

MAYOR AND COUNCIL OF THE TOWN OF WINDERMERE

Agenda

Mayor Jim O'Brien Council Members Robert McKinley Andy Williams Chris Sapp Bill Martini Liz Andert

Agenda

October 13, 2020 6:00 PM MEETING TO BE HELD VIRTUALLY ON ZOOM

Join Zoom Meeting

https://zoom.us/j/95509276777?pwd=N2oyb244TWJSZINtYWsyOGk3SWp2Zz09

Meeting ID: 955 0927 6777
Passcode: 175035
One tap mobile
+16465588656,,95509276777# US (New York)
+13017158592,,95509276777# US (Germantown)

Dial by your location +1 646 558 8656 US (New York) +1 301 715 8592 US (Germantown) +1 312 626 6799 US (Chicago) +1 669 900 9128 US (San Jose) +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) Meeting ID: 955 0927 6777

Find your local number: https://zoom.us/u/aWm1GfL5U

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

- 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.
- 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
- 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

AGENDA

- THE MEETING IS CALLED TO ORDER BY THE MAYOR
- FLAG SALUTE
- INVOCATION
- 1. OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)
 - a. Please email dburkhalter@town.windermere.fl.us prior to 5pm on October 12, 2020 to sign up
 - b. Prior to meeting please state name, address and topic within chat box
- 2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS
 - a. Week of the Family Proclamation
 - b. WAYS Committee Service Awards:
 - i. Rainey Carter: Outgoing Secretary
 - ii. Grace Foglia: Outgoing Chair
 - iii. Alec Alligood: Outgoing Treasurer
 - iv. Sarah Myers
 - v. Haley Martini
 - vi. Mac Foster
 - vii. Sara Mitha
 - viii. Carson Montgomery

3. TIMED ITEMS AND PUBLIC HEARING

a. <u>Z20-07: 111 W 5th Avenue – Owner 111 5th Ave, LLC – Final Public Hearing for Major Development Proposed Commercial Building – Development Review Board recommends approval by a vote of 4-0.</u>

4. CONSENT AGENDA

- a. Z20-12: 1221 Oakdale Street DR Developments, LLC Variance to allow a 15 foot front yard setback and 10 foot side yard setback for a noncontiguous corner lot. DRB recommends to allow a 15 foot front yard setback on E 12th Avenue and maintain the required 15 foot side setback on the southern property line. DRB vote 3-1.
- b. <u>Z20-13: 12037 Lake Butler Boulevard Chuck Tompkins Variance to allow the placement of a generator in the front yard of a corner lot. DRB recommends approval 4-0.</u>

5. NEW BUSINESS

a. MINUTES

- i. Town Council Meeting Minutes September 8, 2020 (Attachments-Staff Recommends Approval)
- ii. <u>Town Council Tentative Budget Hearing September 9, 2020 Minutes (Attachment-Staff</u> Recommends Approval)

- iii. Town Council Final Budget Hearing Minutes September 21, 2020 (Attachment-Staff Recommends Approval)
- b. RESOLUTIONS/ORDINANCES FOR APPROVAL/FIRST READING
- c. APPOINTMENTS
 - i. Roger Heinz Development Review Board (Attachment-DRB Recommends Approval)
 - ii. Jake Carsten WAYS Committee (WAYS Committee Recommends Approval)
 - iii. Ananya (Annie) Misra WAYS Committee (WAYS Committee Recommends Approval)
 - iv. Kathyrn Hey WAYS Committee (WAYS Committee Recommends Approval)
- d. CONTRACTS & AGREEMENTS
- e. FINANCIAL
 - i. CARES ACT Purchase of AeroClave systems NTE \$15,000: Decontamination Machines (Attachments-Staff Recommends Approval)
 - ii. CARES ACT Purchase VICON Systems NTE \$20,000 Thermal Body Temperature Measurement Cameras (Attachments-Staff Recommends Approval)
- f. OTHER ITEMS FOR CONSIDERATION:
 - i. Minimal Standards for Dirt Roads Discussion (Attachments-Board Option)
- 6. MAYOR & COUNCIL LIAISON REPORTS
 - a. MAYOR O'BRIEN
 - b. COUNCILMAN MCKINLEY
 - c. COUNCILMAN WILLIAMS
 - d. COUNCILMAN SAPP
 - e. COUNCILMAN MARTINI
 - f. COUNCILMEMBER ANDERT
- 7. STAFF REPORTS
 - a. TOWN MANAGER ROBERT SMITH
 - b. TOWN ATTORNEY TOM WILKES
 - c. POLICE CHIEF DAVE OGDEN
 - d. PUBLIC WORKS DIRECTOR SCOTT BROWN
- 8. ADJOURN
- REPORTS:
- FILED ITEMS
 - a. Projects Meeting Minutes October 2020



WINDERMERE PROCLAMATION DECLARING NOVEMBER 7 THROUGH NOVEMBER 14, 2020 AS THE WEEK OF THE FAMILY

WHEREAS, the Town of Windermere is blessed with a multitude of families, an essential part of the cultural, social and spiritual fabric of our community; and

WHEREAS, the Town of Windermere recognizes that strong families are at the center of strong communities; that children live better lives when their families are strong; and that families are strong when they live in communities that connect them to economic opportunities, social networks, and services; and

WHEREAS, everyone has a role to play in making families successful, including neighborhood organizations, businesses, non-profit agencies, policy makers, and families themselves; and

WHEREAS, during the week of November 7 through November 14, 2020, the Town of Windermere's residents should take time to honor the importance of families and recommit to enhancing and extending the special connections that support and strengthen them throughout the year; and

WHEREAS, during this week, we urge residents of the Town of Windermere to join other agencies and organizations throughout the county to honor and celebrate our families and the heroic efforts each family member makes to make the family stronger;

NOW, THEREFORE, I, Jim O'Brien, Mayor of the Town of Windermere, do hereby proclaim the week of November 7 through November 14, 2020, as:

WEEK OF THE FAMILY

In the Town of Windermere, and urge all citizens to share in this occasion.

Dated this 13th of October, 2020

614 Main Street, Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk
DOROTHY BURKHALTER

Major Development - 111 W 5th Ave. - Z20-07

Date: August 31, 2020

Reviewer: Sarah Mastison and Brad Cornelius (Wade Trim)

Property: 111 W 5th Avenue Windermere, FL 34786

Parcel No.: 17-23-28-9336-02-891

Zoning: Commercial
Owner/Applicant: 111 5th Ave, LLC

Point of Contact: Robert and Lavina Williams

Description of Request: The applicant proposes the construction of a commercial building. The subject property was rezoned to commercial by the Town Council on September 10, 2019. A condition of the approval was that development on the subject site would proceed as a major development with reviews and public hearings with the Development Review Board (DRB) and Town Council. In addition, a condition of the rezoning was that the building and site shall be developed consistent with the standards of the Town Center Design Guidelines.

The major development required two (2) public hearings with the Town Council. The September 8, 2020, public hearing is the first public hearing. At the first public hearing the project will be presented and opened for public comment. The Town Council may provide comments or suggestions for revisions to the proposed major development plan. The second public hearing will occur at the Town Council meeting on October 13, 2020, for final consideration.

Standards: This Major Development plan was reviewed based on the Town Center Design Guidelines. Where standards were not specifically addressed within the Town Center Design Guidelines, the Town's general code standards were applied.

Use of Building: The applicant has stated their intent to utilize the proposed commercial building as a micro-brewery and taproom. The proposed use is under separate review as a conditional use (Case Z19-11).

Floor Area: The gross floor areas of the proposed commercial building, per the site plan, is 24.8%, which is less than the permitted maximum.

Setbacks:

	Proposed	Required Min.	
Front (South)	20'	15'	Compliant
Side (West)	15.4'	0'	Compliant
Side (East)	9.5'	0′	Compliant

Building Height: The height of the proposed building is limited to 35' high. The proposed building is one-story and 21'8" high.

Awnings: Awning are allowed and encouraged in the Town Center Design Guidelines. The proposed elevation sheet shows a proposed metal awning.

Sign: The area of any sign cannot exceed 20 square feet. The plans show a proposed wall mounted sign on located above the proposed awning. However, the plans indicate the sign will not exceed 20 square feet.

Landscaping: The Town Center Design Guidelines does not provide full landscaping standards that would be applicable to the subject property. However, in combination with the Town's code, the proposed development is required to provide the following landscaping standards:

- 1. A 4-foot wide landscape area in between the building and right-of-way at the base of the building that extends at least 50% of the building frontage. The applicant is not providing the landscaping at the base of the building due to the desire to create a courtyard in the front. However, the applicant is providing landscaping along the front property line in lieu of the landscaping at the base of the building.
- 2. Stormwater retention area must be buffered. The landscape plans show compliance with this standard.
- 3. A minimum of 10' wide landscape buffer along the North property line, to buffer incompatible uses and zoning districts. That landscape plans show a landscape buffer along the North property line at 10 feet with plantings.

Trash/Dumpster Screening: Applicant stated that the proposed commercial building will utilize the dumpster that currently serves the Windermere Market. The applicant has proposed plans to update and improve the existing dumpster area. The plans show a 6-foot fence that extends into the right-of-way with a two outward swinging gates. Because the proposed dumpster improvements encroach into the ROW of W 5th Avenue, these improvements must also be permitted separately as a ROW permit with the Town's Public Works. The applicant is required to provide documentation showing the agreement between the two properties that allows 111 W 5th Avenue to utilize the existing dumpster at 428 Main Street and obtain a separate ROW permit for improvements within the ROW of W 5th Avenue.

Septic: The septic system for the proposed commercial building will be permitted with the Orange County Health Department.

Potable Water: The commercial building will be served by Orange County Utilities with potable water.

Stormwater: The proposed building will be fully guttered and the water will be discharged to a dry stormwater detention area, as shown on plans. The project engineer certified that the project does not require permitting through the South Florida Water Management District due to its limited size.

Traffic: Based on the Institute of Traffic Engineers (ITE) Trip Generation Manual, using the trip generation rates for a "Drinking Place". The 10th Edition of the ITE Trip Generation Manual provides that a "Drinking Place" (Code 925) generates 11.36 trips per 1,000 gross floor area in the PM peak hour. For small operations, less than 50,000 gross square feet, the PM peak hour trips may be reduced by 60% to account for primary local traffic to the use. The proposed gross floor area of the proposed building is 3,847 square feet, per the submitted plans. This equates to a PM peak hour trip generation of 17 trips in the PM peak hour (3.847 x 11.36 = 43.7; 43.7 – 60% = 17.48). This equates to an increase of 16 trips from the previous single-family home located on the property. The 10th Edition of the ITE Trip Generation Manual provides that a single-family home generates 0.99 trips per PM peak hour per unit, or 1 trip in the PM peak hour. The 16 trip PM peak hour is de minimis and is not projected to result in a significant impact to W 5th Avenue.

Parking: The Town Center Design Guidelines requires 4 parking spaces per 1,000 square feet. The proposed A/C area of the building is 2,519 square feet. This equates to 10 parking spaces. The applicant is providing one (1) handicap parking space on-site. The applicant has provided a justification letter stating that there is a surplus of parking spaces at the adjacent Windermere Market (428 Main St.) that the proposed business would be able to utilize. There are 45 parking spaces in the Windermere Market shopping complex. Based on the square footage of the building, the Windermere market is only required to have 36 parking spaces. This provides a surplus of 9 spaces. Additionally, the hours of operation will not significantly overlap with the businesses in the Windermere Market. There is also a public parking lot to the adjacent property to the west (119 W 5th Ave.). Based on the nine (9) surplus parking spaces available at the Windermere Market in addition to the one (1) on-site handicap parking space, the applicant believes the availability of these parking spaces will allow the applicant to provide adequate parking. Based on the Town's code, the proposed development would be required to provide one (1) bicycle parking. The Town's code allows for an applicant to provide required off-site parking on an adjacent property with DRB approval based on the following factors:

- 1. Proximity of the off-site spaces to the use that they will serve.
- 2. East of pedestrian access to the off-site parking spaces.
- 3. Whether or not off-site parking spaces are compatible with the use intended to be served.

- 4. The location of the off-site parking spaces will not create unreasonable:
 - Hazards to pedestrians.
 - b. Hazards of vehicular traffic.
 - c. Traffic congestion.
 - Interference with access to other parking spaces in the vicinity.
 - e. Detriment to any nearby use.
- 5. The developer supplies a written agreement, approved in form by the town attorney, assuring the continued availability of the off-site parking facilities for the use they are intended to serve.

The Town's code for parking requires that on-site parking may not directly connect to the public right-of-way and must be accessed from an internal drive aisle. The proposed handicapped space connects directly to W 5th Avenue. The Town's code does allow for the DRB to permit exceptions to this requirement with a finding that the direct access to W 5th Avenue will not result in a traffic hazard.

Loading/Unloading: The applicant's plans do not show loading/unloading areas. The Town's code requires one on-site loading/unloading area at a dimension of 25 feet long by 10 feet wide. The loading/unloading can be provided on an off-site property, as with the required parking, subject to DRB approval. The applicant is proposing to provide for loading and unloading on the adjacent Windermere Market property, which requires a shared use agreement.

Architectural Style: As required by the condition of the rezoning, the building architectural character must be consistent with the architectural style provided within the Town Center Design Guidelines.

PUBLIC NOTICES:

Public notices were mailed to property owners within 500 feet of the subject property (33 notices sent). As of August 31, 2020, 89 responses were received. Of the 89 responses, 16 came from residences within 500 feet of the subject property: 8 in support and 8 in opposition. Of the total 89 responses received, 80 were in support and 9 were in opposition. The 89 responses came from 64 different households: 57 households in support and 7 households in opposition. An update to any responses received after August 31, 2020, will be provided at the at the Town Council meeting.

DEVELOPMENT REVIEW BOARD RECOMMENDATION:

On August 18, 2020, the Development Review Board (DRB) held a public hearing to consider the major development for the proposed commercial building at 111 W 5th Avenue. Based on testimony provided in the staff report and at the DRB public hearing, the DRB unanimously (4-0) recommended approval of the proposed major development as presented.

WFP - Commercial Building

Town Of Windermere ssued for:

June 1st, 2020 Date:

Applicant:

226 Butler Blvd Windermere FL 34786 Windermere Brewing Company LLC Andrew McGhee

901 Rosser Road Windermere FL 34786 Robert Williams, Lavina Williams 111 5th Ave LLC

Sheet Index:

Site Details Site Plan

Grading Plan Pg 4

Erosion Control & Demo Plan Pg 5 Pg 6 Pg 7 Pg 8-9 Pg 11-13 Pg 14/15 Pg 16/17

Architectural Cover Page - MBI

Floor Plan

Elevations

Wall Section Renderings

Landscape Plan / Notes & Details

Irrigation Plan / Notes & Details

Current Boundary Survey

& Topography

Current Aerial Map & Zoning Map Parking & Variance Request Pg 19 Pg 20 Pg 21

Additional Parking & Dumpster

Layouts

Major Development Plan

111 W 5th Ave. Windermere FL 34786

Parcel ID: 17-23-28-9336-02-891

Legal Description:

THE EAST 80 FEET OF LOT 289 AND THE EAST 80 FEET OF LOT 290, REPLAT OF WINDERMERE, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK G, PAGES 36-39 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Civil Engineer: Timothy W. Schutz, P.E. 111 Suffolk Ct. Longwood, FL 32779

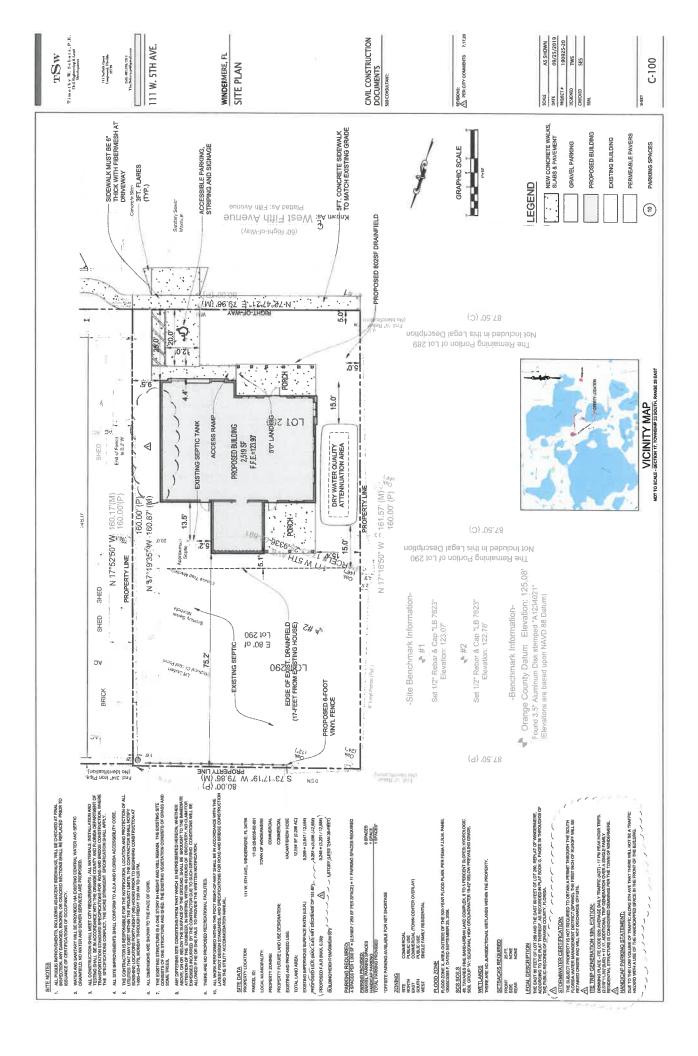
Construction Contractor: Hembree Construction, Inc. 4397 36th St., S.W Orlando, Fl. 32811 407-841-9460 Office

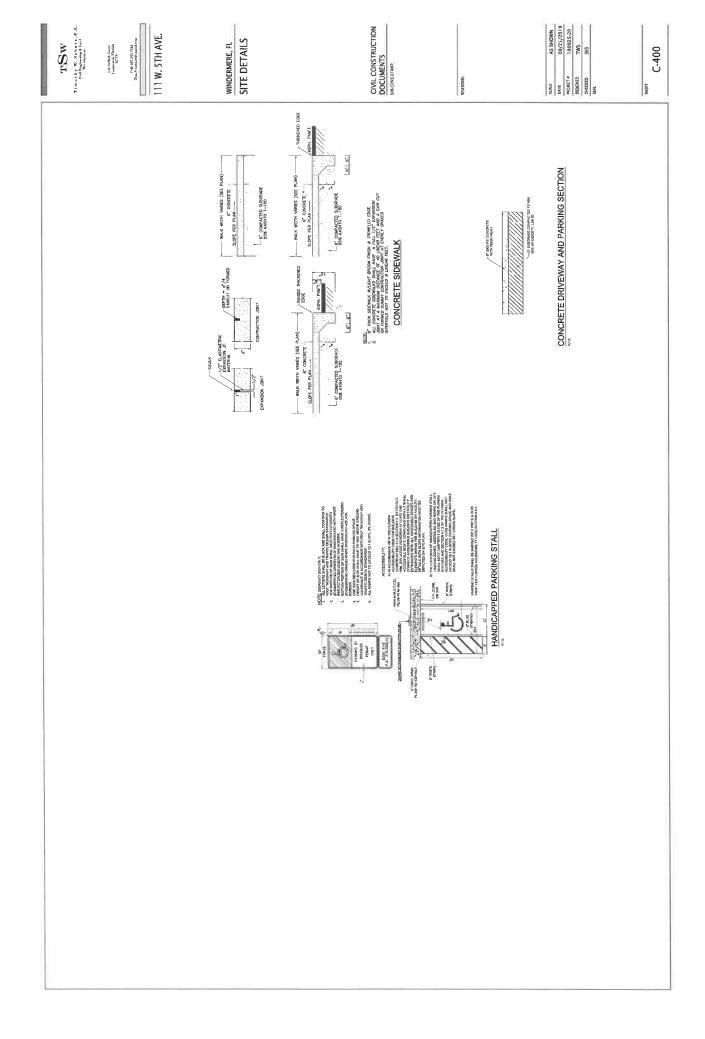
Scott Malenock, AIA Architect:

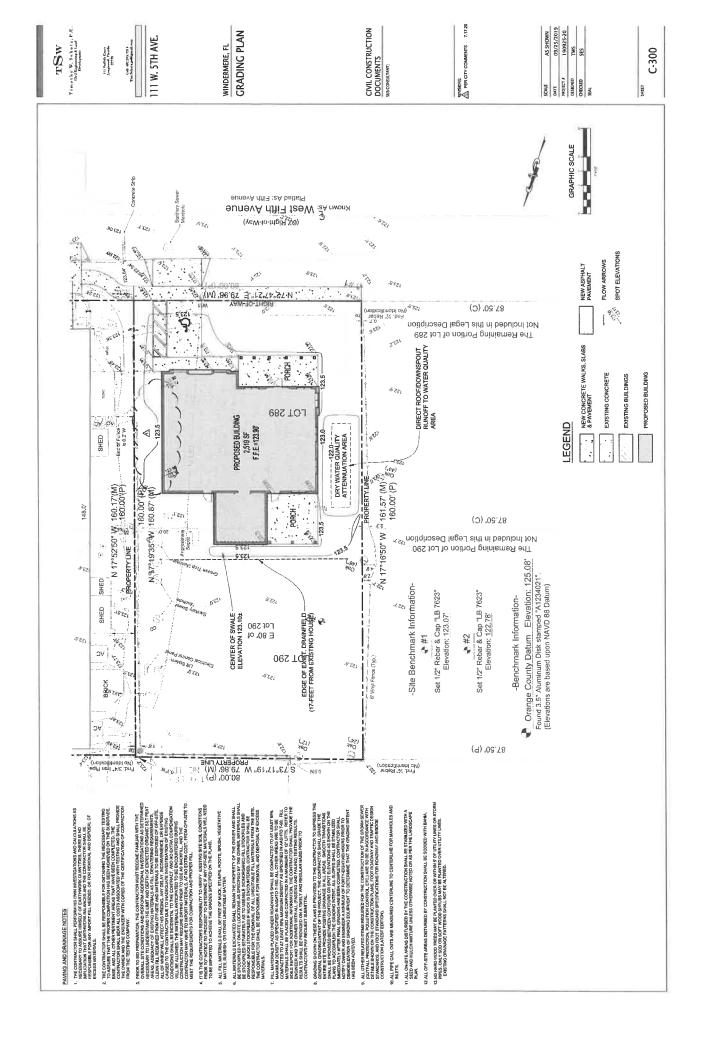
architecture – interiors 100 Colonial Center Pkwy, Suite 230 Lake Mary, Ft. 32746 (c) 407.585.0330

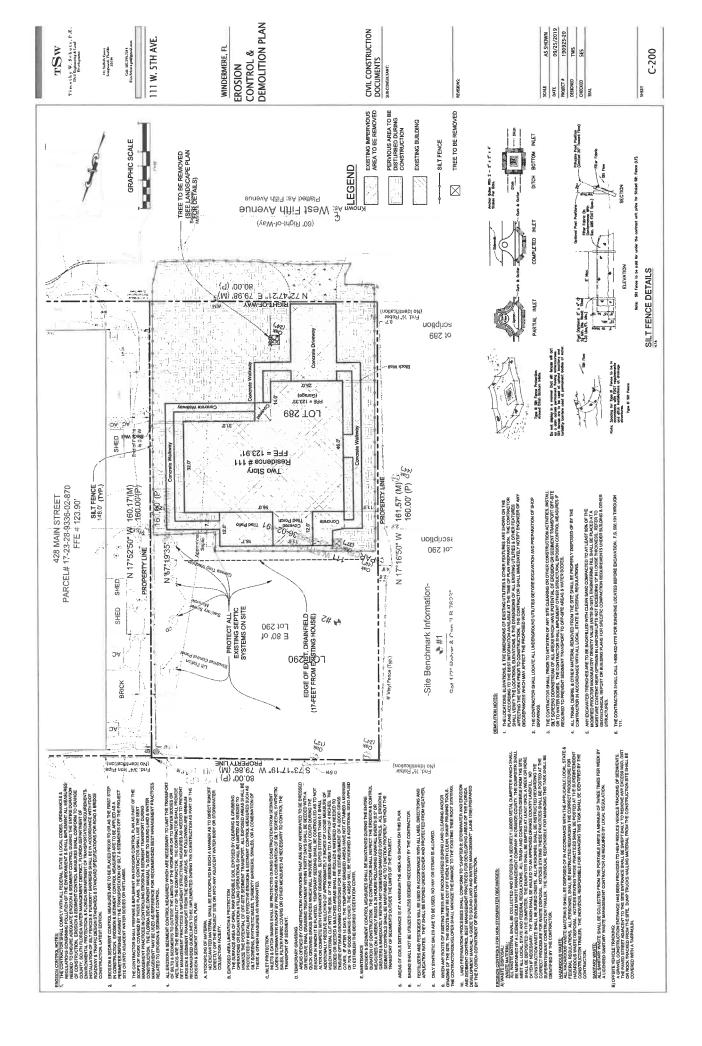
MAN CATALOGUE AND A STATE OF THE STATE OF TH

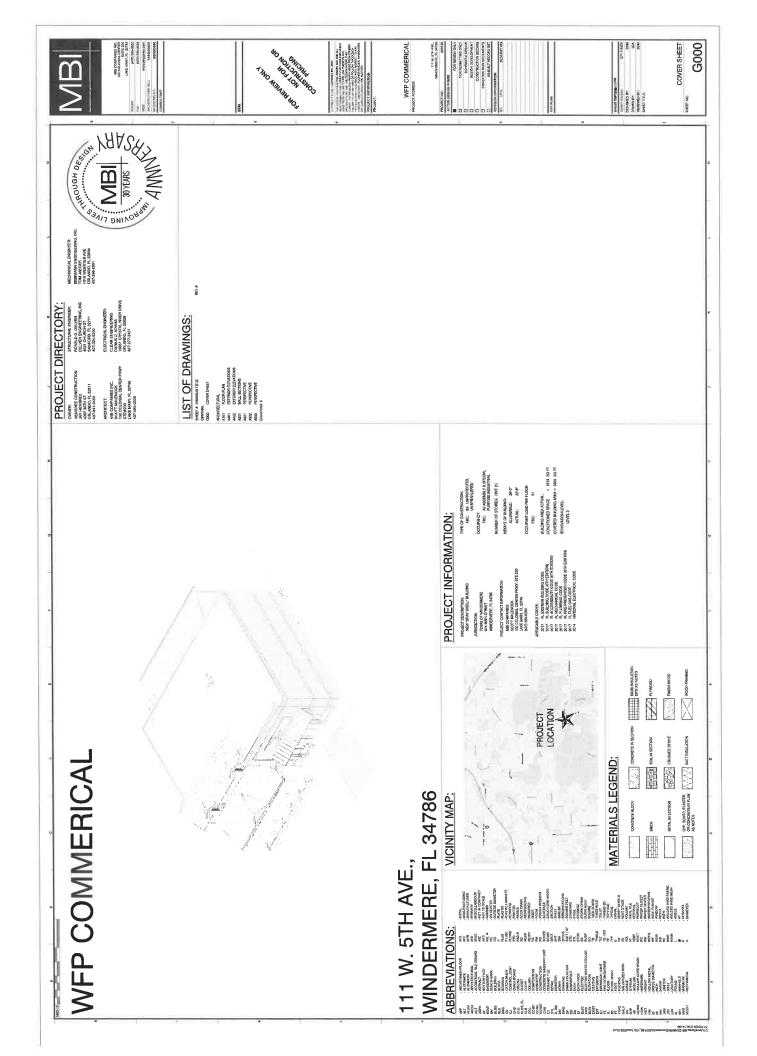
Magley Designs 817 East Washington treet, Orlando, FL, 32803 Landscape Architect:

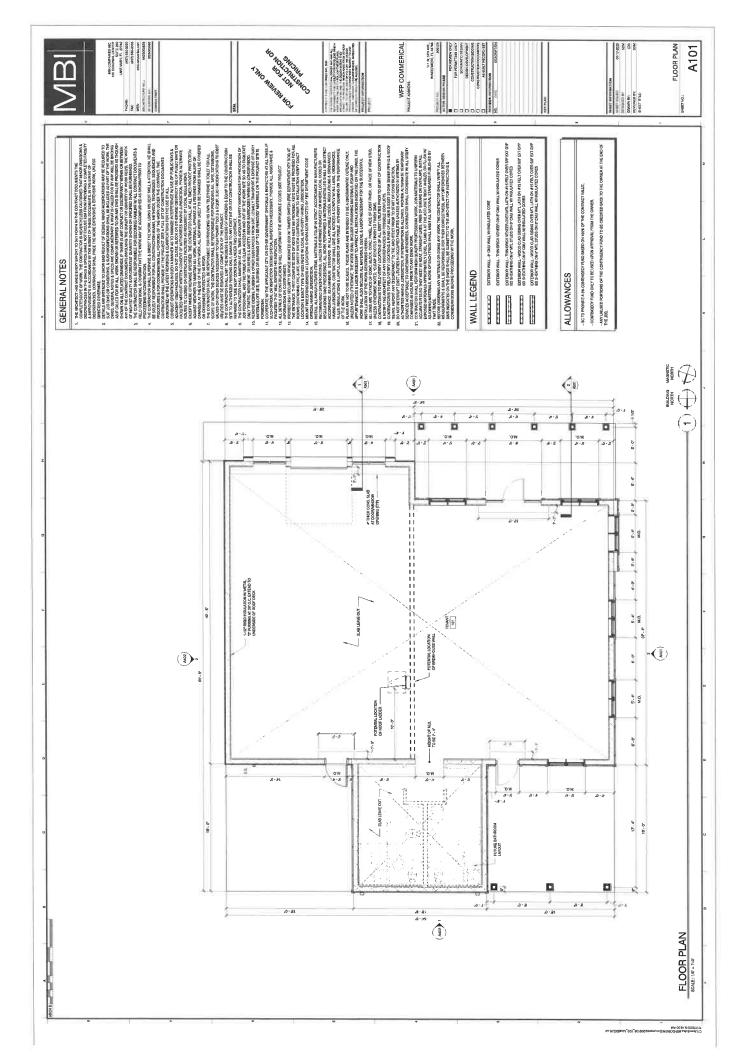


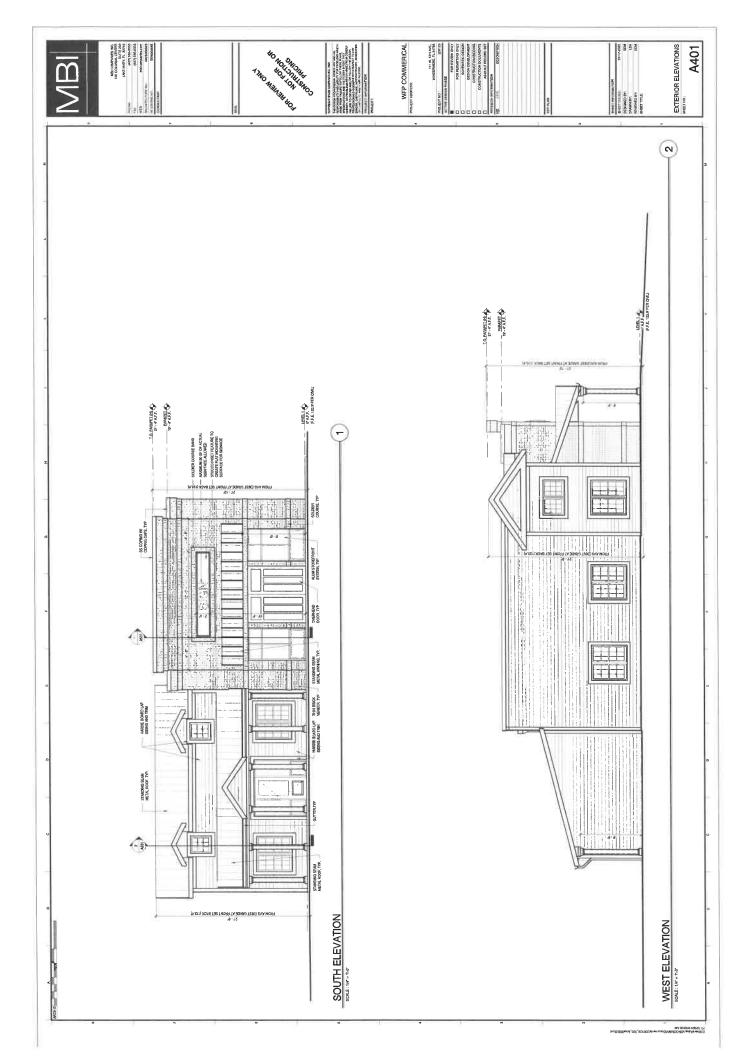


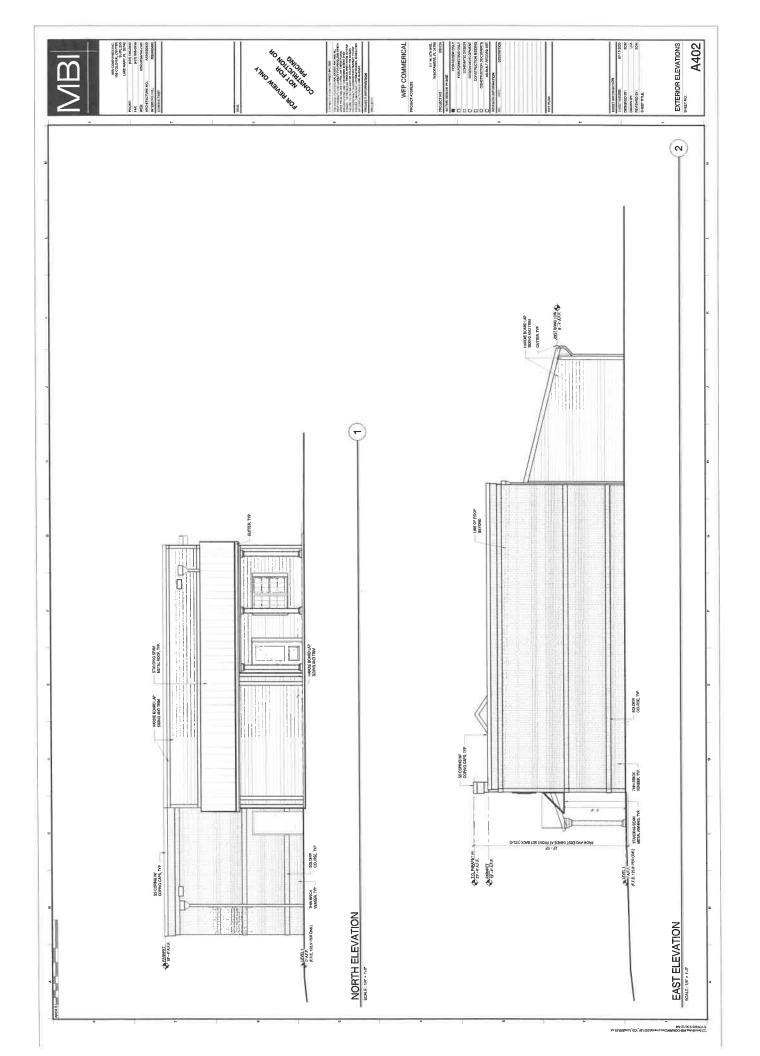


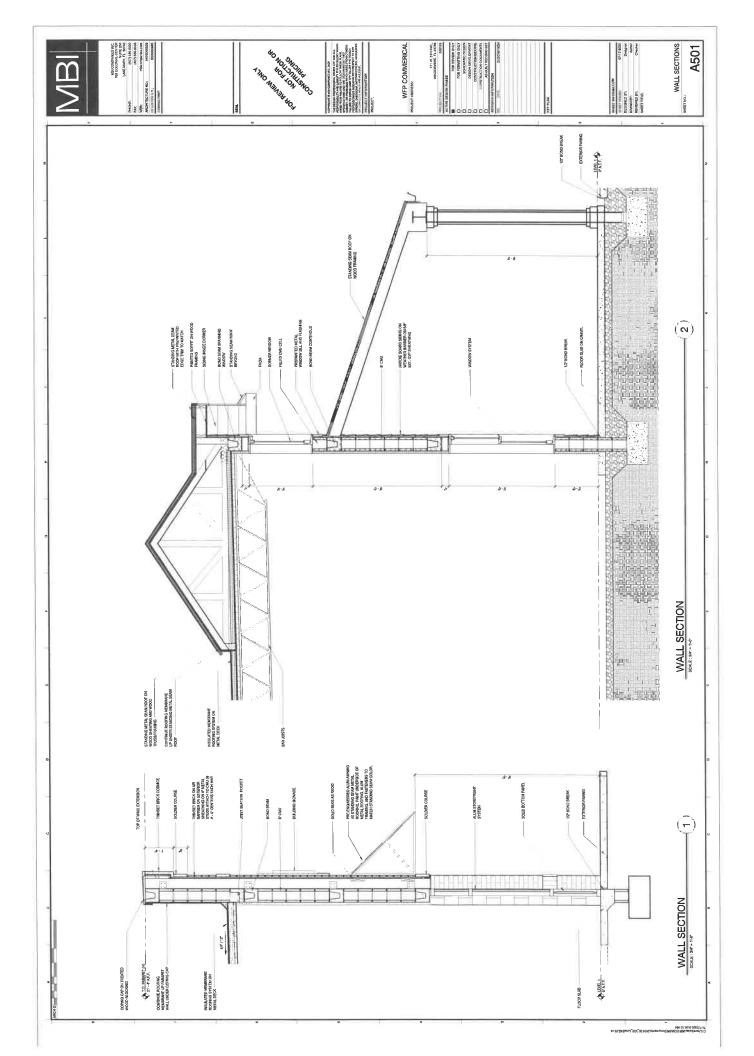














A901



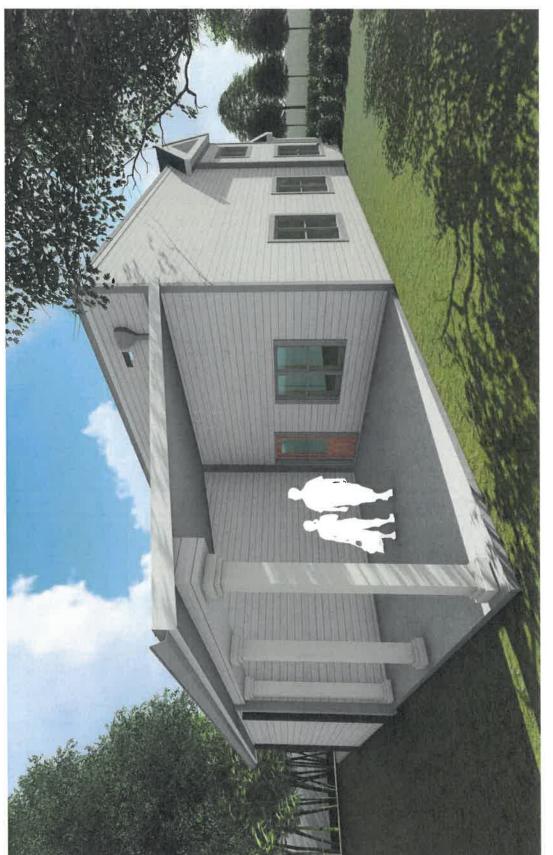




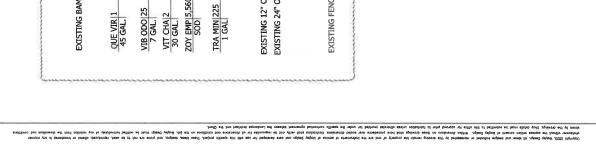
0

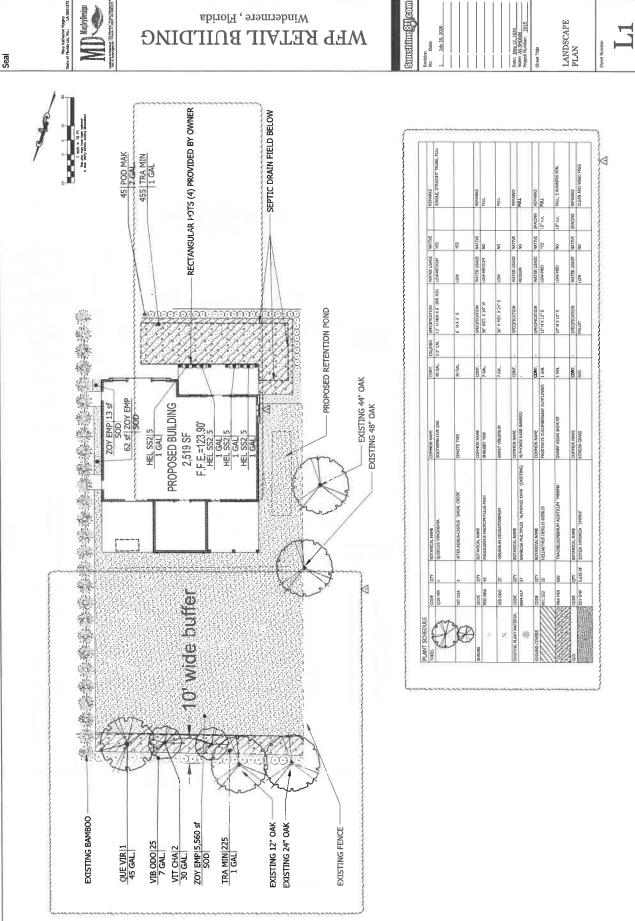
Nv.RuBollasid_DEV_str1005/ehemicod//NWMCO-BN asia/kmedi/: MA Risses (999)/17





A903





Windermere , Florida

Sunstitue (1) good

July 20, 2020

Revision No: Date:

MŁŁ KELVIT BNITDING

Windermere, Florida



Hary Katherine Magley of Reride Uc. No.: LA 000137

Seal



SHRUB AND GROUNDCOVER BED QUANTITIES ARE INDICATED FOR EACH PLANT BED. ALL PLANT QUANTITIES FOR PROPOSALS SHALL BE DERVED SOLELY FROM DRAWFINGS AND SPECIFICATIONS.

ALL TREE CALPEN SITES NOTED ARE MINIMUM. INCREASE SIZE OR ANY OTHEN SPECIFICATIONS, AS REQUIRED, PROVIDING MINIMUM. PLANT SIZE AND SPECIFICATIONS.

ALL CONTAINER SIZES NOTED ARE MINIUM. INCREASE SIZE OF POT AS REQUIRED, PROVIDING MINIMUM PLANT SIZE AND SPECIFICATIONS. ALL HEIGHT AND SPREAD SPECIFICATIONS ARE MINIMUM.

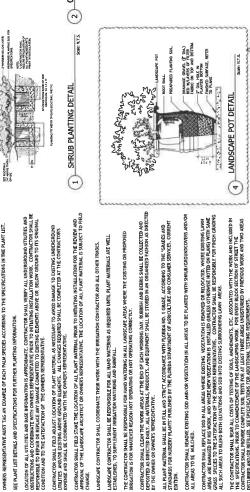
OWNERS REPRESENTATIVE MUST TAG AN EXAMPLE OF EACH PALM SPECIES ACCORDING TO THE SPECIFICATIONS IN THE PLANT LIST.

SEE PLANT LIST DETAILS AND SPECIFICATIONS FOR FURTHER PLANTING INFORMATION.

SHRUB AND GROUND COVER SPACING IS INDICATED ON THE PLANT LIST AND SHALL APPLY FOR ALL "MASS PLANTING" BEDS

COCETION OF ALL UTILITIES AND REFERENCIATION IS REPRODUCED, CONFIDENCIAL UTILITIES AND EMERGENOUS UTILITIES AND OSSERMATIONEDA, AND COMBINATE WITH VIONEDES ISPERSENTATIVE PRIOR TO PRINTARIA RESTALLTON WORK, CONFIDENCIA

CONTRACTOR SHALL FIELD ADJUST I COLTION OF PLANT HATTERLA AS WECKSLAFT TO ANOID DAMAGET TO ENSITING URBERREQUING THE SHOUND EDITING BOOK GROUND EMBLETS. LELCHANGES REQUIRED SHALL BE COMPLETED AT THE CONTRACTORS EMBLES AND SHALL BE COMMENTED WITH THE OWNERS REPRESENTANTE.



CONTRACTOR SHALL CLEAN THE WORK AREDS AT THE IDD OF LUCH WORKING DAY. RIVERSEN AND DETRIS SHALL BE COLLECTED AND DEPOSITS OF DEFECTED DAYL. ALM WITED LASS, PRODUCTS, AND EQUINMENT SHALL BE STORED IN AN ORGANIZED TESHON AS DIRECTED. BY THE OWNER OR OWNERS SPREAZER/ATIVE.

LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL HAND WATERING AS REQUIRED UNTIL PLANT MATERIALS ARE WELL Estarished, to supplearent irrigation wattering and rannealle. the contractor shall be rexponsible for hand watering in all landscape areas where the existing or propose Irrigation is for whatever reason not operating or not operating correctly.

LANDSCAPE CONTRACTOR SHALL COORDINATE THEIR WORK WITH THE IRRIGATION CONTRACTOR AND ALL OTHER TRADES.

ALL RANT WATERAL SHALL ER IN FILL AND STRICT ACCORDANCE WITH FLORBA NO. 1 GRADE, ACCORDING TO THE "CRADES AND STRIADALIS FOR NUSERY PLANTS" FURLISHED BY THE FLORBA EDMETHEFT OF AGRICLALTHEL AND CONSUMEN SERVICES, CURREN ESTIDON.

ŝ	
ļ	
į	
١	
ļ	

THE CONTRACTORS ALM AS ALM, LCGSTS TETUTING POST MACHINERINS. THE ASSOCIATES WHITE THE WINDS A DOMINION THE STREAM ASSOCIATION, THE PRESENTIONS, THE PRINCIPLY AND ASSOCIATION OF THE THE CONTRACTORS, ALM PROMISE COMPLETED TO THE LANGEAGNEN WHICK, FOR EXET MACHINERS DAY, INSTRUCE COMPLETED TO THE LANGEAGNEN WHICK, FOR EXET MACHINERS DAY, INSTRUCE COMPLETED TO THE THE LANGEAGNENIES OF PREVIOUS WORK AND TWO AREAS INSTRUCED SAY OF THE PROMISE OF PREVIOUS WORK AND TWO AREAS INSTRUCED TO THE CONTRACTOR AND ASSOCIATION OF THE ADMINISTRATION OF THE PROMISE OF THE

CONTRACTOR SHALL PROTECT EKSTING VEGETATION TO REMAIN BY MEANS APPROYED BY THE OWNER/OWNER'S REPRESENTATIVE AND AS DETAILED IN THE DRAWNING.

CONTRACTOS SHALL CLEAN, PRUNE, AND SHAPE EDGES OF EXISTING VEGETATION AS DIRECTED BY OWNERS REPRESENTATIVE. CREAT SMOOTH BED LINES ARQUIND EXISTING VEGETATION.

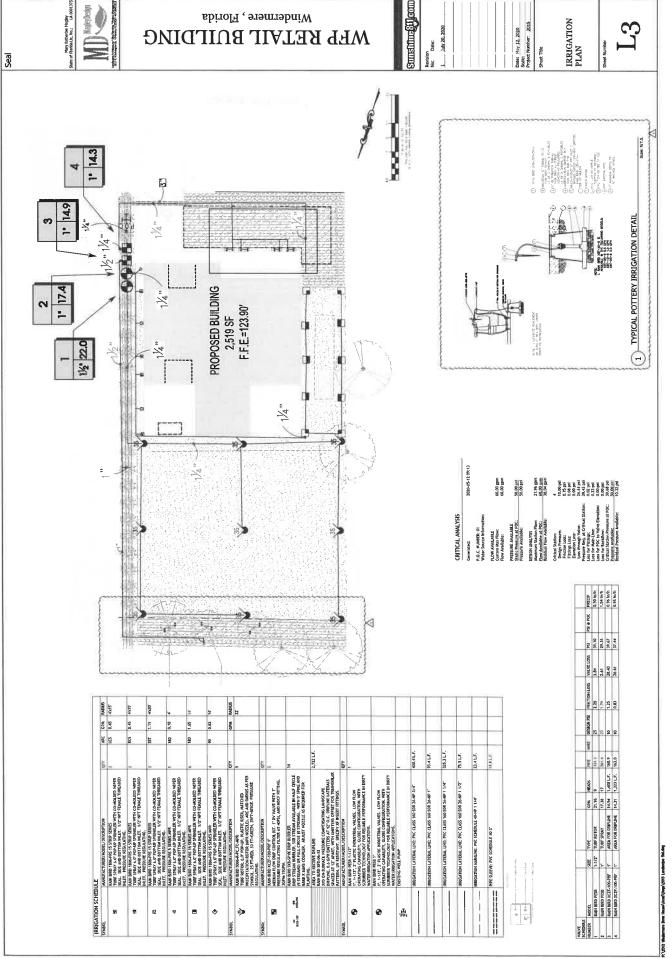
CONTRACTOR AND EMPLOYEE VEHICLE MARKING SHALL BE COORDINATED WITH THE COMBER OR COMBETS REPRESENTATIVE. SHUTTLANG COFFIGUREST ON THE PROJECT RESESSION THE RESPONSIBILITY OF THE CONTRACTOR, CONTRACTO

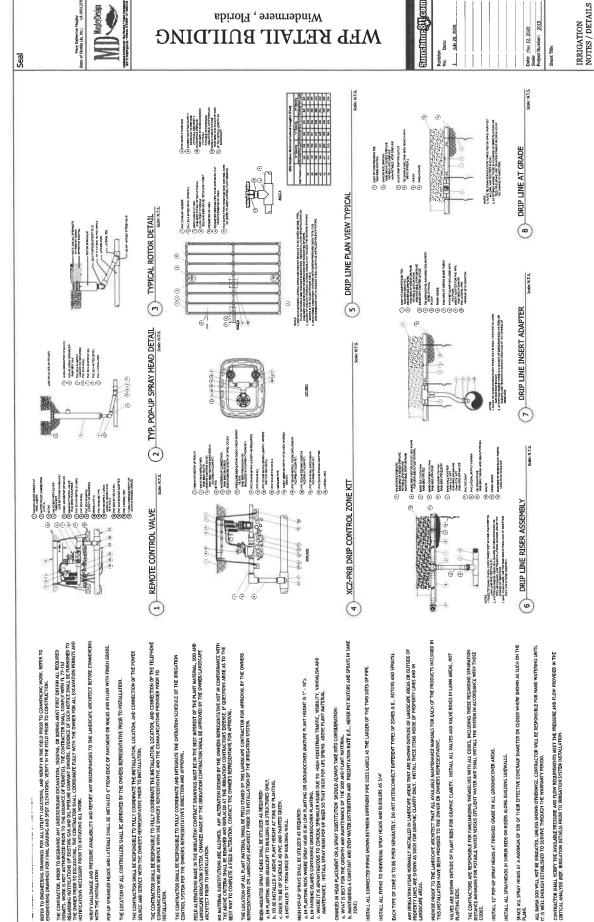
THE CONTRACTOR SHALL TAKE WHATEVER MENS THAT MAY BE NECESSARY TO FILLY UNDERSTAND ALL THE ACCESS ROUTES AND CONSTRUCTION SCHEDULE.

PINE STRAW MULCH OR APPROVED EQUAL SHALL BE USED (CYPRESS MULCH NOT ALLOWED);

CONFRACTOR SHALL REPLACE ON PALL ADMINISTRY OFFICE THE OFFICE WHEN CONTROL OF SHALL WHEN CONTROL WHEN CONTROL WHEN CAN ARRAS ARE BANKED BY HIS WORK, AND WHERE REW VECKTATION IS INFALTED (WHLESS OFFICIAMES) HAND WHILL SHALL SHALL

CONTRACTOR SHALL REMOVE EXISTING SOD AND/OR VEGETATION IN ALL AREAS TO BE PLANTED WITH SHRUB/GROUNDCOVERS AND/O ALL AREAS TO 8: MULCHED.

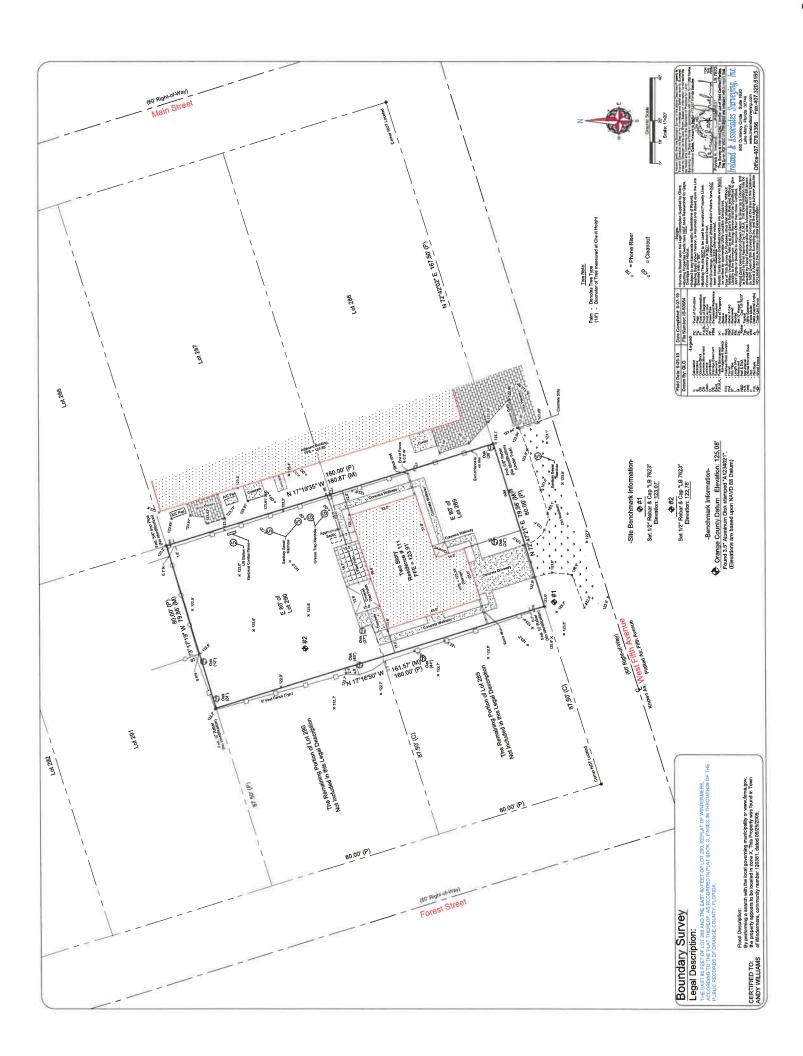




L4

23

14.



RECOMMEND - Major Develo	onment (111 W 5th Ave.)			
APPROVAL:	DISAPPROVAL			
·			Received	
COMMENTS:			AUB 1 ZUIU	_
			Wade Trim	_
			vede min	_
SIGNATURE: ROSS SCOTT M		D	DATE: 8/1/20	_
		i i		
RECOMMEND - Major De	velopment (111 W 5 th Av	e.)		
APPROVAL:	DISAPPROVAL_	XX	9	
COMMENTS: Absolu	tely no- ne	do not n	eed - Especial	ya
tap room-	I live advess	the street-	Hope I do noted	pre
to state "no"	again Than	fe you	1	
SIGNATURE: January JONES FRANCES K LIFE	ESTATE		DATE: July 31, 20	zim.
401430 FEGUROUS IN DIES	<i>U</i>		U	

źş,

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103 Received

Wade Trim

Mayor



Town Manager ROBERT SMITH

Clerk
DOROTHY BURKHALTER

July 29, 2020

BLACK AMANDA L 414 FOREST ST WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

the state of the s	, •
RECOMMEND - Major Development (111 W 5th Ave.)	
APPROVAL: DISAPPROVAL COMMENTS: DISAPPROVAL	_
SIGNATURE: Dan BLACK AMANDAL	DATE: 8-1-20

614 Main Street Windermere, FL 34786 Fax: (407) 876-0103 Office: (407) 876-2563

Received

Wade Trim

Mayor IIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

July 29, 2020

DAVID J HAAS LIVING TRUST 211 W 6TH AVE WINDERMERE, FL 34786

RE: Public Notice of Major Development – 111 W 5th Avenue – Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Encl.	
RECOMMEND – Major Development (111 W 5th Ave.) APPROVAL: DISAPPROVAL	
COMMENTS:	
	DATE: 2 1 2020
SIGNATURE: DAVID J HAAS LIVING TRUST	

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Received

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Nade Trim

Clerk
DOROTHY BURKHALTER

July 29, 2020

PARK RESIDENTIAL RENTALS LLC 4 PINE ST WINDERMERE, FL 34786

RE: Public Notice of Major Development – 111 W 5th Avenue – Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

RECOMMEND - Major Development (111 W 5th Ave.)		
APPROVAL: DISAPPROVAL	<u>—-</u> :	
COMMENTS:		
SIGNATURE: PARK RESIDENTIAL RENTALS LLC	DATE:	8-3-2020

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Received

ger /,llia , U i

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Wade Trim

Clerk DOROTHY BURKHALTER

July 29, 2020

WINDERMERE MARKET LLC 901 ROSSER RD WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

RECOMMEND - Major Dev	elopment (111 W 5th Ave.)	
APPROVAL:	DISAPPROVAL	
COMMENTS:		
SIGNATURE: WINDERMERE MARKET	Mianis	DATE: 7/29/20

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor



Town Manager ROBERT SMITH

Clerk
DOROTHY BURKHALTER

Wade Trim

July 29, 2020

501 MAIN L L C 901 ROSSER RD WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

RECOMMEND - Major Development (111 W 5th Ave.)			
APPROVAL:	DISAPPROVAL	_	
COMMENTS:			
SIGNATURE: 501 MAIN L L C	Hall	DATE: 8/2 100	

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town ManageReceived
ROBERT SMITH

Clerk wade Trim

July 29, 2020

111 5TH AVE LLC 901 ROSSER RD WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

RECOMMEND - M	ajor Development (111 W 5th Ave.)	
APPROVAL:	DISAPPROVAL	
COMMENTS:		
	AL MA	
	(1)/11/1///	
SIGNATURE:	Varterent	DATE: 8/2/20
111 5TH AVE LLC		/

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Wude **Trim**

Clerk DOROTHY BURKHALTER

July 29, 2020

CRAVEN BARRY T PO BOX 574 WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

RECOMMEND - Major Develop	ment (111 W 5 th Ave.)
APPROVAL:	DISAPPROVAL
	where the parting will be It they plan to
	Parking, that will interfer with cheered parking
on Sunday. Clear	that up and I'm OK withit.
SIGNATURE: CRAVEN BARRY T	DATE:

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor



Town Manager ROBERT SMITH Received

Clerk DOROTHY BURKHALTER

Wade Trim

July 29, 2020

DIEDERICH ANDREA 635 BUTLER ST WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

RECOMMEND - Major Develo	opment (111 W 5th Ave.)	
APPROVAL:	DISAPPROVAL	
COMMENTS: NO NE	ew Commercial In Tesic	lential
area!		
SIGNATURE: DIEDERICH ANDREA	DATE:	8/3/20
DIEDERICH ANDREA		*

Town of Windermere

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103 Received

Wade Trim

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

July 29, 2020

PEARL CYNTHIA E 525 BUTLER ST WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 bcornelius@wadetrim.com Encl.

RECOMMEND - Major Development (111 W 5th Ave.)	
APPROVAL: DISAPPROVAL COMMENTS: WE APPROVE AND	Support
THIS PRO JAZZA.	
4 . 0 0) /
SIGNATURE: PEARL CYNTHIA E	DATE: 8/01/2020

Town of Windermere

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

July 29, 2020

435 BUTLER TRUST 435 BUTLER ST WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 bcornelius@wadetrim.com Encl.

RECOMMEND - Major Develo	pment (111 W 5 th Ave.)	
APPROVAL:	DISAPPROVAL	
	want a brewery & taproom less than	
	y home and my 3 grandchildrens home.	
Day 1 and 11 and 11/1	The way of the self t	
m () 1		
SIGNATURE: Male 4.435 BUTLER TRUST	DATE: 8 4 20	

To: Mayor and Town Council and Development Review Board

Prom: VEALLNE F. GRAHAM

Date: AVGUST 10, 2020

Address: 235 PALM STREET
WINDERWEDE 12,34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards.

To: Mayor and Town Council and Development Review Board

From: Eric Graham

Date: Aug. 10, 2020

Address: 235 Palm St., Windermere

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Their Grafium

From: Cornelius, Brad

Sent: Monday, July 27, 2020 12:09 PM

To: **Robert Smith**

Warner, Amanda; Mastison, Sarah Cc:

Subject: Public Response Proposed Tap Room/Micro-Brewery

Robert,

Two Responses from same person.

FYI - I received a phone call today from Ms. Jones who lives at 412 Forest Street. She called to express her extreme objection to the opening of a micro-brewery and tap room in the Town. I advised her to submit her letter of objection and it will be included as part of the record for the DRB and Town Council hearings.

Take care, Brad

COVID-19 Planning and Response at Wade Trim



Brad Cornelius, AICP, CPRP, CFM, CPM, Vice President One Tampa City Center 201 North Franklin Street, Suite 1350, Tampa, FL 33602 813-882-4373 office 813-415-4952 cell







To: Jim O'Brien < jobrien@town.windermere.fl.us>; Robert McKinley@town.windermere.fl.us>; Bill Martini

- <bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp
- <csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase
- <<u>fchase@town.windermere.fl.us</u>>; Peter Fleck <<u>pfleck@town.windermere.fl.us</u>>; Jennifer Roper
- <iroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton
- <<u>nsutton@town.windermere.fl.us</u>>; Stephen Withers <<u>swithers@town.windermere.fl.us</u>>; Diane Edwards
- <dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: Angle Winn

Date: August 4, 2020

Address:908 Rosser Road, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again. I am in full support of both the conditional use	e proposal & commercial building development
--	--

Regards,

Angie Winn

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards, Bill Bardoe

225 E 9TH AVE

Sent from my iPhone

From: Cornelius, Brad

Sent: Tuesday, August 11, 2020 9:02 AM

To: Mastison, Sarah

Subject: FW: Support Letter for Public Hearing on Windermere Brewing Conditional Use &

Major Site Development

Follow Up Flag: Follow up Flag Status: Flagged

Another one.....

Brad

From: bconnors@cfl.rr.com <bconnors@cfl.rr.com>

Sent: Tuesday, August 4, 2020 4:03 PM

To: Jim O'Brien < jobrien@town.windermere.fl.us >; Robert McKinley < RMcKinley@town.windermere.fl.us >; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp

<csapp@town.windermere.fl.us>; Andy Williams <a williams@town.windermere.fl.us>; Frank Chase

 $<\!\!\underline{\mathsf{fchase@town.windermere.fl.us}}; \mathsf{Peter\ Fleck} <\!\!\underline{\mathsf{pfleck@town.windermere.fl.us}}; \mathsf{Jennifer\ Roper}$

<iroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

 $<\!\!\underline{\text{nsutton@town.windermere.fl.us}}; \textbf{Stephen Withers} <\!\!\underline{\text{swithers@town.windermere.fl.us}} >$

Cc: Diane Edwards < dedwards@town.windermere.fl.us; 'nconnors34786@gmail.com' < nconnors34786@gmail.com> Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: Brynna Connors
Date: August 4, 2020

Address: 217 Oakdale Street, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th

Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address. I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Brynna Connors

To: Jim O'Brien < jobrien@town.windermere.fl.us>; Robert McKinley < RMcKinley@town.windermere.fl.us>; Bill Martini

- <bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp
- <csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase
- <fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper
- <jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton
- <nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

Douglas Kegler 12 Pine St, Windermere, FL 34786 August 7, 2020

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

I would like to voice my approval for the proposed new commercial building & conditional use for a taproom & microbrewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

Regards, Douglas Kegler

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Wednesday, July 29, 2020 4:26 PM

To: Cornelius, Brad
Cc: Warner, Amanda

Subject: Fwd: Support Letter for Public Hearing on Windermere Brewing Conditional Use &

Major Site Development

Get Outlook for iOS

From: Heather Oles <heather_oles@yahoo.com> Sent: Wednesday, July 29, 2020 1:24:49 PM

To: Jim O'Brien <jobrien@town.windermere.fl.us>; Robert McKinley@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp

<csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase

<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards < dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development. Please note that I am full time resident of the Town of Windermere, of legal voting age (plus some!) and my address is 11230 Lake Butler Blvd. Contact information provided below.

Regards,

Heather Oles 11230 Lake Butler Blvd

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Wednesday, July 29, 2020 4:26 PM **To:** Cornelius, Brad; Warner, Amanda

Subject: Fwd: Support Letter for Public Hearing on Windermere Brewing Conditional Use &

Major Site Development

Want to make sure you're getting these!

Get Outlook for iOS

From: David Tulk <davetulk@hotmail.com> Sent: Wednesday, July 29, 2020 1:37:57 PM

To: Jim O'Brien <jobrien@town.windermere.fl.us>; Robert McKinley <RMcKinley@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp <csapp@town.windermere.fl.us>; Andy Williams <a williams@town.windermere.fl.us>; Frank Chase <fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper <ipoper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Norma Sutto
<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards <dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: David Tulk

Date: 7/29/2020

Address: 3340 Wax Berry Ct, Windermere FL, 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

David Tulk

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Wednesday, July 29, 2020 4:27 PM **To:** Cornelius, Brad; Warner, Amanda

Subject: Fwd: Public Hearing on Proposed New Commercial Building and Proposed Taproom

& Micro-brewery at 111 W 5th Avenue

Get Outlook for iOS

From: Rob Matheison < rob@matheison.com> Sent: Wednesday, July 29, 2020 12:52:41 PM

To: Jim O'Brien <jobrien@town.windermere.fl.us>; Robert McKinley <RMcKinley@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp
<csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase
<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards < dedwards@town.windermere.fl.us>

Subject: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

To: Mayor and Town Council and Development Review Board

From: Rob Matheison

Date:July 29, 2020

Address: 610 Ridgewood Drive, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & microbrewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Rob Matheison

rob@matheison.com

From: Lindsey Tomaszewski

Date: August 7,2020

Address: 40 Main st Windermere FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Lindsey Tomaszewski 40 Main Street Windermere, Fl 34786 321-624-3070 Address: 40 Main st Windermere FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Best,

Matt Tomaszewski

C. 407.719.5956

Date: 7/30/20

Address: 306 Butler Street, Windermere FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards, Anne DeBoer Date: 7/30/20

Address: 306 Butler Street, Windermere FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Derek DeBoer | derek@dvcresalemarket.com

DIRECT: (407) 900-0226
PHONE: (844) 382-7767
FAX: (407) 210-0112
DVCRESALEMARKET.COM



Sell at our special 8.5% commission! Offer expires July 31st! Never upfront fees.

Visit Our Website

From: Ryan Mendro

Date: August 3, 2020

Address: 10864 Bayshore Dr, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Ryan Mendro

Address: 10864 Bayshore Dr, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards, Lucía Roca Mendro

Sent from my iPhone

From: Steve Ruffner

Date: August 5, 2020

Address: 2108 Kane Park Way

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards, Steve Ruffner

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Tuesday, August 4, 2020 7:05 PM

To: Cornelius, Brad
Cc: Warner, Amanda

Subject: Fw: Support Letter for Public Hearing on Windermere Brewing Conditional Use &

Major Site Development

Diane Edwards

Administrative Assistant Town of Windermere 614 Main Street Windermere, FL 34786

Email: dedwards@town.windermere.fl.us

Phone: 407-876-2563 Ext 5321

Fax: 407-876-0103



Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Sara Ruffner <sarajruffner@gmail.com>

Sent: Tuesday, August 4, 2020 4:34 PM

To: Jim O'Brien <jobrien@town.windermere.fl.us>; Bill Martini <bmartini@town.windermere.fl.us>; Robert McKinley

<RMcKinley@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp <csapp@town.windermere.fl.us>; Andy Williams <a williams@town.windermere.fl.us>; Frank Chase <fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards < dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: Sara Ruffner

Date: August 4, 2020

Address: 2108 Kane Park Way, Windermere 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & microbrewery in the proposed new commercial building at the above listed address. I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District. Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Sara Ruffner

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Thursday, August 6, 2020 3:22 PM

To: Cornelius, Brad
Cc: Warner, Amanda
Subject: Fw: I am in full support

Diane Edwards

Administrative Assistant
Town of Windermere
614 Main Street
Windermere, FL 34786

Email: dedwards@town.windermere.fl.us

Phone: 407-876-2563 Ext 5321

Fax: 407-876-0103



Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Teresa Aken <tkaken@cfl.rr.com> Sent: Thursday, August 6, 2020 3:06 PM

To: Jim O'Brien <jobrien@town.windermere.fl.us>; Robert McKinley <RMcKinley@town.windermere.fl.us>; Bill Martini

<csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase

<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards <dedwards@town.windermere.fl.us>; 'Teresa Aken' <tkaken@cfl.rr.com>

Subject: I am in full support

To: Mayor and Town Council and Development Review Board

From: Teresa Aken, Town Resident @ 70 Forest Street

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W

5th Avenue

It understand a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020. The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. I do feel this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District. I agree so much of our Town's charm is our unique downtown district and town square where residents come together as a community. I fully support small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Thank you, Teresa Aken 70 Forest St Windermere, FL 34786 407-376-4141 tkaken@cfl.rr.com Date: July 30, 2020

Address: 215 Forest St., Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom and Micro-brewery at 111 W 5th

Avenue

It has come to my attention that a public hearing for the proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 and also by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom and micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both of these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the town's character and will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal and commercial building development.

Regards, Michael Guthrie 215 Forest St. Windermere, FL 34786

From:

Diane Edwards <dedwards@town.windermere.fl.us>

Sent:

Tuesday, August 4, 2020 7:05 PM

To:

Cornelius, Brad Warner, Amanda

Cc: Subject:

Fw: Build the Brewery Support

Diane Edwards

Administrative Assistant Town of Windermere 614 Main Street Windermere, FL 34786

Email: dedwards@town.windermere.fl.us

Phone: 407-876-2563 Ext 5321

Fax: 407-876-0103



Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Wayne Sheffield < WSheffield@Isleworth.com>

Sent: Tuesday, August 4, 2020 4:33 PM

To: Jim O'Brien <jobrien@town.windermere.fl.us>; Robert McKinley <RMcKinley@town.windermere.fl.us>; Bill Martini

- <bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp
- <csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase
- <fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper
- <jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton
- <nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards <dedwards@town.windermere.fl.us>; andy@windermerebrewing.com

<andy@windermerebrewing.com>
Subject: Build the Brewery Support



To: Mayor and Town Council and Development Review Board

From: Wayne & Carey Sheffield

Date: 8/4/2020

Address: 101, Lee Street, Windermere, FL34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Wayne Sheffield President, General Manager

ISLEWORTH GOLF & COUNTRY CLUB ISLEWORTH REALTY

6100 Payne Stewart Drive Windermere, FL 34786 Main: 407.909.2000 Direct: 407.909.2006

Cell: 407.274.2256 Fax: 407.876.0682

www.isleworth.com



This email message is for the sole use of the intended recipient(s) and may contain confidential information. Any unauthorized review, use, dissemination, disclosure, distribution or copying is strictly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message. If you are the intended recipient, please be advised that the content of this message is subject to access, review and disclosure by the sender's Email System Administrator.

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Monday, August 3, 2020 9:28 AM **To:** Cornelius, Brad; Warner, Amanda

Subject: FW: Public Hearing on Proposed New Commercial Building and Proposed Taproom &

Micro-brewery at 111 W 5th Avenue

Diane Edwards

Administrative Assistant Town of Windermere 614 Main Street Windermere, FL 34786

Email: dedwards@town.windermere.fl.us

Phone: 407-876-2563 Ext 5321

Fax: 407-876-0103



Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Richard Montgomery < richmontgom@gmail.com>

Sent: Monday, August 03, 2020 9:26 AM

To: Jim O'Brien <jobrien@town.windermere.fl.us>; Robert McKinley <RMcKinley@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp

<csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase

<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards <dedwards@town.windermere.fl.us>

Subject: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to strongly state my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Richard Montgomery 11067 Schooner Way Windermere, FL 34786

407-637-1929

From:
Hubert van Alphen
Date:
8/06/20
Address:
11200 cedar grove ct, windermere, fl , 34786
Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue
It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.
The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.
I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & wil serve to bring more community enjoyment to our Downtown Business District.
Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Hubert

From: Tim Kelly

Date: 8/5/2020

Address: 2829 Marquesas Ct., Windermere FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Tim Kelly

Date: August 5, 2020

Address: 515 W 2nd Ave, 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Lily Siviglia

From: Krista Kirk

Date: August 3rd, 2020

Address: 11311 Willow Gardens Dr

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Krista Kirk

Sent from my iPhone

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Friday, July 31, 2020 10:34 AM

To: Cornelius, Brad Cc: Warner, Amanda

Subject: Fw: Support Letter for Public Hearing on Windermere Brewing Conditional Use &

Major Site Development

Diane Edwards

Administrative Assistant Town of Windermere 614 Main Street Windermere, FL 34786

Email: dedwards@town.windermere.fl.us

Phone: 407-876-2563 Ext 5321

Fax: 407-876-0103



Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: chamblissn@aol.com <chamblissn@aol.com>

Sent: Friday, July 31, 2020 10:32 AM

To: Jim O'Brien <jobrien@town.windermere.fl.us>; Robert McKinley <RMcKinley@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp

<csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase

<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards <dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: Neal Chambliss

Date: July 31, 2020

Address: 117 Palm Street

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again	I am in full sur	nnort of both the	conditional use	nronosal & com-	mercial building o	levelonment

Regards,

Neal Chambliss

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Friday, August 7, 2020 9:50 AM

To: Cornelius, Brad
Cc: Warner, Amanda

Subject: FW: Support Letter for Public Hearing on Windermere Brewing Conditional Use &

Major Site Development

Diane Edwards

Administrative Assistant Town of Windermere 614 Main Street Windermere, FL 34786

Email: dedwards@town.windermere.fl.us

Phone: 407-876-2563 Ext 5321

Fax: 407-876-0103



Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Joshua Lieberman <joshua.lieberman@yahoo.com>

Sent: Friday, August 07, 2020 9:47 AM

To: Jim O'Brien < jobrien@town.windermere.fl.us>; Robert McKinley < RMcKinley@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp

<csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase

<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards < dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: Joshua & Maria Lieberman

Date: 08/07/2020

Address: 41 Pine St Windermere FI, 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Joshua Lieberman C -407-616-1589 Joshua.lieberman@yahoo.com

From: Lauren Gurr

Date: 07/30/2020

Address: 44 oakdale street, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Lauren Gurr

From: Stephen @ Wendy Fasen

Date: 7/30/2020

Address: 10808 Bayshore Dr. / Windermere

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Stephen of Wendy Fasen

Windy Tresh

LYNN AND JIM SALMON 8 PINE STREET BEAUTIFUL WINDERMERE, FL 34786

7 August 2020

TO: The Honorable Jim O'Brien, Mayor of Windermere Members of the Windermere Town Council

Subject: Support of Windermere Town Brewery

As a twenty plus year residents of Windermere, we have been pleased with the addition of social and business opportunities allowed to our town members in the "Heart of Downtown". The current restaurant, coffee shop and ice cream parlor are all welcome improvements to give our citizens a place to go without having to leave our town (for most in walking distance) and fight the massive traffic we incur at times.

In this same view, we see the addition of a brewery in the downtown area as a welcome establishment and fully support its participation in our town. It would give town residents a place to go and socialize without having to leave our area. We feel the Windermere community would widely support this business and look forward to seeing our local friends there once opened.

Lynn and Jim Salmon Yumn Salmon

From: George E. Foote, In.

Date: 8/4/2020

Address: 407 E. Th Ave.

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.
Regards,

Il way & Foote J.

From: Agres Foote

Date: 08/06/2000

Address: 407 E. Seveth Ave Windermere F1 347 86

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards. Ugne forte

Prom: Loven Fay

Date: 16/2020

Address: 28 Pini 34.

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards.

From:

Cornelius, Brad

Sent:

Friday, July 31, 2020 4:00 PM

To:

Robert Smith

Cc:

Andrew McGhee; Loren Williams; Warner, Amanda; Mastison, Sarah; Dorothy

Burkhalter

Subject:

Call from Mr. Spears - Public Response Proposed Tap Room/Micro-Brewery

Robert,

FYI – I received a call this afternoon from Mr. Spears at 406 Forest Street. Mr. Spears had a general question regarding the conditional use process, expressed concerns about the proposed parking not sufficient for the use, control of crowds at the proposed operation, commercial fire standards for buildings not meeting sufficient spacing from another commercial building, and possibility of moving the rear patio from the west side to the east side of the building closest to Windermere Market.

Mr. Spears was understanding of my explanation of the conditional use process.

Take care,

Brad

COVID-19 Planning and Response at Wade Trim



Brad Cornelius, AICP, CPRP, CFM, CPM, Vice President One Tampa City Center 201 North Franklin Street, Suite 1350, Tampa, FL 33602 813-882-4373 office 813-415-4952 cell



From: Robert Smith <rsmith@town.windermere.fl.us>

Sent: Monday, July 27, 2020 12:38 PM

To: Cornelius, Brad

bcornelius@wadetrim.com>

Subject: Re: Public Response Proposed Tap Room/Micro-Brewery

Ok thanks

Sent from my iPhone

On Jul 27, 2020, at 12:09 PM, Cornelius, Brad bcornelius@wadetrim.com wrote:

To: Mayor and Town Council and Development Review Board
From: Dean Miller
Date: 8/2/2020
Address: 625 Butler Street, Windermere FI 34786
Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue
It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.
The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.
I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.
Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.
Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Dean Miller

To: Mayor and Town Council and Development Review Board
From: Lesha Miller

Date: 8/2/2020

Address: 625 Butler Street, Windermere FI 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Lesha Miller

From: Lesha Miller

Date: 8/2/2020

Address: 625 Butler Street, Windermere FI 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Lesha Miller

From:

Cornelius, Brad

Sent:

Tuesday, August 4, 2020 10:30 AM

To:

Robert Smith

Cc:

Andrew McGhee; Loren Williams; Warner, Amanda; Mastison, Sarah; Dorothy

Burkhalter

Subject:

Call from Lesha Miller - Public Response Proposed Tap Room/Micro-Brewery

Robert,

This morning I received a call from Lesha Miller regarding the proposed micro-brewery/tap room. Lesha expressed support for the proposal. Her only comment was potential impact on Forest Street and if there is a way to prohibit people from parking on Forest Street or using Forest Street to access the business.

Take care, Brad

COVID-19 Planning and Response at Wade Trim



Brad Cornelius, AICP, CPRP, CFM, CPM, Vice President One Tampa City Center 201 North Franklin Street, Suite 1350, Tampa, FL 33602 813-882-4373 office 813-415-4952 cell



From: Robert Smith <rsmith@town.windermere.fl.us>

Sent: Monday, August 3, 2020 9:48 AM

To: Cornelius, Brad **Subject:** Fw: Brewery

Regards,

Robert Smith

Town Manager
Town of Windermere
614 Main St.
Windermere, FL 34786
rsmith@town.windermere.fl.us

Cell: (407) 797-5004 Main: (407) 876-2563 x5324

Fax: (407) 876-0103

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Elle Rickerson <amandascoolmom@cfl.rr.com>

Sent: Monday, August 3, 2020 7:29 AM

To: Robert Smith <rsmith@town.windermere.fl.us> **Cc:** Jim O'Brien <jobrien@town.windermere.fl.us>

Subject: Brewery

884 Main St.

Why are we allowing a Brewery in our Town?We just don't understand. These people wanting to open the Brewery say it is to attract people in the neighborhood that can walk to the Brewery and have a "pint". It will attract unwanted people to our area. I think we have seen an increase in people coming to Town for the wrong reasons. We want to keep our Town a small family Town. You can see the 1000 to 2000 people that the Food Trucks bring to Town. A nice restaurant similar to a "Dexters" Restaurant like we had in the Grove would be wonderful. We use to go there and enjoy eating outside with our dog. Lunch Time and Dinner Time was a meeting place for people in the area to come and enjoy friendship. I know we have Dixie Cream which is a great welcome to our community. We all enjoy that. If a restaurant could incorporate with them I believe it would be an awsome addition. We just cannot see opening a Brewery. It is not a family atmosphere. We have seen lives ruined by the start of early

drinking in a friendly atmosphere. Everyone is different when drinking alcohol. One thing is clear everyone shows the effect of alcohol. We don't like it. I expressed our views to the ones wanting to open this Brewery. They want to have a conversation to change our mind. There is no changing our mind. We have felt the same through high school, college and raising our 3 children. If you want to drink in your home, fine. Our opinion is SOLID. Thank you for allowing our input. Best, Elle

From: Robert Smith <rsmith@town.windermere.fl.us>

Sent: Monday, August 3, 2020 9:48 AM

To: Cornelius, Brad Subject: Fw: Brewery

Regards,

Robert Smith

Town Manager
Town of Windermere
614 Main St.
Windermere, FL 34786
rsmith@town.windermere.fl.us

Cell: (407) 797-5004 Main: (407) 876-2563 x5324

Fax: (407) 876-0103

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Elle Rickerson <amandascoolmom@cfl.rr.com>

Sent: Monday, August 3, 2020 8:27 AM

To: Robert Smith <rsmith@town.windermere.fl.us> **Cc:** Jim O'Brien <jobrien@town.windermere.fl.us>

884 Main St.

Subject: Brewery

I would like to add one more thought to my previous email. I am not a "prude"where I think any alcohol should not be served. If we had a nice restaurant as I described in my previous email that serves wine or beer with our meal that is different. It is just the fact that a Brewery is a destination for alcohol only. Thank you again for allowing my opinion. My Best, Elle

From: Diane Edwards <dedwards@town.windermere.fl.us>

Sent: Tuesday, August 4, 2020 7:03 PM

To: Cornelius, Brad

Cc: Warner, Amanda

Subject: Fw: Build The Brewery

Diane Edwards

Administrative Assistant Town of Windermere 614 Main Street Windermere, FL 34786

Email: dedwards@town.windermere.fl.us

Phone: 407-876-2563 Ext 5321

Fax: 407-876-0103

X P

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Simon Simaan <simon@simonsimaan.com>

Sent: Tuesday, August 4, 2020 4:50 PM

To: Jim O'Brien < jobrien@town.windermere.fl.us>; Robert McKinley < RMcKinley@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp

<csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase

<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<jroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>; Diane Edwards

<dedwards@town.windermere.fl.us>

Subject: Build The Brewery

To: Mayor and Town Council and Development Review Board

From: Simon and Simona Simaan

Date: 8/4/2020

Address: 812 East Blvd and 820 East Blvd

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th

Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development. Regards,

Simon Simaan | Realtor® | Broker The Simon Simaan Group | Real Estate Cell: 407-558-1396

Email: simon@simonsimaan.com Website: www.simonsimaan.com From: Jackie Leigh Andrus

Date: August 13, 2020

Address: 11416 Willow Stowe Lane, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Jackie Leigh Andrus

From: Todd Andrus

Date: August 13, 2020

Address: 11416 Willow Stowe Lane, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

-

Regards,

Todd Andrus

"iroper@town.windermere.fl.us" <ioper@town.windermere.fl.us>, "mrose@town.windermere.fl.us"

<mrose@town.windermere.fl.us>, "nsutton@town.windermere.fl.us"

<nsutton@town.windermere.fl.us>, "swithers@town.windermere.fl.us"

<swithers@town.windermere.fl.us>

To: Mayor and Town Council and Development Review Board

From: Chad McGhee

Date: 8/3/2020

Address: 125 Forest St. Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

To: Jim O'Brien < jobrien@town.windermere.fl.us>; Robert McKinley < RMcKinley@town.windermere.fl.us>; Bill Martini

- <bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp
- <csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase
- <fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper
- <iroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton
- <nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards dedwards@town.windermere.fl.us

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: Nicole Carsten

Date: August 13, 2020

Address: 124 Forest St

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards, Nicole Carsten

Sent from my iPad

The information contained in this e-mail message is intended solely for the recipient(s) and may contain privileged information. Tampering with or altering the contents of this message is prohibited. This information is the same as any written document and may be subject to all rules governing public information according to Florida Statutes. Any message that falls under Chapter 119 shall not be altered in a manner that misrepresents the activities of Orange County Public Schools. [References: Florida State Constitution I.24, Florida State Statutes Chapter 119, and OCPS Management Directive A-9.] If you have received this message in error, or are not the named recipient notify the sender and delete this message from your computer.

From: jeff winn < jajawinn@gmail.com>

Sent: Thursday, August 13, 2020 9:45 PM

To: Jim O'Brien < jobrien@town.windermere.fl.us>; Robert McKinley < RMcKinley@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Liz Andert <landert@town.windermere.fl.us>; Chris Sapp

<csapp@town.windermere.fl.us>; Andy Williams <awilliams@town.windermere.fl.us>; Frank Chase

<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<iroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards < dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: Jeff Winn

Date: August 4, 2020

Address: 908 Rosser Road, Windermere, FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the development.	conditional use proposal & commercial building
Regards,	
Jeff Winn	

From: Joseph Ata < drijosephata@gmail.com>

Sent: Friday, August 14, 2020 9:38 AM

To: Jim O'Brien < jobrien@town.windermere.fl.us>; Robert McKinley < RMcKinley@town.windermere.fl.us>; Bill Martini

<<u>bmartini@town.windermere.fl.us</u>>; Liz Andert <<u>landert@town.windermere.fl.us</u>>; Chris Sapp

<csapp@town.windermere.fl.us>; Andy Williams <a williams@town.windermere.fl.us>; Frank Chase

<fchase@town.windermere.fl.us>; Peter Fleck <pfleck@town.windermere.fl.us>; Jennifer Roper

<iroper@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>; Norma Sutton

<nsutton@town.windermere.fl.us>; Stephen Withers <swithers@town.windermere.fl.us>

Cc: Diane Edwards < dedwards@town.windermere.fl.us>

Subject: Support Letter for Public Hearing on Windermere Brewing Conditional Use & Major Site Development

To: Mayor and Town Council and Development Review Board

From: Joseph Ata

Date: 08-14-20

Address: 5 Pine St. Windermere FL 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Joseph Ata D.M.D.

DrJosephAta@gmail.com 407-857-6501

Town of Windermere

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk
DOROTHY BURKHALTER

July 29, 2020

POTTHAST THOMAS JR 425 BUTLER ST WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 bcornelius@wadetrim.com Encl.

RECOMMEND - Major	Development (111 W 5th Ave.)	
APPROVAL:	DISAPPROVAL	=:
comments: Se	e attached letter	
	+1010	
SIGNATURE:	m Wolf	DATE: 8/14/20

Major Development (111 W 5th Ave)

Sec. 8-84 of the Windermere Town Code of Ordinances prohibit nightclubs, which are defined as, "an establishment exhibiting live entertainment, having a seating capacity of 25 or more persons and serving alcoholic beverages at retail to the public by glass or drink."

The applicant stated that he "has no plans for live entertainment", but must understand that live entertainment is **prohibited** at this type of establishment in Windermere.

Sec. 8-93 of the Windermere Town Code of Ordinances states:

(a) Except as otherwise provided in subsections (b) and (c) of this section, it shall be unlawful for any person to possess or consume alcoholic beverages on public property within the corporate limits of the town. The term "public property" means all property owned or controlled by the town, including streets and roads. The term "public property" also includes private property which is provided for and open to public use, including but not limited to parking lots for invitees on business premises.

As this location is right across the street from our Town Square, it is a concern that this type of establishment would encourage drinking on public property.

Finally, Sec.8-82 of the Windermere Town Code of Ordinances states:

(a) Any place of business in which alcoholic beverages or intoxicating beverages are sold or furnished at retail to the public by glass or drink within the town shall open directly and immediately on the street, and no such place of business shall be less than 1,000 feet from an established church, school or any other such place of business wherein consumption on premises is permitted which distance shall be measured by following the shortest route of ordinary pedestrian travel along the public thoroughfare from the main entrance of said place of business to the main entrance of the church and in case of a school, to the nearest point of the school grounds in use as part of the school facilities.

This establishment would be within 1000 feet of both the church and the chapel in Windermere, which is **prohibited** in our Town Codes. It is also within 500 feet of many residents, including our home. Our Town Codes were established to provide the amazing atmosphere that we all know and love.

We are highly concerned with having a place of business selling alcoholic beverages for many reasons:

- It is too close to churches, which is prohibited in our Town Codes.
- It is too close to homes. A microbrewery is known to produce odors which would have a negative effect on our quality of life, as we, along with many of our neighbors, enjoy sitting outdoors on our properties.
- Producing odors so close to a residential area would have a negative impact on our property values.
- Noise is a concern, especially with outdoor seating. No businesses in town remain open late such as the hours they are proposing. At the latest, businesses should close at 10PM on Friday and Saturday, and 6PM on Sunday, for the peace of the residents.

For these reasons, we do not recommend approval of this request.

Solly/20

Thomps W Pathort Jr. 425 B.

Scanned with CamScanner

Town of Windermere

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

July 29, 2020

POTTHAST THOMAS JR 425 BUTLER ST WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely,
Brad Cornelius, AICP, Town Planner
Wade Trim, Inc.
813.882.4373
bcornelius@wadetrim.com
Encl.

RECOMMEND - Major Devel	lopment (111 W 5th Ave.)	
APPROVAL:	DISAPPROVAL V	
COMMENTS: See	attached	
SIGNATURE: Juni POTTHAST THOMAS IR GENEVICE	in Pothar	DATE: 8-14-20

Major Development (111 W 5th Ave)

Sec. 8-84 of the Windermere Town Code of Ordinances prohibit nightclubs, which are defined as, "an establishment exhibiting live entertainment, having a seating capacity of 25 or more persons and serving alcoholic beverages at retail to the public by glass or drink."

The applicant stated that he "has no plans for live entertainment", but must understand that live entertainment is **prohibited** at this type of establishment in Windermere.

Sec. 8-93 of the Windermere Town Code of Ordinances states:

(a) Except as otherwise provided in subsections (b) and (c) of this section, it shall be unlawful for any person to possess or consume alcoholic beverages on public property within the corporate limits of the town. The term "public property" means all property owned or controlled by the town, including streets and roads. The term "public property" also includes private property which is provided for and open to public use, including but not limited to parking lots for invitees on business premises.

As this location is right across the street from our Town Square, it is a concern that this type of establishment would encourage drinking on public property.

Finally, Sec.8-82 of the Windermere Town Code of Ordinances states:

(a) Any place of business in which alcoholic beverages or intoxicating beverages are sold or furnished at retail to the public by glass or drink within the town shall open directly and immediately on the street, and no such place of business shall be less than 1,000 feet from an established church, school or any other such place of business wherein consumption on premises is permitted which distance shall be measured by following the shortest route of ordinary pedestrian travel along the public thoroughfare from the main entrance of said place of business to the main entrance of the church and in case of a school, to the nearest point of the school grounds in use as part of the school facilities.

This establishment would be within 1000 feet of both the church and the chapel in Windermere, which is **prohibited** in our Town Codes. It is also within 500 feet of many residents, including our home. Our Town Codes were established to provide the amazing atmosphere that we all know and love.

We are highly concerned with having a place of business selling alcoholic beverages for many reasons:

- It is too close to churches, which is prohibited in our Town Codes.
- It is too close to homes. A microbrewery is known to produce odors which would have a negative effect
 on our quality of life, as we, along with many of our neighbors, enjoy sitting outdoors on our properties.
- Producing odors so close to a residential area would have a negative impact on our property values.
- Noise is a concern, especially with outdoor seating. No businesses in town remain open late such as
 the hours they are proposing. At the latest, businesses should close at 10PM on Friday and Saturday,
 and 6PM on Sunday, for the peace of the residents.

For these reasons, we do not recommend approval of this request.	
Shim Pothert	8/14/20
Genevieve Potthast, 425 Butler Street	

Major Development: (111 W 5th Ave)

Landscaping: This proposal seems lacking in landscaping. See the following Town Codes:

Sec. 6-06-02 states:

(9) Solid waste refuse facilities shall be screened by a six-foot high masonry wall if located within the building setback areas. Such walls shall screen the refuse receptacle on three sides with the access side oriented towards the interior of the site. Refuse receptacles which are located in areas visible by the patrons of the site or abutting properties shall be screened in accordance with the criteria in this subsection. Such walls shall be landscaped with shrubs planted adjacent to the wall at a standard of 25 per 100 feet of wall. The wall and hedge shall not be located within the required buffer zone.

If this building is sharing the solid waste refuse facilities at the Windermere Market, the facilities should be screened in accordance to the Town Codes.

(11) A landscaped area shall be provided around the base of all buildings, oriented toward public rights-of-way and equal to 50 percent of the linear length of the building oriented toward the right-of-way, with a minimum width of four feet.

Looking at the site renderings of the buildings, the bases of the buildings are sorely lacking landscaping. It would be a nice addition to the town canopy if some shade trees were added to this property as well.

8-14-20

Genevière Potthast

Town of Windermere

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

July 29, 2020

POTTHAST THOMAS JR 425 BUTLER ST WINDERMERE, FL 34786

RE: Public Notice of Major Development - 111 W 5th Avenue - Proposed New Commercial Building

111 W 5th Ave LLC, owner of 111 W 5th Avenue, has submitted a major development plan for the development of a 2,519 square foot single-story commercial building. On the subject property. Please see the enclosed proposed site plan and additional information for the proposed new commercia building.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by August 14, 2020.

This matter will be presented to the Development Review Board on Tuesday, August 18, 2020, at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, September 8, 2020, at 6:00 p.m., and October 13, 2020, at 6:00 p.m. At this time, the Town will either hold the meeting in person in the Town Hall, located at 520 Main Street, Windermere or it will be held virtually through ZOOM. However, please refer to the Town's website or contact the Town's Administration Office to confirm the meeting method. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 bcornelius@wadetrim.com Encl.

RECOMMEND – Major Development (111 W 5 th Ave.)			
APPROVAL:	DISAPPROVAL	· ·	
COMMENTS:			
010.7	th and		
SIGNATURE: ('//W/ POTTHAST THOMAS	FR CHRISTIALE	DATE: 8-14-2020	

From: Sackie Rapport

Date: 8/14/20

Address: 226 Forest St.

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development. Regards,

Prom: VERRY HOWARD

Date: 8/14/20

Address: 215 MASNOCIA ST. WINDERMERE

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Serry How of

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

To: Mayor and Town Council and Development Review Board From: Mary Fran Howard
Date: 8/14/2020 Address: 215 Magnoliz St. Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020. The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address. I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District. Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere. Once again, I am in full support of both the conditional use proposal & commercial building development. Regards. Mary Fran Howard

From: Garald W. Fay

Date: Que. 15, 2020

Address: 28 Pine ST. Fla 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.
Regards,

Real W. La

From: Judith A. Plett

Date: 8-5-2020

Address: 220 E. 4th Avenue, Windumere, FL34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Judith a Slett

Regards,

From: Richard H Chum

Date: 8-13-20

Address: 11355 winder 34726

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

Regards,

Richard 7d Quinn

From: Karen Quinn

Date: 08/13/20

Address: 11355 Windermere Rd

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.
Regards,

Kum Wan

To: Mayor and Town Council and Development Review Board WIT COUNTING THE SUZI

From:

Date:

8-14-2020

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development. Regards,

Prom: Daka M. Bonjante.

Date: August 14 2020

Address: 414 E. 5th ave.

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development. Regards,

Nalia M. Bonfanti

From: Giovanni Bonfanti

Date: 14 August 2020

Address: 414 E. 5th Ave

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Micro-brewery at 111 W 5th Avenue It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Review Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new commercial building at the above listed address.

I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.
Regards,

Simily 0

From:

Joseph and Christine Tenczar

Date:

8/14/2020

Address:

327 E. 8th Ave.

Windermere, Fl 34786

Re: Public Hearing on Proposed New Commercial Building and Proposed Taproom & Microbrewery at 111 W 5th Avenue

It has come to my attention that a public hearing for the a proposed new commercial building & conditional use for a taproom & micro-brewery at 111 W 5th Avenue will occur in front of the Development Revue Board on August 18, 2020 & later by the Windermere Town Council on September 8, 2020.

The matters being discussed for approval by the Town Council are a conditional use permit for Windermere Brewing Company to operate a taproom & micro-brewery in the proposed new I would like to voice my approval for both these items. While I understand that some concessions may need to be made by all parties involved, I also feel that this proposed development and use is compatible with the Town's character & will serve to bring more community enjoyment to our Downtown Business District.

Part of the charm of living in Windermere is its unique downtown district, our town square is where residents come together as a community. I believe we must foster and grow our small businesses to create an even better quality of life for the residents of Windermere.

Once again, I am in full support of both the conditional use proposal & commercial building development.

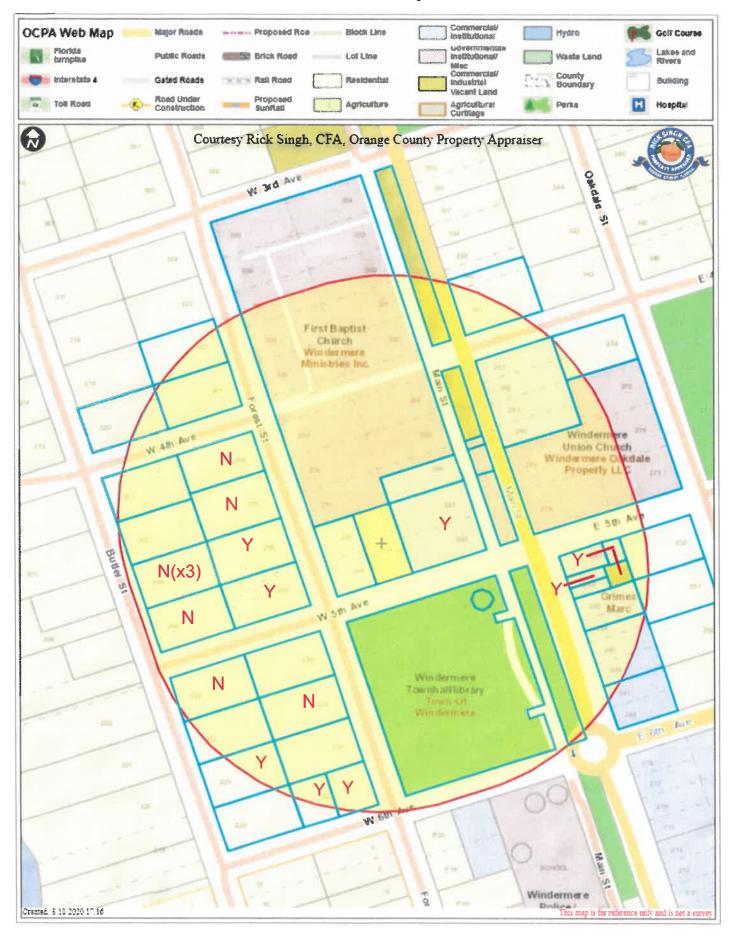
Regards,

Name	Address	Response	Responses Per Person	Within 500 Ft
SPEARS JOHN A	406 FOREST ST	N	1	Y
JONES FRANCES K LIFE ESTATE (JONES FRANCES)	412 FOREST ST	N	2	Y
POTTHAST CHRISTINE	425 BUTLER ST	N	1	Y
POTTHAST GENEVIEVE M	425 BUTLER ST	N	1	Y
POTTHAST THOMAS JR	425 BUTLER ST	N	1	Υ
435 BUTLER TRUST	435 BUTLER ST	N	1	Y
DIEDERICH ANDREA	505 BUTLER ST	N	1	Υ
CRAVEN BARRY T	516 FOREST ST	N	1	Y
RICKERSON LANCE L LIFE ESTATE (ELLE RICKERSON)	884 MAIN ST	N	2	N
SHEFFIELD CAREY ANNE	101 LEE 57	Y	1	N
SHEFFIELD WAYNE STUART	101 LEE ST	Y	1	N
STEPHEN FASEN	10808 BAYSHORE DR	Y	1	N
WENDY FASEN	10808 BAYSHORE DR	Y	1	N
LUCIA ROCA MENDRO	10864 BAYSHORE DR	Y	1	N
MENDRO RYAN L	10864 BAYSHORE DR	Y	1	N
MONTGOMERY RICHARD L	11067 SCHOONER WAY	Y		
VAN ALPHEN HUBERT	11200 CEDAR GROVE CT		1	N N
		Y	1	N
OLES HEATHER H	11230 LAKE BUTLER BLVD	Y	1	N
KIRK KRISTA JEAN	11311 WILLOW GARDENS DR	Y	1	N
QUINN KAREN	11355 WINDERMERE RD	Y	1	N
QUINN RICHARD	11355 WINDERMERE RD	Y	1	N
ANDRUS JACKIE L	11416 WILLOW STOWE LN	Y	1	N
ANDRUS TODD L	11416 WILLOW STOWE LN	Y	1	N
WEISZ STEPHANIE	11449 LAKE BUTLER BLVD	Y	1	N
CHAMBLISS ROBERT NEAL	117 PALM ST	Y	1	N
DOUGLAS ANTHONY KEGLER TRUST (DOUGLAS KEGLER)	12 PINE ST	Y	1	N
CARSETEN NICOLE	124 Forest St	Y	1	N
MCGHEE CHAD	125 FOREST ST	· v	1	N
ROSS SCOTT M	201 W 5TH AVE	Y	1	Y
BISSEN MARY	203 W 6TH AVE	Y	1	Y
SARA RUFFNER	2108 KANE PARK WAY	Y	1	
STEVE RUFFNER				N
	2108 KANÉ PARK WAY	Y	1	N
DAVID J HAAS LIVING TRUST	211 W 6TH AVE	Y	1	Y
GUTHRIE MICHAEL	215 FOREST ST	Y	1	N
HOWARD JERRY	215 MAGNOLIA ST	Y	1	N
HOWARD MARY FRAN	215 MAGNOLIA ST	Y	1	N
BRYNNA E CONNORS REVOCABLE TRUST (BRYNNA CONNORS)	217 OAKDALE ST	Y	1	N
PLATT JUDITH	220 E 4TH AVE	Υ	1	N
BARDOE WILLIAM G (BILL)	225 E 9TH AVE	Y	1	N
RAPPORT JACKIE	226 FOREST ST	Y	1	N
REAGAN DAVID	227 W 2ND AVE	Y	1	N
GRAHAM ERIC A	235 PALM ST	Y	1	N
GRAHAM JEANNE F	235 PALM ST	Y	1	N
FAY GERALD	28 PINE ST	Y	1	N
FAY KAREN F	- I was a second track to the second track track to the second track tra	Y		
KELLY TIM	28 PINE 5T		1	N
	2829 MARQUESAS CT	Y	1	N
DEBOER ANNE	306 BUTLER ST	Y	1	N
DEBOER DEREK	306 BUTLER ST	Y	1	N
RUCKI AMY	3229 WAUSEON DR	Y	1	N
RUCKI CHRIS	3229 WAUSEON DR	Y	1	N
TENCZAR JOSEPH	327 E 8TH AVE	У	1	N
TENCZAR CHRISTINE	327 E 8TH AVE	Y	1	N
TULK DAVID WILLIAM	3340 WAX BERRY CT	Y	1	N
TOMASZEWSKI LINDSEY A	40 MAIN ST	Y	1	N
TOMASZEWSKI MATT M	40 MAIN ST	Y	1	N
FOOTE AGNES	407 E 7TH AVE	Y	1	N
FOOTE GEORGE E JR	407 E 7TH AVE	Y	1	N
LIEBERMAN JOSHUA JOEL	41 PINE ST	Y	1	N
LIEBERMAN MARIA CECELIA	41 PINE ST	Y	1	N
BONFANTI DALIA				
BONFANTI GIOVANNI	414 E 5TH AVE 414 E 5TH AVE	Y	1	N N
			1	
BLACK AMANDA L	414 FOREST ST	Y	1	Y
WINDERMERE MARKET LLC	428 MAIN ST	Y	1	Y
MATTHEWS BRIDGETTE	430 BUTLER ST	Y	1	N
GURR LAUREN NICOLE	44 OAKDALE ST	γ	1	N
ATA JOSEPH ADAM	5 PINE ST	Y	1	N.
501 MAIN L L C	501 MAIN ST	Y	1	Y
PARK RESIDENTIAL RENTALS LLC	505 MAIN ST	Y	1	Υ
Larochelle elena	515 OAKDALE ST	Y	1	N
LILY SIVIGLIA	515 W 2ND AVE	Y	1	N
PEARL CYNTHIA E	525 BUTLER ST	Y	1	Y
ANDERT CHRIS	60 OAKDALE ST	Y	1	N
L	610 RIDGEWOOD DR	Y	1	N
MATHEISON ROBERT A		Y	1	N
MATHEISON ROBERT A CAMPRELL KIM			-	N N
CAMPBELL KIM	611 FOREST ST		- 1	
CAMPBELL KIM HENRY KIRSTEN	619 MAGNOLIA ST	Y	1 1	
CAMPBELL KIM HENRY KIRSTEN HENRY MATT	619 MAGNOLIA ST 619 MAGNOLIA ST	Y	1	N
CAMPBELL KIM HENRY KIRSTEN HENRY MAIT MILLER DEAN A	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST	Y Y Y	1 1	N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER LAUREN	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST	Y Y Y	1 1 1	N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER LAUREN MILLER SANA C	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST	Y Y Y Y	1 1 1 3	N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER LAUREN MILLER LESHA C KARN SUZI	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 637 RIDGEWOOD DR	Y Y Y Y Y Y Y	1 1 1 3	N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER LAUREN MILLER SANA C	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST	Y Y Y Y	1 1 1 3	N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER LAUREN MILLER LESHA C KARN SUZI	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 637 RIDGEWOOD DR	Y Y Y Y Y Y Y Y Y	1 1 1 3 1	N N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER LAUREN MILLER LESHA C KARR SUZI AKEN TERESA L	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 637 RIDSEWOOD DR 70 FOREST ST 8 PINE ST	Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y	1 1 1 3 1 1	N N N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER ESHA C KARA 5-UZI AKEN TERESA L SALMON LYNN T	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 637 BIDSEWOOD DR 70 FOREST ST 8 PINE ST 8 PINE ST	Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y	1 1 1 3 1 1 1 1	N N N N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER LESHA C KARR SUZI AKEN TERESA L SALMON JAMES G (JIM) SALMON LYNN T SIMANN SIMON T	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 627 BUTLER ST 627 BUTLER ST 628 WOOD DR 70 FOREST ST 8 PINE ST 8 PINE ST 812 & 820 EAST BLVD	Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y	1 1 3 1 1 1 1 1	N N N N N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER EAUPEN MILLER ESHA C KARR SUZI AKEN TERESA L SALMON JAMES G (JIM) SALMON LYNN T SIMAAN SIMON T SIMAAN SIMON A	619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 637 RIDGEWOOD DR 70 FOREST ST 8 PINE ST 8 PINE ST 812 & 820 EAST BLVD 812 & 820 EAST BLVD	Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y	1 1 1 3 1 1 1 1 1 1	N N N N N N N N
CAMPBELL KIM HENRY KIRSTEN HENRY MATT MILLER DEAN A MILLER LESHA C KARR SUZI AKEN TERESA L SALMON JAMES G (JIM) SALMON LYNN T SIMAAN SIMON T	619 MAGNOLIA ST 619 MAGNOLIA ST 625 BUTLER ST 625 BUTLER ST 625 BUTLER ST 627 BUTLER ST 627 BUTLER ST 628 WOOD DR 70 FOREST ST 8 PINE ST 8 PINE ST 812 & 820 EAST BLVD	Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y	1 1 3 1 1 1 1 1	N N N N N N N

Updated As of 08.31.2020:

Updated As of 08.31.2020:	
Responses Within 500 Ft	16
Total Support	8
Total Opposed	8
Total Person Responses	89
Total Person Support	80
Total Person Opposed	9
Total Households	64
Total Household Support	57
Total Households Onnosed	7

8/10/2020 Printing



614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor

JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk
DOROTHY BURKHALTER

Development Review Board September 15, 2020

Town Council October 13, 2020

Case No.: Z20-12

Applicant/Representative: Donn Sharpe, Davila Homes Construction

Property Owner: DR Developments, LLC (Thiago Davila)

Requested Action: Variance to allow for the north front setback on E 12th Ave. to be

reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet for a noncontiguous corner lot.

Property Address: 1221 Oakdale Street Windermere, FL 34786

Legal Description: PLAT OF WINDERMERE G/36 LOT 6 & N 20 FT OF LOT 5 &

BEG NE COR LOT 6 RUN NELY ALONG PROJECTED N LINE OF LOT 6 TO E LINE OF SW1/4 OF NE1/4 S TO A PT OF PROJECTED LINE OF S LINE OF N 20 FT OF LOT 5 NLY TO

POB

Future Land Use/Zoning: Residential/Residential

Existing Use: Residential (Single Family)

Surrounding Future Land Use/Zoning

North: Residential/Residential

East: Lake Bessie

South: Residential/Residential
West: Residential/Residential

CASE SUMMARY:

The subject property is a noncontiguous corner lot. The minimum yard setbacks in residential zoning districts for noncontiguous corner are as follows: The front yard setback shall be 25 feet, the side yard setback shall be 15 feet and, if applicable, the rear yard setback shall be 35 feet. Because this is a corner lot, the subject property has two front yards. One front yard is along Oakdale Street, and the second front yard is along the undeveloped portion of E 12th Avenue. The applicant requests to allow for the north front setback on E 12th Avenue to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet.

The subject property is 100 feet wide. If the subject lot was not a noncontiguous corner lot, then the applicable north and south side setback standard would be 12.5 feet, which is 2.5 feet greater than the 10 foot setback requested by the applicant on the southern property line, and 2.5 feet less than required by the applicant on the northern property line.

The portion of the E 12th Avenue ROW adjacent to the subject property is not developed and contains Town maintained stormwater facilities. See following pictures of the subject property and its relationship to E 12th Avenue.





Division 10.02.00 of the LDC empowers the Development Review Board to review and make recommendations for approval, approval with conditions or denial to the Town Council on variance requests.

Division 10.02.00 of the LDC requires the Town Council to consider the recommendation of the Development Review Board and to take final action to either approve or deny the variance request.

CASE ANALYSIS:

Section 10.02.02 of the LDC provides the specific standards by which the Development Review Board and Town Council are to review to consider the approval or denial of a variance application. In addition, this Section requires a positive finding, based on substantial competent evidence, for each of the standards. These standards are summarized as follows:

- 1. The need for the variance arises out of the physical surroundings, shape, topographical condition or other physical or environmental conditions that are unique to the subject property. Variances should be granted for conditions peculiar to the property and not the result of actions of the property owner;
- 2. There are practical or economic difficulties in carrying out the strict letter of the regulation;
- 3. The variance request is not based exclusively upon a desire to reduce the cost of developing the site;

- 4. The proposed variance will not substantially increase congestion on surrounding public streets, the danger of fire or other hazard to the public;
- 5. The proposed variance will not substantially diminish property values in, nor alter the essential character of, the area surrounding the site;
- 6. The effect of the proposed variance is in harmony with the general intent of this Land Development Code and the specific intent of the relevant subject areas of this Land Development Code; and
- 7. The variance will not encourage further requests for changes where such a land use would not be deemed appropriate.

It is also important to note that this Section also provides specific standards that are not to be considered in the review of a variance application. These standards are:

- 1. That the implementation of these regulations would impose an economic hardship on the cost of the building or redevelopment project;
- 2. That these regulations impose a hardship by decreasing the maximum density of a property in terms of the number of units, square footage of buildings, etc.; and
- 3. That other adjacent lands, structures or buildings not in conformance with these regulations provide a rationale for a lessening of their application in this specific case.

Section 10.02.02(c) of the LDC allows the imposition of conditions and restrictions as may be necessary to allow a positive finding to be made on any of the variance standards to minimize the negative effect of the variance. The conditions and restrictions should further the interest of the LDC.

The applicant submitted a site plan and other materials in support of the variance request. The following is a summary of the information provided by the applicant in support of their variance request:

1. "We are in need of this variance due to the unique circumstances of this lot being next to an unbuildable and unusable portion of 12th Avenue."

PUBLIC NOTICE:

Public notices were mailed to property owners within 500 feet of the subject property (34 notices sent). As of October 6 2020, 14 responses were returned, six (6) were in support, six (6) were in opposition, and two (2) were both in support and opposition. The neighbor adjacent to the south property line objected to the variance.

DEVELOPMENT REVIEW BOARD (DRB) RECOMMENDATION:

On September 15, 2020, the DRB held a hearing to consider the subject variance. Based on the

testimony provided at the DRB hearing and the information from the staff report, the DRB did not find a hardship to support the full variance request. However, the DRB recommended that the Town Council approval a variance to allow a front setback of 15 feet along E 12th Avenue and to maintain the required 15 foot side setback for the southern property line. The DRB vote was 3-1.



8/11/20

TO: Dorothy Burkhalter, Town Clerk - Town of Winderemere, Winderemere, FL 34786

RE: 1221 Oakdale St Variance

To whom it may concern,

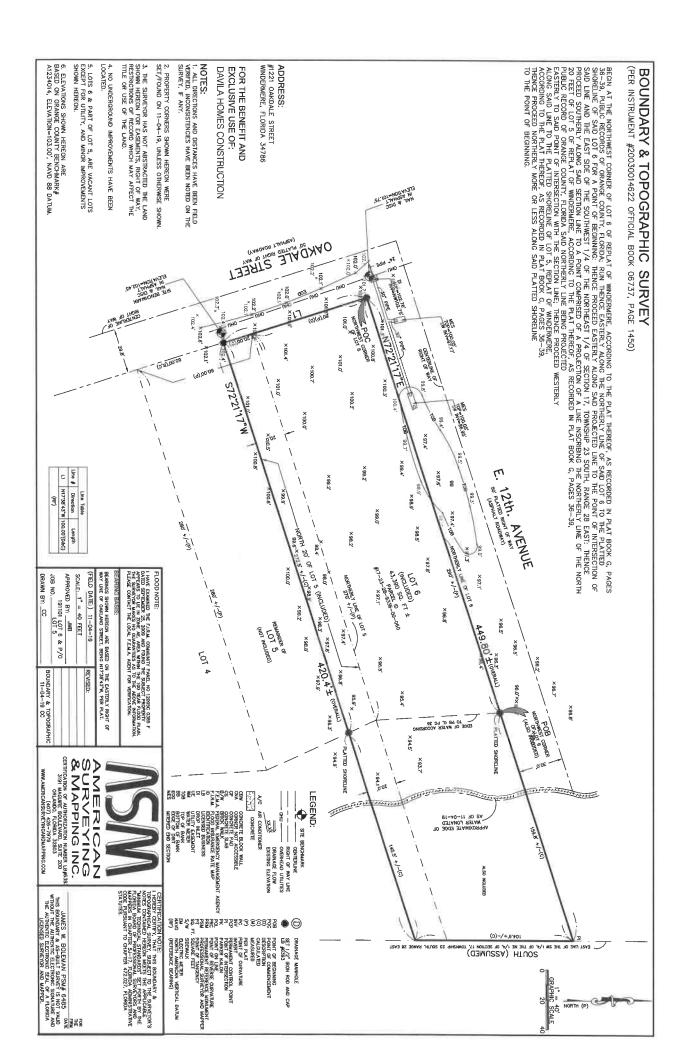
We are requesting a variance for 1221 Oakdale St. within the Town of Windermere, Florida for the side setback. We are requesting a variance on the northwestern side of the property along the unimproved street 'E. 12th Avenue'. This street, by the towns definition, treats this as a non-contiguous lot therefor the setback from 12th Avenue is 25'. We are requesting a reduced setback from 25' to 15' similar to the setback of a contiguous lot. We are also requesting a variance of the side setback on the interior lot line of 15' to 10'. We are in need of this variance due to the unique circumstances of this lot being next to an unbuildable and unusable portion of 12th Avenue.

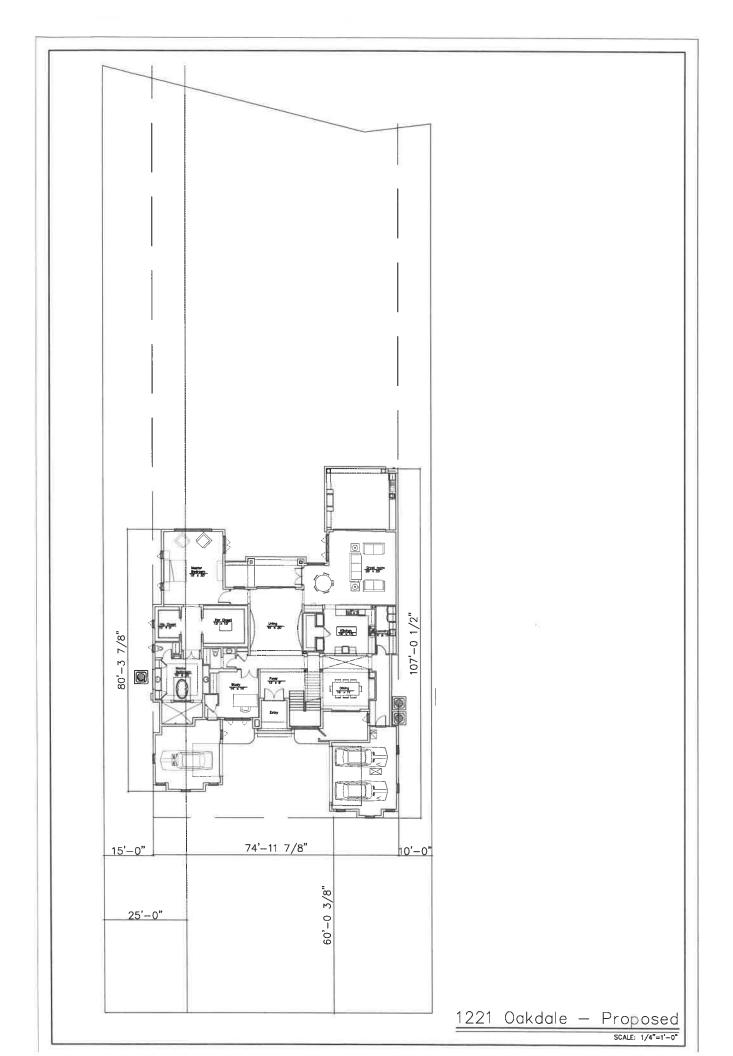
Thank you,

Donn Sharpe | Director of Permitting
Davila Homes Construction
2211 W. Washington Street | Orlando, Florida 32805
P: 407.968.7195 xt 7000 | F: 407.237.3129
permitting@davilacustomhomes.com
www.davilacustomhomes.com

AGENT AUTHORIZATION FORM

I/WE, (PRINT PROPERTY OWN	ER NAME) THIAGO TAULA, AS THE OWNER(S) OF TH	ŧΕ
REAL PROPERTY DESCRIBED	AS FOLLOWS, 1221 Oakdale St. Windermere FL , D	10
HEREBY AUTHORIZE TO ACT A	AS MY/OUR AGENT (PRINT AGENT'S NAME), Donn Sharpe	_,
TO EXECUTE ANY PETITIONS	OR OTHER DOCUMENTS NECESSARY TO AFFECT THE APPLICATION APPROVAL REQUESTE	:D
AND MORE SPECIFICALLY DE	ESCRIBED AS FOLLOWS, Variance and any related Permits, AND T	0
APPEAR ON MY/OUR BEHALF	BEFORE ANY ADMINISTRATIVE OR LEGISLATIVE BODY IN THE COUNTY CONSIDERING TH	IS
APPLICATION AND TO ACT IN A	ALL RESPECTS AS OUR AGENT IN MATTERS PERTAINING TO THE APPLICATION.	
Date: 8-17-2020	Signature of Property Owner Print Name Property Owner	
Date:	Signature of Property Owner Print Name Property Owner	
STATE OF FLORIDA COUNTY OF LAKE		
l certify that the for by Thing Navi	regoing instrument was acknowledged <u>before me this _//</u> day of He/she ispersonally known to me or has produce as identification and did/did not take an oath.	_; ed
Witness my hand August , in the year	and official seal in the county and state stated above on the <u>17</u> day	of
	Illlan lles	
WILLIAM State of Florida-N (Notany Seal) My Commissio October 19	Notary Public (GG 153091 Notary Public for the State of Florida On Expires 9, 2021	Notary GG 15 on Exp
	My Commission Expires: 10 - 19 - 27	
Legal Description(s) or Parcel	I Identification Number(s) are required:	
PARCEL ID #: 17-23-28-93	336-00-060	
		_
	T OF WINDERMERE G/36 LOT 6 & N 20 FT OF LOT 5 & BEG NE COR LOT 6 RUN	
	Y ALONG PROJECTED N LINE OF LOT 6 TO E LINE OF SW1/4 OF NE1/4 S TO A I PROJECTED LINE OF S LINE OF N 20 FT OF LOT 5 NLY TO POB	PT
OFF	ROJECTED BINE OF S BINE OF N 2011 OF EOT SINE! TO FOD	-





614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

JOHNSON PEGGY L PO BOX 158 WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 towta.wadetrim.com

Encl.

RECOMMEND	- Z20-12 (1221	Oakdale St.)				
APPROVAL:		DISAPPROVAL				
COMMENTS:_						
	1					
	-	PA				
SIGNATURE:	/ Aggn	JA Shir	DATE:	8-31-	20	
JOHNSON PEG	GYL					

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

GREER DONALD R 1119 OAKDALE ST WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 town wadetrim.com

towia waucii iiii.coi.

Encl.

RECOMMEND - Z20-12 (1221 Oakdale St.)
APPROVAL: DISAPPROVAL _X
COMMENTS: / Hove No prosten Reducing THE NORTH SETBACK
BUT THE TOWN NEEDS TO BE SUM THAT THEN IS FNOUGH ROOM
To MAINTAN THE TOWN'S ROTEL TON DONG.
SIGNATURE: Cella Seconda DATE: 9/1/20
GREER DONALD R
I don't see ANY REASON TO REDUCE THE BOUTH SETBACK TO 10.

THAT PUTS THE A/C'S TOO Close TO THE NEIGHBON TO THE SOUTH

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

SMALL EVAN J 1127 OAKDALE ST WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions. Sincerely,

Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373

towia wadetrim.com

Encl.

RECOMMEND	- Z20-12 (1	21 Oakdale St.)					
APPROVAL:		DISAPPROVAL					
COMMENTS:_							
74						_	
	4					-	
SIGNATURE:_	12		DATE:	012	/1	= 1	
SMALL EVAN J			_ DAIL;_	7/2	120	-	

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

KEATOR CLARK L 1225 OAKDALE ST WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 towawadetrim.com

Encl.

RECOMMEND	– Z20-12 (1221 Oakdale St.)
APPROVAL:_	DISAPPROVALX
COMMENTS:_	The proposed site plan and size of home, appears to be over powering the lot as well as encroaching into the side set back of 15 ft, to the north. The plan indicates a AC unit installed within the requested variance area as well. We do not believe this proposed construction would be in alignment to the existing homes along Oakdale Street.
SIGNATURE:_	DATE: 9/3/2020

That this Working Good "Right and A town of Windows high and Seven all of Ochdale. We also a 2020 DISAPPROVAL SIGNATURE: 65 cm. GEBBEN BRADLEY C COMMENTS: APPROVAL:

RECOMMEND - Z20-12 (1221 Oakdale St.)

Hosenve our flinacy of 30 years. We have all had to bludd within the strick guiding of Town of Winderford of our Town. We help the bluss. We dishow and qualfy of our Town. We dishow with this kequest.

APPROVAL:	DISAPPROVAL	
COMMENTS:	COMMENTS: I am ok with the variance along	
E. 12 th ANE	AVE but not along the interior	ı
107	Line. ABT Fair to neighbor.	
SIGNATURE:	6 Hard	

ALOWAY JAMES E

RECOMMEND - Z20-12 (1221 Oakdale St.)

:0-12 (1221 Oakdale St.)	DISAPPROVAL	COMMENTS: THE OWNER KNEW MASS THEY WERE BEATURE	INTO (NO) TO PONUMBE ON THE LOWER, THE PLOPOSAL	15 NOT ATLANANTY TO THE HOME ON CHENT SUL	DATE: 9/2/20
RECOMMEND - Z20-12 (1221 Oakdale St.)	APPROVAL: DIS	COMMENTS: THE OWNER	INTO (NON TO PONCH	15 NOT ATLANTA	SIGNATURE

CRAMER CURTIS L

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

LARSEN GEORGE E JR LIFE ESTATE 104 E 11TH AVE WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely,
Brad Cornelius, AICP, Town Planner
Wade Trim, Inc.
813.882.4373
tow@wadetrim.com
Encl.

RECOMMEND - Z20-12 (1221 Oakdale St.)

APPROVAL: DISAPPROVAL Strongly V

COMMENTS: There are no unique circumstances, the lot in question is a corner lot, one of many in town, while the section of E. 12th Ave on the north side of the lot is not use for driving, the setback should remain 25 feet. The two homes on the south side of E 12th between Main and Oakdale are setback 25 feet so if the variance on the north side is granted then the new home would be sticking out an unsightly 10 feet as people drive east on 12th. As for the southside variance, I would not like my neighbors to be any closer to me than they already are and with the blueprint showing the air conditioning units being placed between the homes, granting the variance would increase the noise level requiring the existing homeowner to have to keep the windows closed on that side.

SIGNATURE:

DATE: Sept & ZUZO

LARSEN GEORGE E JR LIFE ESTATE

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

GATLIN ROGER 1224 OAKDALE ST WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely,
Brad Cornelius, AICP, Town Planner
Wade Trim, Inc.
813.882.4373
tow@wadetrim.com

Encl.

RECOMMEND - Z20-12 (1221 Oakdale St.)

APPROVAL: DISAPPROVAL

COMMENTS: See A Hacked

SIGNATURE: DATE: SIGN, H, 2020

GATLIN ROGER

Comments on the variance request for 1221 Oakdale St. Z20-12

The Applicant is requesting a variance to the North setback from 25 feet to 15 feet and the south setback from 15 feet to 10 feet.

Section 10.02.02. — "Limitations on granting variances" is sited here as my reasons for objecting to the proposed variance.

In paragraph (a) it states:

The board shall not consider, as grounds for approval of a variance, the following:

- (1) That the implementation of these regulations would impose an economic hardship on the cost of the building or redevelopment project.
- (2) That these regulations impose a hardship by decreasing the maximum density of a property in terms of the number of units, square footage of buildings, etc.
- (3) That other adjacent lands, structures or buildings not in conformance with these regulations provide a rationale for a lessening of their application in this specific case.

Paragraph (b) lists several conditions and says the Development Review Board must make a positive finding on each of them. Included is:

The board shall not consider, as grounds for approval of a variance, the following:

lin 9/04/2000

- (1) There are practical or economic difficulties in carrying out the strict letter of the regulation.
- (2) The variance request is not based exclusively upon a desire to reduce the cost of developing the site.

The above and other of the conditions for granting a variance appear to preclude the granting of the subject variance.

In my opinion, the granting of a variance must have very substantial reasons for it and present substantial conditions unforeseen or not considered by the regulations. Otherwise, the regulations become difficult to enforce. If such substantial reasons are presented for granting a variance, then perhaps the regulation needs to be changed. I don't believe that a lot that is too small for the desired house construction meets the conditions for a variance which effectively enlarges the lot by reducing the house setbacks.

Roger Gatlin

1224 Oakdale St.

RECOMMEND - Z20-12 (1221	Oakdale St.)
APPROVAL:	DISAPPROVAL
COMMENTS: Until	the city const
repairs the intersection of a signature:	Rain Ranoff At The Ath & OAKDALE, I will Not Approve A VARRING
FRY THOMAS	DATE: 9-9-20
	;

Received

SEP 1 1 2020

Wade Trim

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

BALS JAMES T 1207 MAIN ST WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 towawadetrim.com

Encl.

RECOMMEND - Z20-12(1221 Oakdale St.)

APPROVAL: DISAPPROVAL

COMMENTS:

SIGNATURE: DATE: 9 4 2000

BALS JAMES T

SALLIES BREWAY

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

RUKE DANIEL T 1226 MAIN ST WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10 feet.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely, Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373

towia wadetrim.com

Encl.

RECOMMEND - Z20-12	(1221 Oakdale St.)			
APPROVAL:	DISAPPROVAL	Phone with a contract of the c	······idenoupus	
COMMENTS:				
SIGNATURE:	-	DATE:	7//20	
RUKE-DANIEL T	- Control of the Cont			

614 Main Street Windermere, FL 34786 Fax: (407) 876-0103 Office: (407) 876-2563

Mayor JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

DOBBS GREGG PO BOX 747 WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 1221 Oakdale St. Z20-12

Donn Sharpe, on behalf of the owners of 1221 Oakdale St., submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for the north front setback on E 12th Ave. to be reduced from 25 feet to 15 feet and for the south side setback be reduced from 15 feet to 10

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope - to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Brad Cornelius, AICP, Town Planner Wade Trim, Inc. 813.882.4373 tow(a wadetrim.com

Encl.	
RECOMMEND - Z20-12 (1	DISAPPROVAL
COMMENTS:	
SIGNATURE: DOBBS GREGG	DATE: 9/10/2020

APPROVAL:_	<u> </u>	DISAPPROVAL		1
COMMENTS:	ensco cumentum en envere dendedi ni		yan yanga anang manada ésan esisin erek (1964)	
	A) 0	1011		0/1
SIGNATURE:	Roke	1 E. Jonlavo	DATE:	9/8/20

.

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor

JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

Development Review Board September 15, 2020

Town Council October 13, 2020

Case No.: Z20-13

Applicant/Representative: Chuck Tompkins

Property Owner: Chuck Tompkins

Requested Action: Variance to allow for a generator to be placed in a front yard of a

corner lot. The Town requires generators to be in a side or rear yard.

Property Address: 12037 Lake Butler Blvd. Windermere, FL 34786

Legal Description: BUTLER BAY UNIT 1 11/92 LOT 91

Future Land Use/Zoning: Residential/Residential

Existing Use: Residential (Single Family)

Surrounding Future Land Use/Zoning

North: Residential/Residential
East: Residential/Residential
South: Residential/Residential
West: Residential/Residential

CASE SUMMARY:

The subject property is a corner lot on the southeast corner of Lake Butler Boulevard and Park

Avenue. Due to the subject property being a corner lot, the subject property has two front yards. One front yard is along Lake Butler Boulevard, and the second front yard is along Park Avenue. The applicant desires to install a generator on the north side of the house within the front yard adjacent to Park Avenue. The Town's Code limits the placement of generators to the side or rear yards (Article VII, Land Development Code). The front yard adjacent to Park Avenue is heavily screened with landscaping and not readily visible from Park Avenue. See the following picture that is from Park Avenue looking at the screening in the front yard of the subject property. The proposed generator would be located behind the existing landscape screening.



Division 10.02.00 of the LDC empowers the Development Review Board to review and make recommendations for approval, approval with conditions or denial to the Town Council on variance requests.

Division 10.02.00 of the LDC requires the Town Council to consider the recommendation of the Development Review Board and to take final action to either approve or deny the variance request.

CASE ANALYSIS:

Section 10.02.02 of the LDC provides the specific standards by which the Development Review Board and Town Council are to review to consider the approval or denial of a variance application. In addition, this Section requires a positive finding, based on substantial competent evidence, for each of the standards. These standards are summarized as follows:

- 1. The need for the variance arises out of the physical surroundings, shape, topographical condition or other physical or environmental conditions that are unique to the subject property. Variances should be granted for conditions peculiar to the property and not the result of actions of the property owner;
- 2. There are practical or economic difficulties in carrying out the strict letter of the

regulation;

- 3. The variance request is not based exclusively upon a desire to reduce the cost of developing the site;
- 4. The proposed variance will not substantially increase congestion on surrounding public streets, the danger of fire or other hazard to the public;
- 5. The proposed variance will not substantially diminish property values in, nor alter the essential character of, the area surrounding the site;
- 6. The effect of the proposed variance is in harmony with the general intent of this Land Development Code and the specific intent of the relevant subject areas of this Land Development Code; and
- 7. The variance will not encourage further requests for changes where such a land use would not be deemed appropriate.

It is also important to note that this Section also provides specific standards that are not to be considered in the review of a variance application. These standards are:

- 1. That the implementation of these regulations would impose an economic hardship on the cost of the building or redevelopment project;
- 2. That these regulations impose a hardship by decreasing the maximum density of a property in terms of the number of units, square footage of buildings, etc.; and
- 3. That other adjacent lands, structures or buildings not in conformance with these regulations provide a rationale for a lessening of their application in this specific case.

Section 10.02.02(c) of the LDC allows the imposition of conditions and restrictions as may be necessary to allow a positive finding to be made on any of the variance standards to minimize the negative effect of the variance. The conditions and restrictions should further the interest of the LDC.

The applicant submitted a site plan and other materials in support of the variance request. The following is a summary of the information provided by the applicant in support of their variance request:

- (1) There are practical or economic difficulties in carrying out the strict letter of the regulation.
 - a. The underground main electrical supply to the house is on the North side. Whole house emergency generators are normally installed where the house electric main enters the house. To put the generator on the south side would impose a significant increase in electrical wire run and significantly reduce efficiency of the generator.

- (2) The variance request is not based exclusively upon a desire to reduce the cost of developing the site.
 - a. No. There are several other reasons why the North Side of the property would be the best placement of the generator.
 - i. This North Side of the property already has house equipment. It has an AC outside unit and a pool pump. You cannot see or hear this existing equipment from the sidewalk on the other side of the landscape berm.
 - ii. The House Main Electrical box to the house is on this side of the house. The generator would be 5 feet away from the Main Electric Box where the manufacture recommends its placement.
 - iii. This North Side of the house has a four-foot landscape berm with significant landscape. You cannot see the side of the house from the street (Park Ave). The generator will be approximately 31 feet away from the property line next to sidewalk.
 - iv. If the generator is put on the South side of the house it will be approximately 50 feet away from the neighbor's house. If installed on the North side, it will approximately 200 feet to the house across the street. This is an emergency generator that will be only used during power outages. This placement on the North Side would be the best sound protection for all neighbors. The generator is the new Quiet Generac Series. Much lower noise levels.
- (3) The proposed variance will not substantially increase congestion on surrounding public streets, the danger of fire or other hazards to the public.
 - a. No effect on congestion, fire or any other hazards to the public.
- (4) The proposed variance will not substantially diminish property values in, nor alter the essential character of, the area surrounding the site.
 - a. This would increase property value. This side of the house is hidden from any view from the street or front yard. Does not change the character of the property.
- (5) The effect of the proposed variance is in harmony with the general intent of this Land Development Code and the specific intent of the relevant subject areas of this Land Development Code. (6) The variance will not encourage further requests for changes where such a land use would not be deemed appropriate
 - No negative affect on any of these codes. This makes the most common sense in physical placement of the generator that impacts the property and neighbors the least.

PUBLIC NOTICE:

Public notices were mailed to property owners within 500 feet of the subject property (26 notices sent). As of October 6, 2020, four (4) responses were returned, all were in support.

DEVELOPMENT REVIEW BOARD (DRB) RECOMMENDATION

On September 15, 2020, the DRB held a hearing to consider the subject variance. Based on

testimony provided at the hearing and information from the staff report, the DRB found a hardship existed and the variance was consistent with the requirements of the LDC and recommended approval by a vote of 4-0.

Tompkins Generator Variance Request Lot 34 Lake Butler Estates 12037 Lake Butler Blvd, Windermere, FL, 34786

1

Email – <u>orcachuckt@gmail.com</u> Cell – (407) 325-5894

To Brad Cornelius (Wade Trim)

I am asking for a variance to put an emergency generator on the North side of my property. This side of the property is facing Park Ave which by Town of Windermere zoning rules is considered a Front Yard. My property has two sides facing streets, so by Town Zoning rules I have two Front Yards. My actual front yard faces West on Lake Butler Blvd. Considering this unique situation I am seeking this variance to show that my North side does not fit the criteria of a Front Yard.

The following is the "required finding" from the Town of Windermere Development Review Board to approve a variance. I have tried to answer all Land Development Codes requirements.

- (1) There are practical or economic difficulties in carrying out the strict letter of the regulation.
 - a. The underground main electrical supply to my house is on the North side. Whole House emergency generators are normally installed where the House Electric Main enters the house. To put the generator on the south side would impose a significant increase in electrical wire run and significantly reduce efficiency of the generator. The generator would be 150 feet away from the House Electric Main.
- (2) The variance request is not based exclusively upon a desire to reduce the cost of developing the site.
 - a. No. There are several other reasons why the North Side of the property would be the best placement of the generator.
 - i. This North Side of my property already has house equipment. It has and AC outside unit and a pool pump. You cannot see or hear this existing equipment from the sidewalk on the other side of the landscape berm. Pictures attached
 - ii. The House Main Electrical box to my house is on this side of the house. The generator would be 5 feet away from the Main Electric Box where the manufacture recommends its placement.
 - iii. This North Side of the house has a four-foot landscape berm with significate landscape. You cannot see the side of my house from the street (Park Ave) Pictures attached. The generator will be approximately 31 feet away from the property line next to sidewalk.
 - iv. If I put the generator on the South side of the house it will be approximately 50 feet away from my neighbor's house. If installed on the North side, it will approximately 200 feet to the house across the street. All though this is an emergency generator that will be only used during power outages this placement on the North Side would be the best sound protection for all neighbors. The generator is the new Quiet Generac Series. Much lower noise levels.
- (3) The proposed variance will not substantially increase congestion on surrounding public streets, the danger of fire or other hazards to the public.
 - a. No effect on congestion, fire or any other hazards to the public.
- (4) The proposed variance will not substantially diminish property values in, nor alter the essential character of, the area surrounding the site.
 - a. This would increase property value. This side of the house is hidden from any view from the street or front yard. Does not change the character of the property.

- (5) The effect of the proposed variance is in harmony with the general intent of this Land Development Code and the specific intent of the relevant subject areas of this Land Development Code. (6) The variance will not encourage further requests for changes where such a land use would not be deemed appropriate
 - a. No negative affect on any of these codes. This makes the most common sense in physical placement of the generator that impacts the property and neighbors the least.



Northside – Generator will be placed in front and 5 feet away from electrical panel box. Pool pump and AC unit already in location.



Northside 4' landscape berm in front of proposed generator placement.



Landscape berm directly in front of proposed generator location. Two layers of landscaping hiding view and mitigating sound.

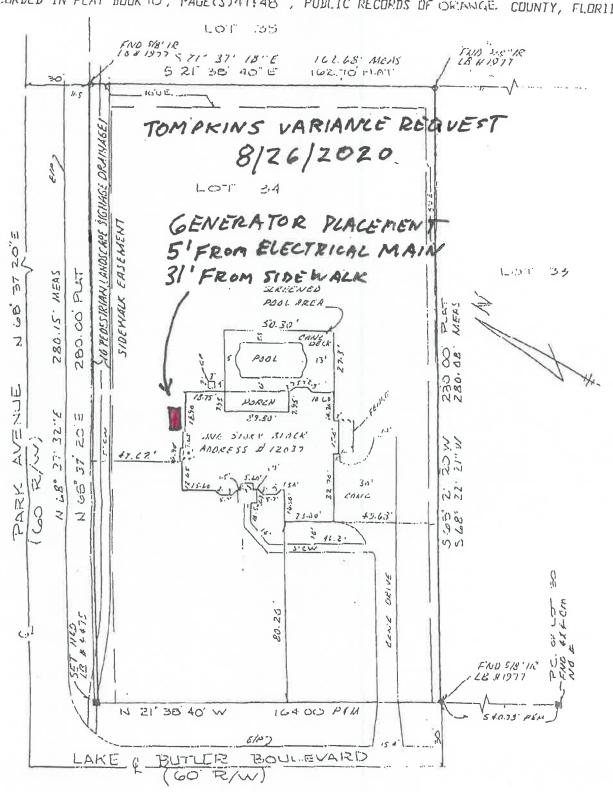


Front yard (westside) looking at side yard (northside). All views obscured with heavy landscaping.

PLAT OF SURVEY

DESCRIPTION

LOT 34, LAKE BUTLER ESTAILS.
RECORDED IN PLAT BOOK 10, PAGE(S)47:48, PUBLIC RECORDS OF ORANGE, COUNTY, FLORIDA.



614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

NAIRN REVOCABLE TRUST C/O KENNETH STEWART NAIRN CO-TRUSTEE | 2909 SUNBITTERN CT WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 12037 Lake Butler Blvd. Z20-13

Chuck Tompkins, owner of 12037 Lake Butler Blvd. submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for a generator to be placed in a front yard. The town requires generators to be in a side or rear yard.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely,
Brad Cornelius, AICP, Town Planner
Wade Trim, Inc.
813.882.4373
tow@wadetrim.com
Encl.

RECOMMEND - 220-13 (12037 Lake Butler Blvd.)	d comment of the comm
APPROVAL: DISAPPROVAL	
COMMENTS: APPROVED	
SIGNATURE: DATE:	9 31 20 20

NAIRN REVOCABLE TRUST

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

RIVERS JOHNNY SR 12101 CRESCENT COVE CT WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 12037 Lake Butler Blvd. Z20-13

Chuck Tompkins, owner of 12037 Lake Butler Blvd. submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for a generator to be placed in a front yard. The town requires generators to be in a side or rear yard.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely,
Brad Cornelius, AICP, Town Planner
Wade Trim, Inc.
813.882.4373
towa.wadetrim.com
Encl.

RECOMMEND - Z20-13/12037 Lake Butler Blvd.)
APPROVAL: DISAPPROVAL
comments: I approve the generator. It is
a great plan
SIGNATURE: DATE: 8/31/20
RIVERS JOHNNY SR

614 Main Street Windermere, FL 34786 Office: (407) 876-2563 Fax: (407) 876-0103

Mayor
JIM O'BRIEN



Town Manager ROBERT SMITH

Clerk DOROTHY BURKHALTER

August 28, 2020

DINALLO CHRISTA PO BOX 51 WINDERMERE, FL 34786

RE: Public Notice of Variance Public Hearing for 12037 Lake Butler Blvd. Z20-13

Chuck Tompkins, owner of 12037 Lake Butler Blvd. submitted a request for approval of a variance, pursuant to Division 10.02.00 of the Town of Windermere Land Development Code. The purpose of the variance request is to allow for a generator to be placed in a front yard. The town requires generators to be in a side or rear yard.

Enclosed is additional information regarding this request.

Pursuant to the Town of Windermere Code of Ordinances, you as a surrounding property owner are entitled to comment on this matter. If you wish to comment, this form must be received by the Town of Windermere use of the enclosed stamped envelope to Wade Trim, Inc. by September 11, 2020.

This matter will be presented to the Development Review Board on Tuesday, September 15, 2020 at 6:30 p.m. Their recommendation will be heard by the Town Council on Tuesday, October 13, 2020 at 6:00 p.m. At this time, it is anticipated that both meetings will be held virtually on ZOOM. You can access links to the meetings on the Town's website at https://town.windermere.fl.us/. If you need help connecting to the meetings you can contact the Town at 407-876-2563. All meetings are open to the public and you are welcome to participate. Feel free to contact me if you have any questions.

Sincerely,
Brad Cornelius, AICP, Town Planner
Wade Trim, Inc.
813.882.4373
tow@wadetrim.com
Encl.

RECOMMEND - Z20-13 (12037 Lake Butler Blvd.)
APPROVAL: DISAPPROVAL
COMMENTS: (Mysticlature - / Lenerators are
much needed in Aloring As a gentler you property is made
desir bly has impressed properly value Hiscians taxes, to the
SIGNATURE: Justle DATE: 09/02/2020 form.

DINALLO CHRISTA

SIGNATURE: CLA HISTORY	COMMENTS:	APPROVAL: X DISAPPROVAL	KECOMMEND – Z20-13 (12037 Lake Butler Blvd.)	DISAPPROVAL
------------------------	-----------	-------------------------	--	-------------

Town Council Meeting Minutes (Virtual Meeting Covid-19)

September 8, 2020

CALL TO ORDER:

Present were Mayor Jim O'Brien, Council Members Bill Martini, Bob McKinley, Andy Williams, Chris Sapp, and Liz Andert. Town Attorney Heather Ramos, Town Manager Robert Smith, Police Chief Dave Ogden, Public Works Director Scott Brown, and Town Clerk Dorothy Burkhalter were also present.

Mayor O'Brien called the meeting to order at 6:00pm and stated all Council members were present.

Member McKinley led everyone in the Pledge of Allegiance. Mayor O'Brien then gave the invocation.

1. OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)

Mayor O'Brien stated he has received a list of individuals that would like to speak regarding agenda items. All deferred until specific items were being heard.

2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS

3. TIMED ITEMS AND PUBLIC HEARING:

a. Resolution 2020-02 of the Town Council for the Town of Windermere, Florida pertaining to the Non-Ad-Valorem Assessment Roll for Lot Clean-Up.

Agenda item removed and placed on the September 9, 2020 Tentative Budget Hearing

- b. Z19-11: 111 W 5th Avenue Owner 111 5th Ave, LLC Request for Conditional Use Approval for Micro-Brewery and Taproom
 - i. RESOLUTION 2020-05 111 W 5th Avenue Conditional Use

Whereas, Section 2.02.02(2)0, Land Development Code, provides that the Town Council may approve a proposed use not identified within the list of permitted uses with specific approval of Town Council with a finding that the proposed use is similar in character to another permitted use and is consistent with the overall purpose and intent of the Town's land development code and comprehensive plan

Mayor O'Brien introduced this item. He then commented on the protocol that will be followed for this item. Mayor O'Brien opened the Public Hearing at 6:03pm and read the title of proposed Resolution 2020-05 for the record. Manager Smith stated that the applicant and Mr. Cornelius will also have presentations/comments on this item. He then stated that the Resolution will be completed once the Town Council determines what action is needed. Mayor O'Brien opened the floor to the public. There being no comments from the public, Mayor O'Brien closed the Public Hearing at 6:06pm and reconvened the Town Council meeting. Manager Smith stated that Mr. Brad Cornelius would present this item for the Town and then Applicant Andrew McGhee would have a presentation. Mr. Cornelius, Town Planner, introduced himself. He then presented the request for the Conditional Use for 111 W 5th Avenue. Mr. Cornelius explained that there are two reasons this is before the Town Council. One is for a Conditional Use for a Micro-Brewery/Taproom and the other is to allow serving/consumption of alcohol less than one thousand feet from the First Baptist Church and Tim's Wine Market. He then stated for the record, "that one of the conditions of the approval of the rezoning was that any kind of approvals for development

Town Council Meeting Minutes (Virtual Meeting Covid-19)

September 8, 2020

would come to the DRB and Town Council and be consistent with the Town Center Design Guidelines." Mr. Cornelius then commented that in the Code, there are conditions that would allow the Town to revoke the Conditional Use. He then commented on hours of operation, which have been revised from what the DRB had reviewed, production, distribution/on-site alcohol consumption, shared deliveries, shared dumpster, parking, traffic and trip generation, noise and entertainment, outdoor storage, and public notices. Mr. Cornelius further commented on the past DRB meeting discussion in which there was a tie vote of 2 in favor and 2 not in favor. He stated that he had received a comment from Member Stephen Withers who was absent from the DRB meeting, but that he had stated he was in favor with hours of operation and Covid-10 conditions in place. Mr. Cornelius completed his presentation. Applicants Andrew McGhee and Joseph Ata were the next speakers. Mr. McGhee introduced himself. He then commented on the founding of Windermere Brewing Co. Mr. McGhee gave a presentation regarding commitment to the community, sustainability, definition of a microbrewery, production and brewhouse size, production odors, Bar vs Taproom, environment, opening ramp up period, proposed operating hours options 1, 2 and 3, entertainment/noise and smoking policy, deliveries and pick-ups, beverages, responsible drinking, and traffic and parking. Mayor O'Brien thanked Mr. McGhee and Mr. Ata for their presentation. He then opened the floor to the Town Council. Member Andert questioned if vaping was included in the No Smoking. Mr. McGhee agreed and stated that it can be placed in their self-regulations. Member Andert questioned the parking calculations, patrons, and outdoor seating. Mr. Cornelius addressed her concerns. Member McKinley questioned if the Church had been notified. Mr. Cornelius stated yes but did not receive a response. Member Sapp stated that he would like to see the conditional use survive the ownership for the parking and shared facilities. Mr. Cornelius stated that approval would need to come from the Town Council. Member Martini questioned the odors. Mr. McGhee explained odors with larger breweries. Member Martini questioned if the hours included brewing times. Mr. McGhee stated no. He then clarified that operations would begin 8:00-9:00 am. Mayor O'Brien questioned the seating capacity. Mr. Cornelius stated that the fire capacity had not yet been established. Mayor O'Brien then commented on the current dumpster issues. Mr. Cornelius stated it will be addressed. Mayor O'Brien questioned food service. Mr. McGhee stated that food can be ordered and delivered to the Taproom. He then stated that talk has been made with Dixie Cream for the future, Mayor O'Brien then commented on the challenged parking. Member McKinley questioned the process of the applicant wanted to change operating/business hours. Mr. Cornelius stated that the request would need to come before the Town Council. Member Sapp made a motion to approve Resolution 2020-05. Member McKinley seconded the motion. Much discussion was made regarding conditions. Conditions to be included into the Resolution are as follows: Operating hours as Monday – 3pm to 10pm, Tuesday – 3pm to 10pm, Wednesday – 3pm to 10pm, Thursday - 12pm to 10pm, Friday - 12pm to 11pm, Saturday - 12pm to 11pm, Sunday - 1pm to 8pm, Last call 15 minutes prior to all closing times, All outdoor common areas will shut-down at 10pm every night, Special hours for holiday weekends or Town events may be approved by the Town Manager. The brewery manufacturing hours of operation are 8am to 10pm every day, No smoking or vaping in the building nor on the subject property. A living wall/landscape buffer of at least 8 feet in height shall be installed along the West and North property lines. Shared use agreements for parking, trash disposal (dumpster), and loading/unloading. Roll call vote was as follows: Martini – aye, McKinley – aye, Williams – abstain, Sapp – aye, and Andert – aye. Motion carried 4-0-1.

4. <u>CONSENT AGENDA</u>

a. Z20-07: 111 W 5th Avenue – Owner 111 5th Ave, LLC – Request for Major Development Approval for Commercial Development

Mayor O'Brien introduced the consent agenda. <u>Member McKinley made a motion to approve consent agenda item a as presented. Member Andert seconded the motion.</u> It was determined that a motion and vote was not needed for item "a."

Town Council Meeting Minutes (Virtual Meeting Covid-19)

September 8, 2020

b. Z20-010: 826 Oakdale Street – Owner Will and Anna Headley – Request for Variance to Allow a Floor Area Ratio of 51.1% and Impervious Area Ratio of 48.4%

Mayor O'Brien introduced this item. Mr. Cornelius gave an overview of the variance request. He stated that the DRB was focused on the pervious/impervious area. Mr. Cornelius reviewed options that the DRB had suggested. Mr. Cornelius stated that the DRB recommended approval with stormwater plan being provided for the entire property. He then stated that in speaking with Mr. Willard, who had been working with Kimley Horn, a rain garden was designed for the south side of the property. Mr. Cornelius stated it would not hold the first inch of run-off as required but it would hold a half inch. He stated that if the Town Council chooses to accept the Kimley Horn proposal dated September 3, 2020, he would like it so-stated in the motion. Mayor O'Brien turned the floor over to the applicant. Mr. Willard, representative/father of Mrs. Anna Headley introduced himself. He then stated that he concurs with the presentation by Mr. Cornelius. Mr. Willard comments on the proposed rain garden. Member Andert questioned if this would be an improvement. Mr. Cornelius stated yes. Some discussion followed. Mayor O'Brien opened the floor to the public. Mrs. Brandi Haines of 835 Oakdale Street stated she is in support of the rain garden. Member Sapp made a motion to approve the variance request per the Kinley Horn proposal dated September 3, 2020. Member Williams seconded the motion. Roll call vote was as follows: Andert – aye, Sapp – aye, Williams – aye, McKinley – aye, and Martini – aye. Motion carried 5-0.

c. Z20-11: 11214 Lake Butler Boulevard – Owner Lewis and Janet Ashenheim – Request for Variance to Allow a 1,474 square foot Addition to a Non-Conforming Detached Garage with Guest Suite

Mayor O'Brien introduced this item. Mr. Cornelius gave an overview of the proposed variance request. He then stated that the adjacent owner who opposes the request is in attendance with his attorney. Mr. Cornelius stated that the DRB recommended to deny the request due to no hardship which ended in a tie vote. Attorney Ramos stated that it's the applicant's responsibility to supply fact-based evidence for the variance. Mayor O'Brien turned the floor over to Mr. Huels, representing attorney for Dr. Shure, who then introduced himself. He then gave a presentation of why his client is in opposition of the request. Dr. Shure also gave comments of opposition of this request. Mayor O'Brien then turned the floor over to the applicants. Mr. and Mrs. Ashenheim, owners of 11214 Lake Butler Blvd introduced themselves. He then gave a rebuttal to Mr. Huels' presentation. They then gave reasons as to why the variance is needed. After some discussion was made, Member McKinley made a motion to deny the variance request. Member Williams seconded the motion. Roll call vote was as follows: Martini—ave, McKinley—aye, Williams—aye, Sapp—aye, and Andert—aye. Motion carried 5-0.

5. <u>NEW BUSINESS</u>

a. MINUTES

i. Town Council Meeting Minutes August 8, 2020 (Attachments-Staff Recommends Approval)

Member Andert made a motion to approve the minutes of August 8, 2020 as presented. Member Martini seconded the motion. Roll call vote was as follows: Andert – aye, Sapp – aye, Williams – aye, McKinley – aye, and Martini – aye. Motion carried 5-0.

b. RESOLUTIONS/ORDINANCES FOR APPROVAL/FIRST READING

c. CONTRACTS & AGREEMENTS

Town Council Meeting Minutes (Virtual Meeting Covid-19)

September 8, 2020

i. FY 2021 Renewal of Wade Trim Agreement for ON Call Land Planning Services

Mayor O'Brien introduced this item. <u>Member Sapp made a motion to approve the renewal agreement</u>. Member Williams seconded the motion. Roll call vote was as follows: Andert – aye, Sapp – aye, Williams – aye, McKinley – aye, and Martini – aye. Motion carried 5-0.

ii. KHA IPO Pedestrian Bridge

Mayor O'Brien introduced this item. Manager Smith commented on the proposed Pedestrian Bridge. He further commented on possible funding for the project. Some discussion followed. Member Sapp questioned if the Town will have any say in the pre-fab selection. Public Works Director Scott Brown explained how the structure will be constructed, delivered, and placed. Member Sapp questioned how the bridge manufacturer is selected by Kimley Horn. Director Brown explained the proposed process. Member Martini stated he has researched a few companies that have their own engineers on staff. He questioned the cost of using the bridge manufacturers instead of Kimley Horn. Director Brown commented on the benefit of having Kimley Horn in the process. Member McKinley made a motion to approve the IPO for the Pedestrian Bridge. Member Sapp seconded the motion. Roll call vote was as follows: Andert – aye, Sapp – aye, Williams – aye, McKinley – aye, and Martini – aye. Motion carried 5-0.

d. FINANCIAL

e. OTHER ITEMS FOR CONSIDERATION:

6. MAYOR & COUNCIL LIAISON REPORTS:

Mayor O'Brien opened the floor to the Town Council. Member Andert commented on the Tree Board, virtual Treebute, Farmers Market manager, WAY Committee, and Butler Chain Advisory Board. Mayor O'Brien commented on Commissioner VanDerLey's Bird Island swim area. Discussion followed.

7. STAFF REPORTS:

- TOWN MANAGER ROBERT SMITH Mr. Smith stated that the Tentative Budget meeting will be Wednesday September 9, 2020.
 - b. TOWN ATTORNEY HEATHER RAMOS No report.
- c. POLICE CHIEF DAVE OGDEN Chief Ogden reported on upcoming training, updating of the Ordinance for cooler checks.
- **d. PUBLIC WORKS DIRECTOR SCOTT BROWN** Director Brown reported on the upcoming Projects Meetings. Updates from that meeting will be sent out.
 - e. TOWN CLERK DOROTHY BURKHALTER No report.

8. ADJOURN:

Mayor O'Brien adjourned the meeting at 8:45pm.

Town Council Meeting Minutes (Virtual Meeting Covid-19)

September 8, 2020

Dorothy Burkhalter,	MMC,	FCRM
Town Člerk	ĺ	

Jim O'Brien, Mayor



Meeting was called to order at 6:01pm

Present were Mayor Jim O'Brien, Council Members Bill Martini, Bob McKinley, Andy Williams, Chris Sapp, and Liz Andert. Also present were Town Manager Robert Smith, Finance Director Nora White, and Town Clerk Dorothy Burkhalter.

Member McKinley led everyone in the Pledge of Allegiance. Mayor O'Brien then gave the invocation.

1. OPEN FORUM/PUBLIC COMMENT

Mayor O'Brien opened the Public Hearing for the Tentative Budget Hearing at 6:02pm. Manager Smith stated that Ms. Wendy Knocknaree was present to address the assessment item iii(a). Ms. Wendy Knocknaree stated that a meeting was scheduled at the lot and then Covid-19 hit. She stated that in speaking with Manager Smith, the assessment will be removed and taken care of.

2. SPECIAL PRESENTTION/PROCLAMATIONS/AWARDS

3. <u>TIMED ITEMS AND PUBLIC HEARINGS</u>

a. Resolution 2020-02 Non-Ad Valorem Assessment Roll for Lot Clean-Up

Mayor O'Brien closed the Town Council Tentative Budget Hearing at 6:04pm and opened the Public Hearing regarding Resolution 2020-02. There being no comments, Mayor O'Brien closed the Public Hearing at 6:05pm and reconvened the Town Council Tentative Budget Hearing. Manager Smith stated that the assessment for Knocknaree needed to be removed due to the contesting and discussions that had taken place. Member McKinley made to approve Resolution 2020-02 with the removal of the Knocknaree in the amount of \$758.00. Member Andert seconded the motion. Roll call vote was as follows: Martini – yes, McKinley – yes, Williams – yes, Sapp – yes, and Andert – yes. Motion carried 5-0.

b. Tentative Budget Hearing Action Items

Mayor O'Brien closed the Budget Hearing at 6:07pm and opened the Public Hearing regarding items i-vi below. There being no comments from the public, Mayor O'Brien closed the Public Hearing and reconvened the Budget Hearing at 6:07pm.

i. Adopt a Tentative Millage Rate of 3.7425 mills

Mayor O'Brien introduced this item. Member McKinley made a motion to adopt the tentative Millage Rate at 3.7425. Member Williams seconded the motion. Roll call vote was as follows: Andert – yes, Sapp – yes, Williams – yes, McKinley – yes, and Martini – yes. Motion carried 5-0.

ii. Motion and Vote to set the Tentative Millage Rate at 3.7425 mills per thousand

Member Williams made a motion to adopt the tentative millage rate at 3.7425. Member Martini seconded the motion. Roll call vote was as follows: Martini – yes, McKinley – yes, Williams – yes, Sapp – yes, and Andert – yes. Motion carried 5-0.

iii. Amend and Adopt the Tentative Budget for Fiscal Year 2020-2021

Town Council Tentative Budget Hearing Minutes

September 9, 2020

Member McKinley made a motion to amend and adopt the Tentative Budget for Fiscal Year 2020-2021. Member Andert seconded the motion. Martini – yes, McKinley – yes, Williams – yes, Sapp – yes, and Andert – yes. Motion carried 5-0.

iv. Motion and Vote to set the Tentative Budget for Fiscal Year 2020-2021 at \$6,681.486.29

Member Andert made a motion to set the Tentative Budget for Fiscal Year 2020-2021 at \$6,681,486.29. Member Sapp seconded the motion. Roll call vote was as follows: Andert – yes, Sapp – yes, Williams – yes, McKinley – yes, and Martini – yes. Motion carried 5-0.

v. Announce the Percent of Millage Rate over the Rolled Back Rate of 3.08%

Mayor O'Brien introduced this item. Mayor O'Brien then announced for the record that the percent of the millage rate over the rolled back rate will be 3.08%. Member McKinley made a motion to approve the rolled back rate of 3.08%. Member Martini seconded the motion. Roll call vote was as follows: Martini – yes, McKinley – yes, Williams – yes, Sapp – yes, and Andert – yes. Motion carried 5-0.

vi. Set the Date, Time and Place of the Final Budget Hearing: Monday September 21, 2020 6:00pm via Virtual Zoom

Mayor O'Brien then announced for the record that the Final Budget Hearing will be held September 21, 2020 6:00pm via Virtual Zoom. The meeting ID and Passcode will be on the Towns website.

Manager Smith gave an update of the Projects Meeting that was held earlier in the day. He commented on upcoming meeting regarding 2nd Avenue, Butler Street, 1st & Forest, and Fernwood Park. Manager Smith and Mayor O'Brien thanked Member Williams and Staff for their work with the Budget.

Mayor O'Brien adjourned the meeting at 6:51pm.

Dorothy Burkhalter, MMC, FCRM Town Clerk	Jim O'Brien, Mayor	_

Town Council Final Budget Meeting Minutes

September 21, 2020

Present were Mayor Jim O'Brien, Council Members Bill Martini, Robert McKinley, Andy Williams, Chris Sapp, and Liz Andert. Town Manager Robert Smith, Finance Director Nora White, Chief Dave Ogden, and Public Works Director Scott Brown were also present. Town Clerk Dorothy Burkhalter was absent.

Mayor O'Brien led everyone in the Pledge of Allegiance. He then called the meeting to order at 6:00pm and noted a quorum was present.

Mayor O'Brien requested approval to amend the agenda to include the approval of the HVAC for the Town Hall as (funds from CARES Act) New Business. All were amenable.

Mayor O'Brien opened the Public Hearing at 6:03 p.m. There being no comments from the public, Mayor O'Brien then closed the Public Hearing and reconvened the Final Budget meeting at 6:03 p.m.

Mayor O'Brien announced the percentage of the millage rate over the rolled back rate as 3.08%. Member McKinley made a motion to approve the roll back rate of 3.08%. Member Williams seconded the motion. Roll call vote was as follows: Andert – aye, Sapp – aye, Williams – aye, McKinley – aye, and Martini - aye. Motion carried 5-0.

Member Williams made a motion to approve Resolution 2020-03 adopting the millage rate of 3.7425. Member Martini seconded the motion. Roll call vote was as follows: Martini – aye, McKinley – aye, Williams – aye, Sapp – aye, and Andert – aye. Motion carried 5-0 at 6:05pm.

Member Andert made a motion to approve Resolution 2020-04 adopting the total operating budget of \$6,681,486.29. Member McKinley seconded the motion. Roll call vote was as follows: Andert – aye, Sapp – aye, Williams – aye, McKinley – aye, and Martini – aye. Motion carried 5-0 at 6:06pm.

NEW BUSINESS ITEM.

Town Hall HVAC replacement approval

Mayor O'Brien introduced this item. Manager Smith commented on the existing deteriorated AC system in the Town Hall. He then stated that with the current pandemic and the need of replacement, the system could be replaced with funds from the CARES ACT. Manager Smith explained that an approval to not exceed \$50,000.00 is needed. He then stated that three quotes will be obtained. Some discussion followed, bids; funding, and warranties. Member Williams made a motion to approve the HVAC for the Town Hall with a not to exceed of \$50,000.00 and three bids. Member Andert seconded the motion. Roll call vote was as follows: Martini – aye, McKinley - aye, Williams – aye, Sapp – aye and Andert – aye. Motion carried 5-0.

Mayor O'Brien adjourned the Final Budget meeting at 6:12pm.

Dorothy Burkhalter, MMC, FCRM	Jim O'Brien, Mayor	
Town Clerk		



Town of Unindermere P. O. Prawer 669 614 Main Street Ulindermere, FL 34786

COMMITTEE APPLICATION FORM

	1. Name: Roger Heinz He	ome Phone: 407-624-2900
	2. Home Address: 616 Forzs & St.	Windermere
	1 / 6	ness Phone:
	4. Business Address: Colle Ford SA.	
	5. Email: Roger @ THEHEINZ GRP.	com
Ed.	6. Brief Summary of Education and Experience:	
Bk.	Construction Industry - 15 years	
	0	
	7. Are you a U.S. Citizen?	Yes No
	8. Are you a registered voter?	Yes No No
	9. Resident of the Town for 6 Months or longer?	Yes No
	10. Do you hold public office?	Yes No
	11. Are you employed by the Town?	Yes No
	12. Do you now serve on a Town Board or Committee	ee? Yes No
	13. Indicate which Board(s) or Committee(s) you are Code Enforcement Board Downtown Business Committee	Development Review Board
	Historical Preservation Committee	Elder's Committee Long Range Planning Committee
	Parks and Recreation Committee Tree Board Committee	Traffic Committee
	Tree Board Committee	
	14. Why do you think you are qualified to serve on the	nis board? I am a light contracts
	*FINANCIAL DISCLOSURE FORMS MAY BE REQ	
	Signature: Note: If you have any questions please call the Town	Date: \[\frac{\frac{\frac{7}{17}}{2070}}{}



EXECUTIVE SUMMARY

SUBJECT: REQUESTED	AeroClave systems ACTION: Staff Recommen	ds Approval	
	☐ Work Session (Report Only)☒ Regular Meeting	DATE OF MEETING: ☐ Special Meeting	10/13/20
CONTRACT:	□ N/A	Vendor/Entity:	
	Effective Date:	Termination Date:	
	Managing Division / Dept:		
BUDGET IMP	ACT: NTE \$15,000		
Annual	FUNDING SOURCE:	>	
Capital	EXPENDITURE ACCOUN	T:	
⊠ N/A			
HISTORY/FACTS/IS	SUES:		
Mayor & Council,			

With the threat of a world pandemic and other daily infectious diseases the TOW needs to mitigate the risks of exposer to its employees. Decontamination units will be purchased to help mitigate these and other risks and exposure to infectious diseases for our police officers, public works employees and town administrative staff who daily interact with the public both inside and outside our Town owned facilities.

Staff recommends approval. Funds will be covered via CARES ACT



The Triple Play

The only solution on the market to combine hands-free decontamination of rooms/facilities and vehicles with the ability to hand-spray equipment.



RDS 3110

Total Asset Decontamination

RDS 3110

Total Asset Decontamination

The RDS 3110 uses the proprietary AeroClave Process $^{\text{TM}}$ to disinfect rooms, vehicles, and equipment with an EPA-approved, hospital-grade disinfectant at the push of a button.

Superior Design

The RDS 3110 is a rugged, lightweight and man-portable decontamination system that can effectively treat spaces up to 5,000 cubic feet. Larger spaces can be treated with multiple units. Weighing in at only 48 pounds, the 3110 is simple to use and requires minimal operator training. It is fully self-contained and can be set up and operating in minutes. The small form-factor allows it to be neatly tucked away until needed.

Breakthrough Process

The RDS 3110 can be operated in either an aerosolized application mode for hands-free room decontamination or hand-applied mode using the optional AeroClave Portable Applicator (APA). The environmentally friendly disinfectant solution produces no harmful by-products for the environment, contains no VOC's and is 100% biodegradable. In addition, it is ready to use (RTU), so no mixing is required.



- Reduces staff and patient exposure to dangerous pathogens
- Consistent and reliable delivery of disinfectant, not achievable through manual cleaning methods
- · Decontaminate even hard-to-reach surfaces
- Improves asset turn-around time back in service faster
- Faster decontamination process requiring less labor
- Improved general cleanliness of the vehicle and firehouse
- · Low cost of operation and ownership
- · Safe for sensitive electronic equipment





Clockwise from upper left: 1) Hands-free disinfecting of a locker room in under 30 minutes; 2) Officer hand-applying disinfectant to the rear seat of his patrol car; 3) Optional ADP-PT installed in the exterior compartment of an ambulance.



Destroys Pathogens

AeroClave's family of products represent the latest in decontamination technology. All our products use the proprietary AeroClave Process, utilizing an EPA-approved hospital disinfectant, to decontaminate rooms, vehicles, and equipment as an adjunct to gross decontamination.

Proven effective against MRSA, HIV-1, Hepatitis B, Hepatitis C, Tuberculosis, Ebola, MERS, CRE, E. coli, Norovirus, H1N1, Legionella pneumophilia, Salmonella, Listeria, mold, mildew and more.

YES, it's effective against EBOLA and MERS

Visit AeroClave.com or call 800-788-9119

APA HAND APPLICATOR



The APA allows for both manual hand-application to spot treat high contact surfaces and remote-head fogging. This accessory plugs directly into the RDS using our simple ADP connector. The APA comes with a spray gun attached to a 25' cable for maximum coverage.



The ADP Ports provide a direct, plug-and-play connection to a nozzle assembly that is permanently mounted in the treatment area. The ports are a costeffective option to be used in conjunction with your RDS 3110 to decontaminate the interior of the ambulances. fire engines and rooms using AeroClave's hands-free disinfectant system.

Spray gun applicator with 25' hose.

How does it work?

Connect the ADP hose between the port and the RDS 3110. Open all interior cabinets and close the exterior doors. Set the RDS to AMBULANCE or Port MODE and push the start button. The process virtually eliminates the human element of disinfecting, allowing for consistent results. Best of all, it's all done in less than 20 minutes.







ADP-PT

Designed for Type I & III Ambulances

ADP-PT Kit includes hose and nozzle assembly.

ADP-Ex

Designed for Type II Ambulances

ADP-Ex Kit includes port, exterior cover and nozzle.

ADP-CC

Designed for the crew cab of fire engines, ladder trucks and other vehicles

ADP-CC Kit includes port, exterior cover and nozzle.

ADP-RM

Designed for rooms and facilities, such as bunk rooms, cells, equipment rooms, lockers rooms and more.

ADP-RM Kit includes port, exterior cover and nozzle.

ADP-AS

The solutions above require the use of one of our dual-headed hoses.

ADP-AS 8 foot dual-headed hose.



Left to right: 1) ADP-PT installed in an exterior compartment; 2) Nozzle assembly permanently mounted inside the patient compartment; 3) ADP-Ex installed on exterior of ambulance.



ADP Installation

Easily installed in under 30 minutes. The kit comes with everything you need to install as an OEM, after-market or DIY installer.

RDS 3110 SPECIFICATIONS

- Case dimensions: (H)18in x (W)19in x (D)12in
- · Interior: Stainless steel construction
- Exterior: Durable, waterproof, ultra-high impact co-polymer Pelican[™] case
- · Weight: 48 lbs
- Power supply: 110 VAC, 15 amps standard
- · Remote control range: maximum 100 ft
- Operating temp: 35°F to 80°F at between 45% to 75% relative humidity
- Standard configuration: 2 static heads and 1 ADP for use with optional accessories
- Maximum treatment area: 5000 cubic ft *Utilize multiple units for larger spaces
- Warranty: 12 month parts and labor
- Training: Available online or on-site

Optional accessories and consumables

APA Module - p/n APA

- · Spray gun applicator with 25' hose
- · ADP connector to integrate with RDS
- Tripod compatible (Tripod is not included)

APA

RDS 3110

EPA-Approved Disinfectant: Vital Oxide

Active ingredients:

Chlorine Dioxide	0.200%
Alkyl (60% C14, 30% C16, 5% C12, 5% C18)	
dimethyl benzyl ammonium chloride	0.125%
Alkyl (68% C12, 32% C14) dimethyl	
ethyl benzyl ammonium chloride	0.125%
OTHER INGREDIENTS	99.550%
Total	100 000%

- Effectiveness:
 - Proven complete inactivation of MRSA, HIV, H1N1, Hepatitis B, Hepatitis C, Legionella, Norovirus, Pseudomonas aeruginosa and much more
 - 99.999% elimination of bacteria, including E.coli, Salmonella and Listeria
 - Long-term effectiveness on mold and mold spores, including Aspergillus niger, Alternaria alternata, Penicillium and Stachybotrys
- Toxicity category: EPA Category 4
- · First aid: If in eyes, flush with water
- National Safety Foundation (NSF) rating: No Rinse Required on food contact surfaces at full strength
- Shelf life: > 1 year
- Mixing requirements: None, rated ready to use (RTU)



Ask about our automatic fluid replenishment program

Purchase your AeroClave equipment through the HGACBuy cooperative purchasing program.



AeroClave, LLC

Visit our offices at: 4007 Forsyth Road Winter Park, FL 32792

Send mail to: P.O. Box 560 Winter Park, FL 32790 800-788-9119 407-788-3300 aeroclave.com





AeroClave, LLC

4007 Forsyth Road Winter Park Florida United States 32792

Quote

Valid Till: Jul 26, 2020 Quote Number : 1491633000010945282

BILL TO:

34786

620 Main Street Windermere Florida United States

SHIP TO:

620 Main Street Windermere Florida United States 34786

Account Name:Windermere Police Department (FL)
Contact Name:Jennifer Treadwell

Quote Stage:

S.No. 1.	Product Details RDS3110 - GSA	Qty 1	List Price \$ 12,694.00	Discount \$ 0.00 \$	Total 12,694.00
	AeroClave Room Decontamination System, Model 3110. GSA contract #: 47QSWA18D005A				
2.	APA25 - GSA	1	\$ 1,133.00	\$ 0.00	\$ 1,133.00
	AeroClave Portable Applicator, Hand Sprayer, 25' GSA contract #: 47QSWA18D005A				
3.	VOXU12 - GSA	3	\$ 122.00	\$ 0.00	\$ 366.00
	Vital Oxide disinfectant solution, 1 Case, Four 1 Gal. Bottles ea. GSA contract #: 47QSWA18D005A				
4.	RDS3110 - 12 month Ext. Warranty	1	\$ 750.00	\$ 0.00	\$ 750.00
	Warranty details can be found at http://www.aeroclave.net/warranty/				
				Sub Total S Tax Adjustment Grand Total S	\$ 14,943.00 \$ 0.00 \$ 0.00

Terms and Conditions

WE ARE NOT ACCEPTING RETURNS/CANCELLATIONS UNDER ANY CIRCUMSTANCES DURING THIS CRITICAL TIME

ALL PRICES ARE LISTED IN USD (\$)

The information contained in this quote is applicable for 30 days.

On-site training is available for \$2,000/day.

Vital-Oxide Disinfectant pricing is as follows (1 case = four 1 gallon bottles):

- 1-11 cases \$140.00 USD (GSA: \$126.95 USD) per case + \$20.00 shipping per case
- 12-47 cases \$132.00 USD (GSA: \$119.90 USD) per case + free shipping (Contiguous United States only)
- 48 case pallet \$120.00 USD (GSA: \$108.82 USD) per case + free shipping (Contiguous United States only)

Hardware and Vital Oxide quantity discounts available.

With each purchase, AeroClave will provide 12 months free parts and labor warranty. For customers within a 30-mile radius, this will be performed on-site. For customers outside a 30-mile radius, AeroClave will provide a loaner unit while the unit is under repair. If unit problem is determined to be a manufacturing or workmanship defect, AeroClave will pay for the shipping both ways. If problem is determined to be caused by operator error or abuse, freight cost will be the responsibility of the owner.

Should you have any questions regarding this quote, please contact Michael Quinoy (mquinoy@aeroclave.com). We look forward to working with you.

Thanks for your business!

AeroClave LLC



TOWN OF WINDERMERE EXECUTIVE SUMMARY

SUBJECT: THERMAL BODY TEMPERATURE MEASUREMENT CAMERA					
REQUESTED ACTION: Staff Recommends Approval					
	☐ Work Session (Report Only)☒ Regular Meeting	DATE OF MEETING: Special Meeting	October 13, 2020		
CONTRACT:	☐ N/A Effective Date: 10/13/2020 Managing Division / Dept:	Vendor/Entity: Termination Date: Public Works	12/31/2020		
BUDGET IMP Annual Capital N/A	ACT: <u>NTE \$20,000 – CA</u> FUNDING SOURCE: EXPENDITURE ACCOUN	ARES ACT to Reimburse T: 001 5191 000 7465			

HISTORY/RECOMMENDATIONS:

Mayor & Council,

History

Due to the global pandemic (Covid-19), the Federal, State and Local government has established a special funding source via the Coronavirus Aid, Relief, and Economic Security Act (commonly known as the CARES Act). The funds are available for various resources and support due to either a financial loss due to the economic fallout or to mitigate the spread of the virus. The Town has been approved to receive reimbursements from the CARES Act for expenditures that ensure the safety and welfare of our Staff, as well as our residents.

Staff continues to explore the needs to help mitigate the future safety for all, and in places that are used for public gatherings. For this, the town staff explored various technologies to effectively take temperature scans for public spaces. The units provided in the attached scope are 2 mobile units that can be used in multiple instances. Voting locations, outside events such as farmers market and food trucks as well as future town hall meetings. The THERMAL BODY TEMPERATURE MEASUREMENT CAMERA is a bi-spectral, thermal and visible lens will provide instantaneous temperature reads and warnings of multiple people at one time while at the same time providing security and safety for the public.

Recommendation

It is staff's recommendation to approve moving forward on purchasing the Vicom system.

To meet the approval requirements, the system has to be installed and in use before December 31, 2020.



135 Fell Court Hauppauge NY 11788

DISCOUNT =	
4	

Customer ID:

Date:

09/21/20

Expiration Date: 10/21/20

TEL: (631) 952-2288 FAX: (631) 951-2288

Bill To **Kevin Dewitt**

4825 140th Avenue North, Clearwater, Florida 33762

Ship to

Scott A Brown

Public Works Director

Town of Windermere

614 Main Street

Salesperson	Job	Shipping Method Shipping Terms	Delivery Date	Payment Terms	Close Date
Scott Kilbourn	Wundermere			Net 30	
A&E	Vertical Market				

Model Number	Product Code	Pre- Configured (add a "C")	Description	MSRP Price	D	Your Iscounted Price	Qty	Line Total
/1110B-THM-TEMP	10498-60		THERMAL BODY TEMPERATURE MEASUREMENT CAMERA; bi-spectral, 8 mm (thermal) and 2.7-12 mm (visible) lens; H.265/H.264; includes blackbody, one wall mount and one ceiling/pendant mount	\$ 8,500.00	\$	8,500.00	2	\$ 17,000.00
/1110B-TRP	10498-65		TRIPOD MOUNT FOR V1110B-THM-TEMP; for portable indoor installations	\$ 425.00	\$	425.00	2	\$ 850.00
	#N/A		#N/A	#N/A		#N/A		\$ ×
	#N/A		#N/A	#N/A		#N/A		\$
	#N/A		#N/A	#N/A		#N/A		\$ 9
						Subtotal	¢.	17,850.00

Discount Vicon standard terms and conditions found herein apply to all quotations. Prices are subject to change without notice. Total \$ 17,850.00

9/21/2020 Page 1 of 1



EXECUTIVE SUMMARY

SUBJECT:	Minimal Standards for Dirt Roads Discussion					
REQUESTED	ACTION: Board Direction					
CONTRACT:	 ☐ Work Session (Report Only) ☑ Regular Meeting ☐ N/A Effective Date: Managing Division / Dept: 	Special Meeting	10/13/20			
BUDGET IMP Annual Capital N/A	ACT: TBD FUNDING SOURCE: EXPENDITURE ACCOUN	T:				

HISTORY/FACTS/ISSUES:

Mayor & Council,

As you know, the previous concepts that were presented at the last Town Council Workshop have created a lot of controversy. We were directed by Town Council at a Workshop months ago to come up with a typical dirt road sections that would utilize the minimum standards and impacts as possible. That is not what was presented. This was the fault of staff and not of the engineer since they were directed to proceed in this fashion. Prior to and since that workshop staff has worked with KHA on understanding the minimum guidelines and utilizing those in a way to have as much minimal impact to the streets and areas of the projects. The new typical sections utilize much less than the 60' as present previously. Some of the questions posed to us since that meeting are answered in this summary.

Why are we looking at widening roads? Town Council made the decision and tasked Town Staff to come up with a typical section that would maintain the dirt roadways and utilize the minimum amount of right of way as possible. These minimal standards allow for grant funding and the typical sections allow for consistent maintenance plans. Currently there are four projects staff is asking Town Council for direction on: First/Forest, 7th/Butler, West Second Ave and Bessie St Project. The current plans call for the following (but for W. Second):

- 3' of grassed shoulder
- 29" dirt road travel lanes (total 18')
- 6' grassed shoulder for the Town to implement the newly adopted Master Water Plan.
- 14' grassed swales shoulder to capture the runoff of the roadway and allow for the stormwater to percolate prior

to reaching retention areas. (improving water quality) The slope would be 1:4 slope at 1.5 feet = 6 feet- Flat bottom at 3.5 feet and 1:3 slope at 1.5 feet =4.5 feet. Max depth would be 1.5 to 2 feet.

Does the Town need to maintain the minimum Green Book Standards and other established guidelines/standards for these roads? Yes and no. Currently the Town's land development code requires a minimum travel lane to be 9' or total road width of 18'. If the Town would like to proceed with moving forward with anything less than this standard the Town would need to amend its Land Development Code or demonstrate why the deviation is required. The Town can develop a dirt road to whatever width it wants but does so at its own peril should there be a lawsuit or issue that arises from the deviation. In addition, if a deviation from a standard is accepted, a maintenance plan must be amended or adopted for that section as well.

What is minimal width for emergency vehicles? 15'. 3' less than the established minimal standard.

<u>Does the Town currently have plans for other projects right now?</u> Not actively. Currently the Town's Stormwater Assessment only allows for project costs in the amount of \$150,000 or less. Most projects exceed this amount thus the importance of grants.

7th/Butler Project: The road will be widened, increased traffic, speed increased and trees will be removed? Based on the new standard mentioned above the impacts will be minimalized. On 7th, the current road right of way ranges from 14-20'. The new plan reduces the road in some areas and increases it in others. It also meanders with the new design which acts as a traffic calming devise. Only 3 trees will be impacted. Two are dead and one is an invasive camphor. Butler: No trees will be removed and the road will be reduced by 2'.

<u>Bessie Project</u>: Town would look to establish same typical section if adopted by Town Council. The amount of right of way gives the Town wiggle room to protect any environmental sensitive areas.

Who will pay for these projects? If the road funded by grants are designed to the minimal standards then the grant will fund them (@ \$3 million). If not, then the Town is on the hook. This has been confirmed by the grant coordinator. As mentioned before, the Town doesn't have the funds to make these improvements but for grants unless there is a tax or assessment increase to accelerate the projects. If not, they will be delayed for years for the Town to save the money to self-fund. It needs to be mentioned that a lot of the Town residents do not live on dirt roadways but are responsible for the costs of the perpetual maintenance of those roadways and also the future improvements to those roadways. The Town Council made this conscience decision to maintain the charm but it does come at a cost.

What about the Trees? The Town has enough right of way to meander the typical section to protect specimen trees. 7th Avenue is a great example of how we accomplish this. Also, with all projects, the Town will have a 3rd party arborist on hand to assist staff and designers.

<u>This will change the character of the Town</u>? The only point staff can make is that there hasn't been a project yet that has done so. Until a project is approved we will never know. Should we use the minimum emergency standard of 15', there would still be a need for a 3' shoulder, 6' utility corridor and a swale system. The net difference is minimal.

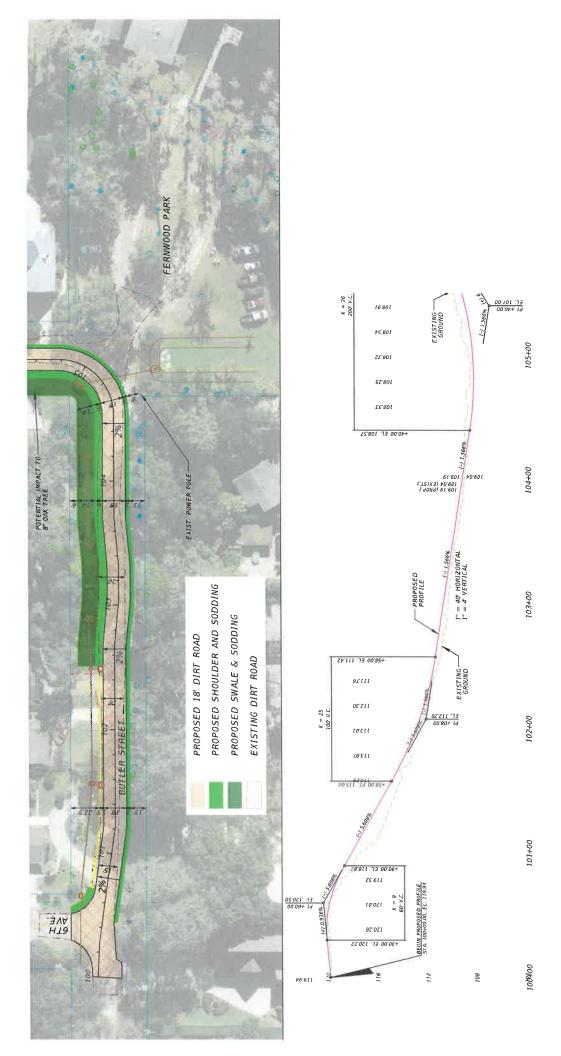
Has the Town been sued or avoided lawsuits due to flooding or stormwater issues? Yes. Since 2010 the Legal Fees have been reduced from \$250,000 to \$90,000. Most of this was due to one stormwater lawsuit on Second Ave which the Town was required to fix as part of the year's long outcome. The Town has also pre-emptively prevented lawsuits since then on at least 4 occasions.

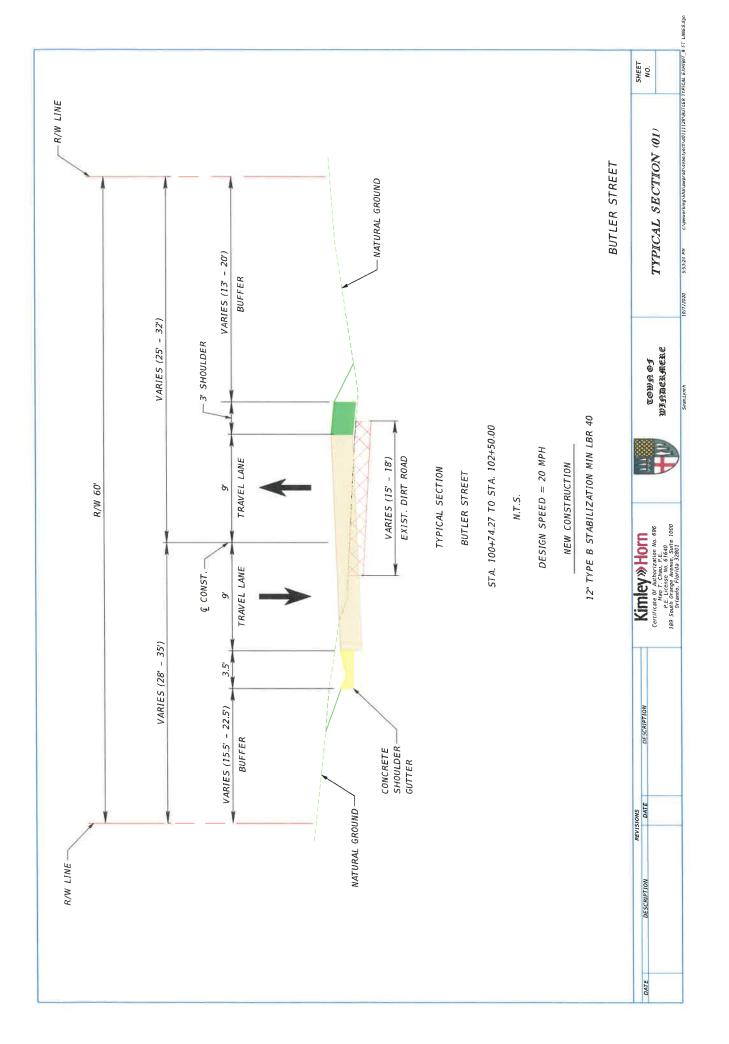
The residents need to always be aware that we work for the Council and follow their/your direction. We have seen and heard negative comments directed personally at staff for these concepts and amendments. Should the Council wish to go one way or the other we will do so.

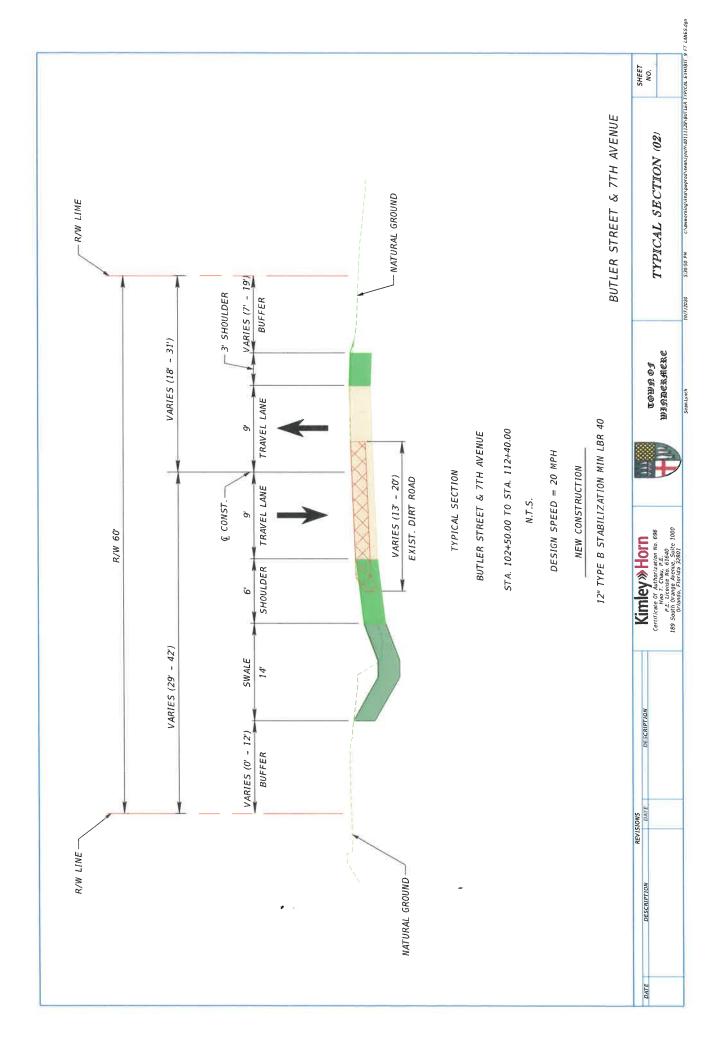
The design tonight is not for approval of the design but whether or not we utilize minimal standards for these projects only. Should we need to give money back, I would like to do so as fast as possible so other municipalities could use it, staff discontinues to work on this path and move in another direction and we hopefully stay in the good graces of those that have awarded the Town these grants

Staff awaits your direction









PROJECTS UPDATE MEETING OCTOBER 5, 2020

<u>For previous updates on each item please refer to September 2020 minutes</u> **Attendees:**

- Robert Smith, Town Manager
- Scott Brown, Public Works Director
- John Fitzgibbon, Town of Windermere
- Nora White, Town of Windermere
- Chris Sapp, Councilman Liaison
- Mike Woodward, Kimley-Horn Associates, Not in attendance
- Hao Chou, Kimley-Horn Associates
- Victor Gallo, Kimley-Horn Associates Not in attendance
- Mike Galura, Michael Galura Engineering Consultants
- 1. NPDES (National Pollutant Discharge Elimination System): The NPDES permit program addresses water pollution by regulating point sources that discharge pollutants to waters of the United States. Since the Town discharges into the lakes we are required to maintain this permit. 10/18: MBG addressed additional comments for NOI and Annual Report. Per conversation with Jason Maron, response to audit is complete. Awaiting completeness and acceptance letter. Issuance of NOI, Cycle 4 pending. MBG will distribute forms to be used for compliance (i.e., fleet maintenance, erosion/sedimentation control, etc.). Community project scheduled for Saturday, November 3rd (clean-up on lakefront, etc.) per Scott Brown. Final reading for ordinance scheduled for November 13th TC meeting, TM to coordinate with Da'Shanta and Diane on distributing Stormwater pamphlets with Boat Ramp Keys. TM reached out to BC and PDCS as well. Town received additional comments for NOI from Jason Maron. MG to address and resubmit. Comments are minor - MG to try to have responses by next week. MG to work on additional stormwater related brochures for rack in front of receptionist desk. MG coordinate with Diane on Gazette articles and number of Gazettes' issued. MG to provide Town with public education brochures for front magazine rack. Mike had DEP public notice published in February 10, Sunday edition of Orlando Sentinel. Inquiries to be made to Jason Maron, FDEP. Expecting NOI to be issued this month. MG contacted Jason Maron, DEP, for status of pending NOI. Received violation by residential builder. Coordinate with Dianne on Gazette on stormwater related articles. Awaiting Notice of Public Petition to be published in Orlando Sentinel (to be published this Saturday). Once published, need to forward proof of publication to Jason Maron, FDEP. Proof of Publication for Public Petition from Orlando Sentinel forwarded to Jason Maron, FDEP. Issuance of NOI Cycle 4 pending (permit issued May 3, 2019). KH to pick up NPDES tasks from MG based on KHA being selected as Town Continuing Consultant. KHA will prepare NPDES brochure and in-house training schedule. MG to send SOP's to HC for NPDES compliance. HC to prepare brochure for stormwater related subjects. Articles to also be published in quarterly Gazette. Violations being documented. HC to prepare stormwater related articles for the quarterly Gazette. Training is will also be initiated (late March and before Memorial Day for Town employees). Subject will range from illicit discharge to stormwater and sediment control. HC preparing for FDEP audit. Jason Maron, FDEP, to be in Town 10/24 to review Town NPDES program. KHA will be working on Gazette article for next publication. SB to provide deadline for submittal. Monthly sweeping and documentation will continue. Two (2) violations noted by JF and coordinated with BC of Wade-Trim. KHA working on Illicit Discharge power-point presentation, scheduled for

March/April 2020. Draft of presentation to be provide to TM and SB in November. SB and KHA attended FDEP audit. SB and KHA to continue to coordinate with NPDES staff to provide documentation and forms. Supply KHA with street sweeping and vacuum truck quantities. Submitted article for Gazette. First training in March to include documentation forms. SB spoke to EnviroServices to map drainage infrastructure. HC coordinating with SB on street sweeping and drainage structure debris quantities. March training HC. KHA and SB addressing FDEP questions noted in their Ph II MS4 Cycle 4 Year 1 Focused Audit Report. Reply to be completed by March 2, 2020. ON schedule. Moving forward with Town stormwater inventory via CCTV all systems (to set the control point), GPS and building mapping system for recording, reporting and monitoring current and future needs/cleanings, etc. This will be a team effort through KHA, Enviro Waste Services and SB. Debris removals being recorded via HC. 2/3: HC provided MG with quantities for street sweeping. MG to include with STAR report to DEP. SB to provide estimate to TM for decanting of dewatering. SB to also work with Vacuum trucks to identify GPS locations and quantities per GPS location to monitor any issues. Article has been submitted for Gazette. KHA and SB has responded to FDEP questions on focused audit. Vacuum truck services have completed GPS and CCTV work at 12th Street and Oakdale. KHA and SB to work on how to get this information into GIS. Potential dates for training in April. Training slides sent to SB for approval (slides approved). Training session to be scheduled. First set of inlets from truck vac for inventory. Proposal to incorporate vacuum information. Tentative training to be conducted in July-August. Two sessions: 1) Public Works and 2) Police Department. SB to coordinate with Chief on scheduling training. HC to submit projected budget impacts for next FY. Gazette articles submitted. Vac trucks working on drainage structure inventory. All training material prepared per HC. Year 2 reporting due by June 2021 - may defer training until COVID-19 restrictions are eased. Thursday nights are best for training with PD per TM. HC and SB to coordinate on when the training can be conducted (for all Town Staff). KHA agreement approved at last TC meeting. Inspection for 505 and 1108 Dirt Main sent out by JF (now in compliance) for noncompliance. IPO approved. Documentation continuing for vac truck. Need to schedule 2 training sessions with staff (PD and Public Works). SB suggested a virtual training session. HC to provide copies of training documents and to coordinate with SB on dates of training sessions. 10/5 Staff training dates scheduled.

2. Orange County LMS: Orange County Local Mitigation Strategy (LMS) is comprised of the County and other governmental jurisdiction within it to plan and prepare for natural disasters. These projects are funded by FEMA. FEMA has dedicated \$15 million to the County to fund various projects. TOW has submitted 7 projects for funding including W Second Ave. This is a 25% match program. The process takes about 2 years. 10/18: MBG ask Jason Taylor for status. MG to review comments for 5 HMGP projects from DEM (Douglas Galvan) and address within 15-days for 5 projects. MG to resubmit by DEM timeline. MG resubmitted revised Pre-Disaster application for funding of Preliminary Engineering for West Second Avenue. Geotechnical and Surveying services were not eligible because the services were performed before the Hurricane Irma disaster declaration. Awaiting word on technical review of HMGP applications. Update on Hurricane Irma HMGP applications (contact Douglas Galvan on status update). LMS Working Group Meeting scheduled for later in May (May 22nd). Jason Taylor encouraged the submittal of applications for Tier 3 projects under Hurricane Michael disaster declaration. JT feels that there will be substantial money available due to rural and smaller communities in the

Panhandle not being able to provide matching funding sources for HMGP applications. MG to notify JT of budget change for West Second Avenue for Preliminary Engineering. KHA to

work on Hurricane Michael applications (due August). MG to continue on Hurricane Irma tasks. MG to address comments from Mitchell Plummer, Engineering Specialist, Mitigation Bureau, Florida Division of Emergency Management by 07/12/2019. These projects are:

- 4337-693: 3rd Avenue and Magnolia Street Drainage Improvements;
- 4337-694: 6th Avenue and Butler Street Drainage Improvements; and
- 4337-695: 9th Avenue/10th Avenue and Oakdale Street Drainage Improvements
- 4337-697: West Second Avenue TM executed agreement and it was sent back to DEM for their execution and authorization to proceed with the Phase I design services.

DEM is reviewing the technical/engineering aspects of these projects for eligibility, feasibility and cost-effectiveness.

MG to attend LMS meeting on Wednesday August 21st at Orange County OEC (10:00 am). MG mentioned money may be available under Tier 3 funding for Hurricane Michael. Town to consider projects.

MG is to submit an HMGP for the Lake Down retaining wall under Hurricane Michael. Project will only be eligible under Tier 3 money. Applications considered by the State (DEM) is on a first come, first serve basis.

MG continuing to prepare HMGP application for the Lake Down retaining wall improvements under Hurricane Michael. MG to e-mail DEM engineers for application status for Hurricane Irma. MG resubmitted Lake Down Wall Improvement project to Daniel Negron, P.E., Orange County Public Works, for consideration by the Planning Committee for endorsement.

Initial approval for West Second Avenue Phase I Design with funded budget of \$80,000. After Phase I is complete then Phase II for Construction will begin. Estimated total cost is \$900,000 for both phases. Still waiting to hear back on other 3 projects.

Administration change at the Orange County LMS. Jason Taylor no longer LMS Manager.

Executed contract. Waiting on FEMA to sign. MG to revise scope and TM to work on title search for end of Second Avenue and easement. Public workshops will be included again. 18 months since last meeting. 2/3 MG prepared first quarterly report to Douglas Galvan, DEM (September-December 2019). Final design for West Second Ave to be on TC agenda for February 2020 meeting. MG emailed LMS and received RAI for two projects. MG to respond by /10 deadline.

MG submitted FEMA-4399-DR-FL HMGP application for Lake Down Retaining Wall to Kathleen Marshall, FDEM, Mitigation Bureau, on February 25, 2020. Project will be considered for Tier 3 funding under Hurricane Michael.

MG address environmental comments from DEM regarding applications 4337-693 (3rd Avenue and Magnolia Street) and 4337-694 (6th Avenue and Butler Street). The comments were from Kayla Born, FDEM. Two projects were considered ineligible for HMGP funding by the FDEM. These projects are 4337-695 (9th/10th Avenue and Oakdale Street) and 4337-696 (9th Avenue and East Boulevard Regional Stormwater Pond). RS mentioned infrastructure stimulus package may have money available for CIP's.

Received notification from DEM (Douglas Galvan) that Project 4338-443-R (693) 3rd Avenue and Magnolia Street Drainage – Phase I (Design and Permitting) has been approved for funding under the Hazard Mitigation Grant Program (HMGP). The Project Total Cost under Phase I: \$72,500; Federal Share: \$54,375; Local Share: \$18,125. The contract with DEM will be forthcoming for the Town's execution.

Reimbursement Request No. 1 processed by the DEM. Additional information submitted to Claudia Purser, DEM regarding 9th/10th and Oakdale and 9th/East Boulevard Regional Stormwater Pond. MG to follow up with Claudia on status of additional information. MG to prepare and submit quarterly report and Reimbursement Request No. 2 by the first week in July.

Second quarter reports sent to TM for his digital signature. Awaiting execution of two new project contracts with DEM.

New quarterly reports forms prepared and executed by the TM for the three (3) Town project – 4337-297-R (West Second Avenue); 4337-443-R (3rd Avenue and Magnolia Street); and 4337-449-R (6th Avenue and Butler Street) and submitted to Douglas Galvan, FDEM. All contracts executed and quarterly reports submitted. MG submitted an exhibit locating the three projects on a single Location Map to Paola Sullivan, DEM. Attended LMS Working Group meeting last month to discuss LMS projects and any other topics. Discussions on residential safe room funding. Manny Soto (City of Orlando) – Steering Committee chair; Daniel Negron (Orange County Stormwater Management Division) – Planning Committee chair. 10/5 HC to provide typical section for 7th and Butler Street. Workshops and public meetings scheduled in October. Typical will be applied if approved. TM to present to TC October 13th for direction on widths.

3. FIRST Avenue and FOREST Street Drainage Improvements: Grant awarded to TOW to address flooding within the Basin. 10/18: MBG awaiting all cancelled checks to prepare reimbursement form to SFWMD (Nestor Garrido). No further complaints on the project. Town is monitoring system for condition and adjust as needed per TC directive. Vacuuming service RFP sent out by SB. Bid opening November 8th at 3:00 pm at Town Hall. MG to still look at possibility of covering grates on roadway. MG submitted initial request for reimbursement. SFWMD responded and needs unique Town invoice number to process request. Debbie Wilson provided MG with unique Town invoice number. MG resubmitted invoice to Nestor Garrido. Town received \$175,000 reimbursement from the SFWMD. Project Complete. MG to review alternatives to grates in lieu of Mack Concrete's recommendation to cut inlet top and precast top with manhole frame and cover. Potential filter per JF – test site. Further evaluate grates on First Avenue on whether to cap or maintain. MG to apply for DAC Recovery funding from DEM. \$31,564.07 is requested for DAC funding. MG to work to submit next week. DAC application submitted to Amanda Campen, Florida DEM, Bureau Chief of Recovery, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32301 on July 1st, 2019. MG to follow up on submittal. KHA to review drainage system and provide Induvial Project Order (IPO) for recommendations and possible upgrades. Data collection for project fix. MG provided topographic information to SB per resident request. Project completed; reimbursement received. KHA to address additional concerns regarding project improvements. IPO released to KHA on analyzing alternatives to maintain stormwater within the Town right-of-way. HC to provide summary to TM. Draft Report to be submitted to TM and SB by Monday 10/7. KH submitted draft report to TM and SB. TM and SB have reviewed and have no comments. KH to submit final report with opinions of probable construction costs. HC reviewed DRAFT report which will be revised and submitted to SB for review. TC meeting on 12/18 for discussion of the report. Final report submitted by HC to TM and SB. Workshop with TC scheduled for January 28th

(KHA to present). TC to review scope of concept design. KHA completed and presented study to TC during January workshop. Recommend adding 24" connector to existing culverts on Forest to assist with high demand discharge events and high-water conditions, as we have been seeing for several years. Further provided alternative road options, dirt and porous for considerations. Also provided recommendation to alleviate private lot drainage via property owners providing drainage easements to place a culvert system in to discharge their private lot drainage. March 4th: March 10th presentation to TC on recommendation for improvements to First Avenue and Forest Street drainage improvements. David Hansen mentioned the OC has a project the Town may wish to explore relative to establishing swales or berms on both Town and Residential properties with appropriate landscaping. TM and David to coordinate with Councilmember Andert for more info and see if we can incorporate in the Butler, Bessie and Forest projects. KHA will prepare three IPOs for March Town Council agenda. KHA to review survey files previously provided by MG. KHA to include septic drain fields in project survey. Schedule kick-off meeting – TC approved one CIP - upgrade and include equalizer pipes and swale details. IPO expanded to include topographic survey in private property. Rain event monitored by KHA. First field visit conducted as well as kick-off meeting. KHA completed field visits and prepared drainage maps to prepare conceptual construction plans. PEC Surveying and Mapping conducting survey work. KHA to present to TC in July (tentative). Rain events to be continued to be monitored. Meeting to property owners before TC meeting. MG to coordinate with HC on modeling of W. Second Avenue as part of the First Avenue and Forest Drainage Improvements. Schedule kick-off meeting - TC approved one CIP - upgrade and include equalizer pipes and swale details. IPO expanded to include topographic survey in private property. Rain event monitored by KHA. First field visit conducted as well as kickoff meeting. Drainage analysis and conceptual design underway. Coordination with MG on W. 2nd Avenue. Meetings to be scheduled with residents upon completion of the conceptual. Concept and approach to tentatively presented in two (2) weeks. VG conducted review and will provide TM with update after storm observation. Workshop on 9/22. Concept plan to be completed this week and submitted to the Town for review next week. 10/5 HC to utilize same typical section as 7th and Butler. Redundant outfall pipe and swales to be presented by KH as part of workshop with TC. Workshop in October with Bessie project. Widths based on what happens with Butler and 7th.

4. RR ROW (Sidewalks, Multi Modal Path, RR ROW): Town Council approved the purchase of the Ward/DP Lynn interests in the Railroad ROW. Once acquired the Town would be able to use the property for various projects: multi modal, stormwater, and landscaping) This would also allow for possible property swaps with those that own the RR Row so the TOW would have a continuous corridor form 12th/chase to Windermere Rd. 10/18 November 1st advertising period. TM working on negotiations for property swap. Conceptual design will commence once the property agreement is finalized. SB is coordinating with the Rubio's on property donation adjacent to Lake Down-Lake Butler canal. Still waiting on Wards. Awaiting on closing on property swap with the Town. Expect closing in April. Next agenda for resolution to vacate 20' on Dirt Main and provide it for the property owner (Ward). TM negotiating with property owner adjacent to Lake Down canal. The closing is next week. TM providing information to closing agent. Workshop held Monday night. TC approved property swap. TM to talk to residents on Lake Butler Boulevard for swap/purchase of RR property. SB still talking to Rubio's, updating TM on status. TM looking for funding sources for project (FRDAP, etc.). Rubio's agreed to donate land pursuant to

conditions to be addressed by the Town. To be on July TC meeting. TM sent documents to Sorenson. SB to discuss contract with Rubio's. Heather to draft agreement for Rubio's. TM - after property acquisition, review multi-modal concept plan with Wade-Trim or KHA. SB working on funding opportunities to design project. To be named Windermere-Ward trail (prototype name - provisional). SB still negotiating with Rubio's - language in agreement for disclosure statement. Gray-Robinson to prepare agreement language for the Rubio's to approve. Memorial plaque to be provided as part of the agreement. No change. SB continuing to coordinate with the Rubio's regarding donation of railroad right-of-way property. Sorenson property in closing stage. Anticipated completion by December 2019. Scott spoke Rubio and will continue to coordinate with Rubio for their review and signature. TM to work with both KH and Wade Trim on survey, concepts and design from North to Park Ave. Rubio property donation completed. Phase I will be from Park Avenue to North Avenue. Funding to be applied through the MPO TAC. KHA working on scope for Concept Design. TM received scope and under review for approval at January TC meeting. KHA moving forward with the concept design phase. Project added to OC tax increase project list for possible funding source as part of a regional trail. 2/3 IPO approved at January TC meeting. Windermere WD looking to help fund portion of the project. LRP needs to select stake-holder to represent at coordination meeting with various boards. TM to schedule first stakeholder meeting in February. Meeting occurred in February. Direction was given to KHA on look and feel of walk way. KHA and SB have a site visit scheduled in March. After the field visit, KHA will prepare draft concept for TC workshop. MW presented preliminary alignment for multi-modal path and concept plan for typical sections. The alignment is a curvilinear alignment with a 10-foot width an in an elevated section along the top of the existing berm. Discussion regarding public meeting - pending on when a public meeting can be held. KHA to amend plans to remove elevated path. TC workshop to be scheduled by SB/HC. Present to LRP/TB in July prior to TC meeting workshop in the end of July for conceptual approval. IPO to be prepared for final design upon approval by TC of conceptual plan. TM to secure some initial funding for the project (without pedestrian bridge). Information to be ready by 6/12 for TB meeting on 6/18. Review plan with LRP on 6/25. Property on 10th Avenue, alignment to be adjusted. TM discussed with LRP and TB to be submitted to TC for conceptual approval of plan at next TC meeting. Coordination with Ocoee, MW provided multi-modal information. Once concept is approved, TM to take to West Orange for funding opportunities (connection to West Orange Trail). TM to request IPO from Mike Woodward, KHA. Work with TB regarding tree selection. Work with residents on type of vegetation to be planted. Include separate Add-Alternative for bridge. Need probable cost for pedestrian bridge. IPO for pedestrian bridge was approved to KHA. CS discussed KHA third party vendor for provider of pedestrian bridge. KHA will serve as liaison for bridge design. Vendors will present options to KHA and the Town for selection of preferred bridge structure. 10/5 TM and MW working with West Orange Alliance on funding for the project. Pedestrian bridge is separate IPO.

<u>W. Second Ave Roadway and Drainage Improvements</u>: Town Council approved the widening and stormwater projects for West Second Ave. Staff met with public and have a conceptual design. Staff waiting on Orange County LMS response for funding before design can be brought back to residents and TC for Approval. 10/18. No change. Awaiting Notice of Funding from FEMA/DEM from Hurricane Irma. MG to address comments from DEM (Douglas Galvin) regarding project costs. MG addressed with Douglas Galvan. MG to coordinate with Douglas Galvan, DEM, on project status. No Change. MG e-mailed Douglas

Galvan - no response to date. Applications under technical review - fiscal review complete. Continue to fill in edge of pavement. None. MG addressed RFI's from DEM Environmental Reviewer regarding project limits (project limits in latitude/longitude format). No change. MG to request status of HMGP application review. Still waiting on LMS contract. TM to coordinate design approval and workshops. TM executed Phase I agreement and sent back to DEM for approval and authorization to proceed. Total authorization is \$79,400 (75% Federal, 25% local share). Awaiting on executed contract with DEM for authorization for Notice to Proceed. Need easement and title search to be conducted to verify existing rightsof-way/easements. Also, more public hearings to be scheduled. 2/3 Coordinate with Gray-Robinson on title search for "right-of-way" for stormwater outfall to Wauseon Bay/Lake Butler. TM - pave Old Main from 2nd Avenue to Canal (IPO by KHA). TM emailed GR. MG submitted 4th Quarter report to FDEM in compliance with the executed contract conditions. Next quarterly report to be submitted by April 15, 2020. MG to coordinate with Gray-Robinson regarding title search for existing right-of-way bisecting West Second Avenue for stormwater management outfall to Lake Butler/Wauseon Bay. MG to coordinate with Diane Edwards on reserving Town Hall for 2 public forums (east of Pine Street/west of Pine Street). MG to coordinate with Wade-Trim regarding the existing 2" water main on West Second Avenue for upgrading per the water master plan. RS and MG to also meet with cul-se-sac owners regarding the Town taking over the cul-de-sac if agreed on with owners, including the securing of outfall easement to Lake Butler/Wauseon Bay. Title search by Gray-Robinson revealed that no rights-of-ways or drainage easements exist where originally mapped by the Orange County Property Appraiser. Their maps were updated to reflect no right-of-way or drainage easements. A public forum is to be scheduled (pending on pandemic lockdown) to solicit drainage easement(s) from residents. Mike Galura will coordinate with Scott Brown, Hao Chou and John Fitzgibbon on PRELIMINARY drainage design. TM to schedule a Town Hall Meeting for specific residents regarding the outfall easements at the middle of the project and at the end of the project (cul-de-sac). June may be the tentative month for a face-to-face public forum. MG to reprint presentation boards for public forum. MG to also coordinate with WT on relocation and re-construction of existing water main as part of roadway improvements. MG to have updated presentation boards prepared for public forum. 2nd quarter report due first week in July. MG to coordinate with SB, JF and HC on design plans and calculations. Three meetings: 1) East of Pine Street residents; 2) West of Pine Street residents; 3) Cul-De-Sac residents. MG conducted video conference call with SB and KHA (HC, VG) to discuss peer review comments by KHA. MG to amend plans accordingly. MG to coordinate with WT regarding water main design to be incorporated with the plans. SB and WT coordinating with OCU regarding the water main design. Tentative August 5th meeting with OCU. Quarterly report submitted to Doug Galvan by TM. MG prepared and submitted Reimbursement Request No. 2 to Doug Galvan. MG continuing to revise plans per KHA peer review and prepare boards for public forum(s). MG to submit revised computer models to Victor Gallo, KHA. Schedule to have 90% plans completed by September. TM and MG to conduct Zoom meeting with residents on public forum. Three (3) virtual public workshops conducted (East of Pine Street; west of Pine Street; cul-de-sac). Minor comments received that MG will incorporate into the final plans. Expecting more comments. Comments and discussions include avoiding large trees, locations of speed humps, stop signs (at Pine Street), lane widths, curb type etc. 10/5 Continue public forums with stakeholders on discussions of project design. MG working on quarterly report and time extension request.

- 6. Downtown Lighting Project: The Town of Windermere recently changed from halogen to LED lights. We are now working on getting additional lights in areas but looking to work with Duke on process/need/cost. In addition, we are working with various companied looking to colocated small cell towers on our existing lighting. 10/18 Crown Castle considering 5G cell towers in Windermere. No applications received by Brad Cornelius (BC) as of yet. Working on application process. SB talked to Mike Smith, Duke Energy, for light/pole installation and FDEM permitting. TM needs application, cost estimate and clarification on policy. Major corridors (Biscayne - 12th Avenue to Windermere Road) and residential areas (Top Hats) for lighting envelope. No response from Mike Smith on SB's e-mails. Continue to follow-up with Duke Energy on street lighting. Send e-mail to Debbie Clements. SB met with Mike Smith last week. Look at photo metrics for area north of canal where it is currently not lighted. Still waiting on Duke Energy on photo metrics. SB waiting on Mike Smith. No change. New liaison with Duke. SB has received monthly cost from Duke for lighting from Parkridge Gotha to North. Duke to provide construction cost estimate for what Town is responsible for. Anticipated receipt from Duke in 60 days. Possible item at the Feb 2020 Board Meeting. Mike Smith to provide costs for lighting based on concept drawings. Mike Smith provided cost to SB. From Parkridge-Gotha Road to Lake Down-Butler Canal, it would cost \$240,000 during the day and \$280,000 for night work (Construction and MOT). 2/3 Need flood lighting for Windermere Wine & Dine. Nothing further at this time. Lighting may be incorporated into the multi modal pathway project. No new updates. On hold, awaiting stimulus money.TM to meet with Duke regarding franchise agreements and whether additional lighting can be provided to the Town. SB video-conferenced with Duke Energy. Discussions on MOT during the day by working within the existing right-of-way. SB directed Duke on their phasing plan and updated costs for each phase. SB spoke with Duke contractor on line alignments. Duke to return with options and associated costs. Town tentative funding in FY 2022. Still waiting on Mike Smith regarding costs. Still awaiting Duke Energy. Awaiting on Mike on lighting project. -SB to reach out to Duke Energy to get the prices for undergrounding utilities. Relocate lighting adjacent to Town Administration building. 10/5 SB corresponding with Duke Energy (Kara).
- 7. Signage: TOW looking for consistent signage within Town. Part of Branding Revitalization. Street signs have been installed along major roadways. Now focusing on interior signage to make sure they are correct type, meet specs and are justified and enforceable. 10/18: SB to look into Parking Directional Signage when 5th/Forest is complete. Town Entrance Signage placed on hold. SB to look at parking directional signage. Parking directional sign ordered by SB. SB to meet with contractor on parking signs and public parking signs. Keep 10-ton weight limit for bridge over canal. SB to order sign for 10-ton limit. Parking signs are expected to be received this week. New speed limit signs installed by SB. Look at installing DO NOT BLOCK INTERSECTION signs at intersections. SB to look to add in next round of regulatory signs. Most signs have been maintained by PW. Some signs may need to be replaced due to age. SB to monitor. SB awaiting quotes for flashing beacons. DO NOT BLOCK INTERSECTION signage to be included in next FY budget. Re-visit event signage coordinate with LRP. No change - Advanced warning "Stop Ahead" beacons have been ordered and will be installed at approach to Windermere Road on Maguire Road. Beacons on hold due to backorder at manufacturer. PW to continue to maintain sidewalks. Posts were received but were damaged and were return. LRP tabled entry and event signage for next meeting. Footers laid for the 2 beacons. Start upgrading regulatory signs. Main and First pedestrian signage - LRP to prioritize. LRP prioritized First and Main. New signs and decorative posts have been ordered

to replace existing from Parkridge Gotha to downtown. New signs and decorative signs completed. Upgraded all regulatory signs from Parkridge-Gotha to downtown. Working on first reading for Ordinance for right-turn only and fine amounts for violations. Radar trailer purchased by PW (can be used for educational purposes). New and regulatory signs have been completed. 2/3 Take pictures of new pedestrian cross-walks and post on Town website (Windermere Rd and Main). Order signage for southeast quadrant. New no right-turn signs at six locations and speed humps have been installed on Ridgewood. CS suggested that flags be temporarily placed on new signs, a temporary info board from PD could be used, and to put down traffic counters. SB will get with PD on these items. KHA to look at providing past traffic counts. There was a discussion on how to get this information reported to Waze and Google Maps. LRP made recommendation for RFW w/sign company to design, construct and operate Town Facilities event and gateway signs. PD monitoring, will get count when traffic patterns return to normalcy. Hold off on internal signs. Park Avenue signs to be updated. CS to set up LRP meeting - schedule workshop in August-September. SB put signs on bridge. Park Avenue signage ready to go (SB spoke with contractor). Resolve issue with property owner and WT on signage. SB and CS discussed with LRP and they need more information on scope of work. SB should have some notes to CS sometime this week to get a signage company onboard regarding the Town's brand (beyond regulatory and traffic signage). SB reached out to OCPS for design processes. Looking at capabilities of companies currently contracted with the TOW for design. LRP will make final recommendations to TC. Individual IPO's for signage discussed. Documentation to be sent to TM for TC agenda. 10/5 To be done under KHA master services agreement. To be presented as an LRP item.

8. New Facility: Awaiting preliminary DD budget numbers from HJ High. Coordination with MW regarding impact to roundabout from new facility construction. JF to coordinate with ADG for modifications and scope on 6th Ave including ingress-egress to the library. This was not part of the original budget and will be priced separately for Robert to determine budget parameters. Maintenance Bldg. will be priced separately since it was not included in the original scope. The arborist was on site Friday May 2nd to perform air spading the trees that are to remain. The report will indicate tree root pruning plans. Determination was made that no special foundations will be required based on proposed building foundations and existing tree root extent. JF working on AIA102 form for GMP for review in July with HJ High. Early demo and foundation packages plan to be submitted in August for pricing and contracting. Demo tentatively to be completed 8/1. Meetings this week with design teams. JF to send current design schedule to Robert for TC. JF/ADG to present update to TC by 7/28 (workshop). Any TC directions can be approved at August meeting. Two workshops to be conducted per TM. Transition into construction document phase. Anticipate having demo package by mid- to latter part of August. Preliminary construction meeting to be conducted before demolition. Provisions for ventilation requirements for COVID-19 to be considered as part of budget increase. Received 50% CD set from ADG Thursday of last week. JF and Stephen Withers to prepare redlines and schedule meeting with ADG to further discuss. ADG working on 50% CD budget. Bidding abatement out. Abatement will be done as Change Order to. Waiting review comments from HJH. TM - request waivers for demo contractors (hold Town harmless). JF coordinate with demo contractor on turning off power. CS - coordinate on salvaging of materials from Town offices to be demolished and documented. 60% CD's complete; 90% CD's expected September 30, 2020. Demo package out to bid with HJH. Demolition to begin mid- to late October 2020. Coordination with all utilities continuing for disconnection. Gas has been disconnected as well as all Spectrum

Business services. FDLE Server waiting to be relocated. Once server is relocated, power will be cut off and removed from old facilities. Coordinating salvage of old material from building with Tom Strupe and George Poelker from the Historic Preservation Board.10/5 Doing final selection with Demo contractor. Selection based on low qualified bidder. Abatement completed. Air quality test conducted in existing facilities. Pre-construction meeting with demo contractor TBD. 100% CD's expected by end of week. Looking into perimeter fencing prior to demolition.

- 9. Temporary Facility Update: Approved KHA for the temporary facilities site plan (including survey). Preliminary arborist report received. Finance to be including in all meetings. 2/3 Finalized temporary facilities schematics (501 Forest Street). Will need to take site plan to DRB for approval (Brad Cornelius). DRB scheduled for February 18th. Present to TC February 11th. Scheduled for approval at TC on March 11th. Temporary facilities site plan has been reviewed and approved by LRP, DRB and Tree Board. Pending final approval from TC in April. JF needs to meet with residents. JF received pricing and it looks to be within budget. Final temporary site plan provided by KHA and under review by Wade-Trim. JF working with HJ High on breakdown of cost for temporary facility to submit to TC on 4/28 virtual town council meeting for approval. Timing for relocation and prep for demolition is currently under review. Temporary facilities approved by TC. Minor landscaping to be provided during the duration of temporary facility. JF sent TC draft of contracting format for review - to also be sent to Heather Ramos (Gray-Robinson) for her review. Construction to begin in June (tentative) per JF. Construction estimated to be 30-days. TM to coordinate with staff and PD regarding the move to the temporary facilities. Change order with HJH approved. JF working on Final trailer layouts - including lease agreement for Town and will general liability on trailers with Nora. JF to coordinate with KHA on site plan to be submitted for permits (BC). Phone services to be worked directly with CenturyLink. JF to coordinate with Town and Clinton on servers. TM to meet with adjacent property owners 6/3. Temporary facility site grading completed. Awaiting trailers from manufacturer. Anticipate July 31st for turning over facilities to staff. JF to coordinate with SB regarding trimming of trees along Forest Street for building delivery. Discussed with contractor regarding timing of demolition in relation to provision of internet access by Spectrum. Last week decking completed and final electrical completed. Met with Duke to set meter to be turned over to the Town. PD moved some items over to temporary facilities. Furniture are in the trailers per JF. JF to coordinate with NW and Dorothy on office setup. Currently no power in the temporary facilities. Fiber optic is in. Awaiting on server depending on power from Duke. Trailer skirting pending with landscaping to be done afterwards. Power on in all temporary facilities. Everybody relocated and operational. All Done! 10/5 All power in place for Administration and PD.
- 10. Fernwood Park FRDAP Grant: \$50,000 Awarded for Fernwood Park improvements. 10/18

 SB working on RFP for Park Improvements for Fernwood. Project will match IDG approved plans. All contracts have been signed and waiting work from Andy Easton. All contracts signed. SB getting surveys done for site. Have not received Notice to Proceed. Awaiting boundary survey which is required per FRDAP. All commitment documents submitted to FDEP. Title search kicked back by FDRP (prepared by Gray-Robinson). Awaiting Notice to Proceed from FDEP. Notice of Commencement received from FDEP. 5-year CIP list to be built (SB to coordinate). TM requested items to be put on March/April TC agenda. Got Notice of Commencement. Come up with priority list for capital projects. PR to have a CIP list for SB.

Central and Fernwood to be priority for FRDAP. SB has received cost estimates for drinking water fountains and butterfly garden. Dock quotes to be solicited by SB. Shoreline clearing will be in next FY budget. SB awaiting prices to remove invasive species from vendors. Dobson has removed invasive species in upland areas. Trees will also need to be removed. Aquatics company will continue to treat vegetation in waters. FWC and Orange County EPD permits have been amended. Invasive species being removed. Boardwalk concept pending based on removal of additional vegetation along projected alignment. SB stated approximate ETA for design is 6-months. Took down some large invasive trees. SB met with PR on footprint for trail and walkway. Obligation for boat ramp repair. Deadline to complete in 14 months under FRDAP conditions. Contractor is developing draft footprint and estimated cost for the boardwalk. Contractor provided SB with quote for the design, engineering and permitting of elevated nature walk. Nature trail in design phase by Contractor. Final concept drawings completed. Moving into construction plans and scope of work. 2/3 Final concept prepared including elevated nature trail. Sent to PR for review. Concept in design. FRDAP schedule through April 2021. TM and David Hansen to coordinate on driveway within the park. Partnership with OC, FWC and TOW. Need to stabilize the driveway and launch area. David Hansen to help guide Town through OC permitting and variances. Video conference with SFWMD - will require a permit for the boardwalk. Meeting with Orange County EPD - 2 permits required including tree survey and wetland delineation. Draft concept prepared, beginning preparation of construction plans. 4-6-months estimated for design. FRDAP grant deadline April 2021. 5K run has been postponed, but not canceled. SB working with OC EPD on wetland delineation. Surveyors are picking up wetland flagging. Also virtually met with SFWMD on permit submittal. FRDAP forms sent to TM for execution. TM coordinating with FDEP regarding parking configuration. SB said that the SFWMD is requesting an individual permit for the boardwalk due to encroachments to Sovereign submerged lands. FRDAP grant application withdrawn. Meeting tonight at 5:00 pm to discuss. Town to conduct a charette for presentation (to be conducted on Zoom). Coordinate with Councilman McKinley on P&R input. No changes. Getting charettes and scheduled for the residents. TM to discuss with Councilman McKinley on opening of Lake Street Park. 10/5 TM to coordinate with PR to complete and close-out discussion relative to boardwalk.

11. Central Park FRDAP Grant: \$50,000 Awarded for Central Park improvements. 10/18 SB working on RFP for Park Improvements for Central Park. Project will match IDG approved plans. All contracts have been signed and waiting work from Andy Easton. SB getting surveys for site. Title search kicked back by FDRP (prepared by Gray-Robinson). Awaiting Notice to Proceed from FDEP. SB getting quotes on drinking fountain and Frisbee golf baskets. SB expects quotes this month. Also getting quotes on exercise stations and drinking water fountain. SB waiting on final quotes for exercise stations. Will need to coordinate with OCU on connection for water fountains. PR recommended wood as opposed to metal exercise equipment. Still waiting on final quotes. Coordinating with OC Utilities for meter for drinking fountain. PR recommended metal as opposed to wood. Exercise equipment and drinking fountain (including water meter hookup) to be considered for TC agenda. Repairs completed on split rail fences and walking trail. SB expects Central Park improvements to be completed within the next couple of months. Include maintenance schedules from exercise equipment. Exercise equipment has been ordered. SB is coordinating to have the water meter installed for the drinking fountain. Exercise equipment installed. Awaiting OC for water meter installation for drinking fountain. OC completed water meter installation. Exercise equipment completed. OC meter account set up and active. Awaiting meter to be activated. Signage has been ordered, awaiting receipt of signs to be installed. TB to secure a landscape architect (with certified arborist) for tree mitigation plan. Signage installed. Met with Andy Eason (grants manager) to review, take photos, and go over close out documents. Finalizing Limitation of Use agreement to be recorded with OC, As Builts, expense records and final documents. 2/3 Close-out phase initiated. Determining what is required for the close-out document. Tree Board to focus on site for tree plantings. SB met with grant manager to close out. Grill has been purchased which was the last item to upgrade picnic area. Central Park completed. Walk-through conducted by SB and Andy Easton. Project is completed – Project completed. MG submitted signed and sealed As-Built plans to SB. 10/5 Awaiting reimbursements.

- 12. Cross Walk Improvements: W&D has funded two cross walk improvements. First one on Second/Main and the next on 6th/Magnolia. 10/18 Two additional locations — 6th Avenue east of Ridgewood, and Main Street near Estancia. Funded one cross-walk. Location to be determined. Consideration for cross-walk locations: 1) 6th Avenue near Ridgewood Drive; 2) Main Street near Estancia. LRP to make recommendation and present to TC for approval. LRP has reviewed and approved Johnson Park crossing (east of Ridgewood), to be presented to TC for approval. More usage and higher volume of traffic. Cross-walk improvements completed. Look at an additional cross-walk based on availability of funding. LRP made 2 recommendations - 1) Estancia; 2) First Avenue and Main Street. Retrofit existing cross-walks. LRP recommendations made. Awaiting funding. No change. Waiting on Windermere W&D funds. No change. No Change. Awaiting on Windermere Wine & Dine. Crosswalk on Windermere Road and Main should be completed soon. 2/3 Windermere W&D agreed to fund new cross-walk at 1st Avenue and Main Street. On TC agenda for 2/11. Windermere Road and Maguire Road has been completed. TC approved RRFB at Main Street and 1st Ave. Footers have been poured. Awaiting deliveries for RRFB's. RRFB's completed at Main Street and 1st Avenue and operational. Nothing additional. 10/5 Waiting on W&D.
- 13. 1887 Schoolhouse: HPB and Tree Board have worked on the planning and implementation of repairing and improving the grounds and structures. Currently HPB is looking at making sure the building is sound prior to making additional improvements. SB sent out various requests for contractors and engineers to look at to no avail. In addition, SB was able to get a vendor to take care of the grove area to make sure it is well maintained and healthy. 10/18. Approved to replace citrus trees that have died and contract with maintenance firm. HPB to make decision on structure analysis. Working with Amanda Black on search for architect. HPB still searching for tree/grove maintenance. Architectural evaluation approved by TC. Based on architectural evaluation, HPB will generate a CIP. Architectural evaluation awaiting. The architect has conducted initial condition of schoolhouse. Architect to return to review the condition of the schoolhouse. Architect has returned several times to continue to evaluate. Architect sent in plans to Town for review. SB to be liaison for Eagle Scout project. HPB working with architect and on future CIP. HPB creating scope of work based on architect's evaluation. HPB still having open discussions regarding the architect concept. HPB meets 1/8/20. HPB discussing options for materials to use and style of final look. 2/3 HPB still having discussions. To keep status on National Historic Register, HPB will need to maintain the same architectural look. HPB had

conference call with SHPPO about signage and marker. No changes. TM to meet with potential volunteers for community hours.10/5 No changes.

- 14. Street Sweeping: Best Management Practice (BMP) under the stormwater NPDES program. 10/18 Ongoing. MG has article to send to TM, SB and JF. Ongoing. HC to consider street sweeping article for Gazette. No change. Ongoing. KH to prepare article in Winter Gazette about street sweeping. Due date is 11/22. MG to get street sweeping quantities from SB and determine TN (Total Nitrogen) and TP (Total Phosphorous) and submit the removals to DEP under their STAR program (State Annual Report). HC to provide MG with quantities. MG to submit as part of STAR to the FDEP doe pollutant load reduction reporting. 2/3 MG received quantities from HC. Will combine with NPDES section. Ongoing. SB and KHA submitted street sweeping volumes to FDEP. KHA and USA Services documenting quantities. Continuing to document. Quantities are continuing to be documented. Still documenting on monthly basis. 10/5 Ongoing.
- 15. <u>Vacuum-Truck Services</u> Cleaning of stormwater structures and storm pipes. Bid awarded by Town to Waste Services Group at January TC meeting. Started on 8th and Bessie Street to Magnolia. Log of linear footage of pipe cleaning and volume of debris collected. Completed in 1-1/2 days. Scheduled for 12th Avenue and Oakdale Street stormwater project. MG to provide SB with copy of recorded drainage easements for the storm sewer system in the back of the homes. Next project is west 8th and Forest Street. Plan is to initially clean the entire system with a future target of bi-annual cleaning of systems. SB to receive cleaning logs from WSG for documentation for NPDES measurable goals. Provide measurable goals for NPDES reporting. Done with cleaning 12th and Oakdale Street, Moving nest to west 8th Avenue drainage system for cleaning. TM to coordinate with SB on availability of funding for continuing work. Working on funding. Continuing the cleaning of stormwater/drainage structures. Plan to conduct bi-annually. SB to provide budget amount to TM. Completed west 8th Avenue and currently working on Lake Street. Targeting North Oakdale (north of 1st Avenue). Completed North Oakdale including First Avenue stormwater pond. Next is Johnson Park pond then Ridgewood ponds. Completed. SB will continue working with vacuum trucks for other projects. Completed main drainage basins. Biannual treatment of all infrastructure and also CCTV of infrastructure. Structures will also be GPS's for inventory. SB to draft release on dewatering so there is no confusion as to what is being placed in stormwater ponds. Will also get costs on transport. 2/3 Completed cleaning of all stormwater systems, including Main street and its associated detention chambers. Crews returning this week to begin return cleaning off the dirt roads, as well as to start GPS and CCTV all systems to record current conditions and control points moving forward with an overall inventory of the Town's stormwater system. Will combine with NPDES section. 12th Street and Oakdale vacuum, GPS and CCTV services have been completed. 12th and Oakdale completed. Videoing process. SB working with KHA on GIS for inventory. GIS being prepared for drainage infrastructure mapping. Continuing GIS mapping of Town's MS4 system. Completed west 8th Avenue - working towards First and Forest. Ongoing. Set up for Bi-yearly cleaning. Continuing GIS mapping. 10/5 Ongoing. Videoing for GIS mapping.
- 16. Lakefront Maintenance: TOW to control invasive species along lakefront that is under Town jurisdiction. 10/18: Awaiting Orange County for permits. Once received, invasive plants to be removed by selected contractor. Awaiting Orange County permits. To start in

January. Received OC permits. All permits now received. Start herbicide spraying. Pond by Windermere Elementary also maintained. Aquatic Systems has been onsite for a couple of months. SB coordinating with David Hansen, Orange County Environmental Protection Division, regarding limits of herbicide application. Information on cleaning Town's social media pages. Ongoing. Monthly treatment (15 locations). Vegetation cleared at Windermere Rec Center pond. Ongoing. SB to assess Windermere Rec Center pond on water recovery – check lake levels for comparison. Spraying is on a monthly basis on lakeshore and in the parks. Continuing on monthly basis. On Lake Down, 5 cypress trees planted and sent documentation to OCEPD to close out the complaint. Ongoing. SB received quotes to clean up the lakeshore (vegetation removal and tree removal). Continue to construct elevated boardwalk for nature trail. 2/3 DH discussed possibly funding "backyard BMP's" (swales, rain gardens, planting, etc.). Ongoing. SB to provide TM with budget numbers. Continuing. 10/5 Continuing.

- 17. Town Hall: PW to inventory entire Town hall for improvements and repairs. 10/18: TM asking for long term needs of Town Hall – full assessment (i.e., lighting, kitchen, audiovideo, etc.). SB contacted Landmark Construction for proposal. SB spoke with Landmark for numbers for quote. SB to contact Landmark Construction. SB talking to other contractors regarding quotes. SB requested proposal from Edmundson. SB has meeting with general contractor to give him some prices. Ongoing for quotes. Need all fixed assets identified and provided to NW (for insurance purposes). W&D to consider helping with Town Hall fix. No Change. TM needs to complete inventory. W&D want to invest in Town Hall including: roof; kitchen; etc. Working on pricing with contractor over the next 60 days. W&D has interest in TH improvements. SB has requested scope of work and cost from HB & Associates for TH improvements. SB to meet with CPWG to do a complete evaluation of Town Hall (both interior and exterior), subsurface to roof including electrical, HVAC, sound and lighting, foundations, etc. 2/3 Met twice with cpwg as well as their co-consultant MLD Architects. MLD has an extensive history with historic buildings and are familiar with the State Historic Preservation Office (SHIPO) requirements aka Secretary of Interior. Some opportunities for grants may be possible for the historic portions of the work. SB met CPWG to provide a cost to evaluate Town Hall. MLB architects to also provide review of historical elements of Town Hall. SB to look at mid-end of March for scope of work. Will need RFQ. Contractor just send SB scope of work and cost. SB is reviewing. On Hold. SB and JF to get together on AC so TM can submit for the CARES act. JF to conduct thermal scans for various buildings. 10/5 New toilets, automatic soap dispensers and automatic faucets to be implemented. AC approved by TC at September meeting
- 18. Water Utility Master Plan: TC approved master plan for water utilities for entire TOW. 10/18 TM to issue RFQ for water master plan (entire Town). TM spoke with Wade-Trim on structure of RFQ. WT to meet with Orange County Utilities (OCU) regarding what OCU will need for RFQ. RFQ to be issued today on Town Website and DemandStar. Wade-Trim, KHA and CPH are the three consultants short listed for study. SB, JF and MG to review their proposals and select consultant for study. Oral presentations conducted on 3/17/19 (Wade-Trim, KHA). Consultant selection pending. Selection of consultant will be on TC agenda for approval. SB to issue ranking of consultants. Scheduled for April TC meeting. Awarded to Wade-Trim at April 9th TC meeting. WT to schedule kick-off meeting (SB, JF, MG to attend). Tentative schedule of 12-months to complete study. TM to consider lobbyist (2020-2021 FY, approximately \$60,000 for lobbyist) to assist in securing funding for

implementing plan. June Technical Advisory Committee (TAC) meeting for project. Awaiting follow up schedule from Wade-Trim. TAC meeting with Wade-Trim (meeting in July). Presentation at September TC meeting. Web conference call between WT, Town and OC Utilities to be scheduled by SB regarding the water utility master plan on September 19th. Additional workshop with TC on September 23rd to be conducted to provide update and information on project status. October 22nd TC workshop with Wade-Trim to provide status of project. Scheduled for completion in March 2020. Presentation was completed on 10/20. OCU to provide flow information. Scheduled completion in March 2020. Ongoing. Coordinating with Orange County Utilities. WT requesting meter readings on hydrants for more accurate data. WT to provide update on coordination with Orange Count. Confirm some flows and reevaluate fire hydrants (Orange County). 2/3 Final flows and calculations have been completed. JF and SB meeting with WT to review drawings and design. Preliminary plans sent to Angie Brewer to review for possible funding sources. Goal to have TAC meeting mid-March with outcome moving toward TC in April. TC workshop in March. Final TAC meeting on 3/10 at 2pm. Workshop pending. Monitoring infrastructure package to see if funding is available. MG to coordinate with SB on 2nd Avenue water main improvements (6") WT to provide status update to TC regarding water main improvements. Awaiting final report. Presentation by W-T at last TC meeting. MG to coordinate on W. 2nd Avenue. Discussion on funding opportunities. Follow up meeting with OCU to discuss plan. Discussion on funding and verification of low rates. MG to coordinate with Mike Demko, WT, regarding water main design along West Second Avenue. Finalized plan submitted to TC on 9/8/20. Looking for funding opportunities for all phases. 10/5 MG to coordinate with WT on 2nd Avenue water main improvements. Look at funding sources.

19. Cut-Through traffic: Town Council approved KHA to do study on cut thru traffic and determine where traffic originates. 10/18 Town Council Workshop on 10/30 Schedule follow-up meeting with KHA. KHA to conduct TC Workshop scheduled on 1/22/19. Includes evaluation of continuous right turn southbound from Main Street to Chase Road. Await recommendations. Presentation by KHA at February TC meeting Tuesday night. Work with OC on county level on Windermere Road/Main Street roundabout and Main Street northbound to Chase Road with exclusive right-turn lane to relieve traffic congestion. Brought to TC Tuesday night. Police to continue with 90-day study - compile data and further evaluate with KHA study. TM asked Brad Cornelius for an urban planning study - possibly RFQ. Workshop in May, included in budget analysis by TM. Workshop planned this month. CS - Update from PD. Number of travel counts received from KHA. Data evaluated and will be discussed again at July TC meeting. TM had meeting for ideas for cut-thru traffic. TM has meeting with County Administrator. To be discussed at September 23rd TC workshop. LRP took no action on cut-thru IPO's. Work on cut-thru traffic plan for Ridgewood Drive. LRP will look at Oakdale Street improvements. TM to schedule workshop for LRP recommendation for SE Quadrant. LRP made second recommendation for SE quadrant and Ridgewood Drive. No right turns on Ridgewood Drive and Lee Street (at certain times). LRP recommending to table the Ridgewood Drive one-way ordinance indefinitely and move forward with requesting revised traffic engineering study for time limitation no right-turn only on 6th Avenue at Ridgewood Drive and Lee Street. SE quadrant discussion at a later date depending on effectiveness of no-right turn signage at Ridgewood Drive and Lee Street. MW to review plan before 12/18 TC meeting. OC has requested projects from the Town. 2/3 TM working with Winter Garden, Ocoee and Oakland: West Orange Transportation Alliance (WOTA). TM worked with staff and KHA and submitted projects list to Ocoee and will submit to OC on 2/4. TM meeting with OC Staff about 1 cent sales tax. WOTA to meet on Friday. TM to update TC on Feb 11. New no right turns signs at six locations and speed humps have been installed on Ridgewood. CS suggested that flags be temporarily placed on new signs, a temporary info board from PD could be used, and to put down traffic counters. SB will get with PD on these items. KHA to look at providing past traffic counts. There was a discussion on how to get this information reported to Waze and Google Maps. Monitor right-turn issues. TM asking OC on 6th Avenue and Chase Road round-about road improvements. Conversations ongoing. 10/5 Ongoing.

20. Park Ave Stormwater Project: TOW received complaints about standing water and flooding on south Park Ave across from School. Town put on notice of possible legal action. KHA, PW, and Staff working on solutions. 10/18: SB met with KHA to review and provide answers. MG and JF to review with SB (possible French Drain system). TM to approve KHA IPO for Design and Survey. Project 1 on list of CIP projects for FY 18/19 KHA (Mike Woodward) to proceed on design for project. SB and JF reviewed KHA plans and provide comments. Once completed, TC will issue project for bid. Notifications to be done by JF and SB for residents to be affected by construction. Coordinating with Orange County Utilities. OCU (Christina Crosby) has approved scope and fee for the relocation of their utility relocation as part of the drainage improvements. KHA to conduct design for utility relocation. Target Bid in April, construction in June. 90% design complete. OCU water main to be relocated. OCU will work with KHA to design relocate within the prescribed Town timeline. SB to upload the bid set plans on DemandStar and Town website. OCU has hired KHA for water main relocation improvements. Need agreement between Town and OCU on reimbursement for water main labor and materials for project. No bids received. SB to look at options for constructing the project. Quote received from Barracuda (lowest quote received). HC to request qualifications. Additional quotes received and to be evaluated. Project to be presented to August TC. HC to discuss with contractor lane closures. On TC agenda for approval. Contract with OCU to be signed by TC. Barracuda to initiate construction on October 1st, 2019. Shop drawings reviewed by KHA and approved 10/4. AT&T permit review completed on 10/3. Contractor to start construction on 11/06. 60% of sidewalk demolished, water DIP exposed to determine size of tapping sleeve. Dog house structure shop drawing approved by KHA for installation by Barracuda. Project delayed by OC. Barracuda to request a change order for the bonding of the entire project. Original was to bond only for the utility improvements (per Orange County Utilities). 2/3 Project moving forward, slow progress, as expected, due to conflicts with existing underground utilities and water taps. Bacterial testing scheduled for this week. Positive outcome will result in moving forward with removal of existing conflicting water line and begin stormwater system. Ongoing. Contractor submitted changed order for restraining existing 12" water line. KHA has forward this change order for OCU review/approval. Contractor will be laying storm pipes on evening/night shifts. Bacteriological tests completed and FDEP clearances submitted to OCU for signature (Christina Crosby). Once received and approved by FDEP, water main will be operational. Expecting to complete stormwater by the next 2 weeks. Includes removal of existing water main. Clearances approved by FDEP. Remove old water mains and proceed with completion of stormwater improvements. Revised storm box by Barracuda. Asset Management spreadsheet submitted to OC and approved by OC. To be completed by JF and HC by July 20th! Striping completed, As-Builts to be completed. KHA to prepare RECORD DRAWINGS utilizing as-built information, which will be archived and submitted to the

Town. Completed on July 17th. Final walk through conducted by SB and HC. HC coordinating with OC on reimbursement to the Town. Completed. CC approved Record Drawings. HC to follow up on reimbursement from the County (\$237K). 10/5 HC contacted OC on reimbursement – to be per agreement.

- 21. Sidewalk improvements/repairs (maintenance budget) outside of multi-modal project: 10/18: TC at approved budget. PW to inventory sidewalks and prioritize for repairs. SB to inventory after first of the New Year. Await till February for inventory, work to be done after school is out for summer. No change. SB to inventory existing sidewalks, which will establish the funding needs to improve sidewalks. SB met with sidewalk contractor on project in front of Johnson Park. Contractor to begin sidewalk improvements on Summit and Highland. SB working on sidewalk list. Work in the Manors, Priorities to be established by next month. Sidewalk Repair Inventory prepared and completed by JF/SB. Based on sidewalks that need corrective action to be compliant with ADA. Survey presented in 8 sections with linear footage for each section for sidewalk repair/improvement. Planned for 2-year capital improvement plan. TM to update CIP based on JF inventory. Awaiting QES update on pavement management plan. SB - met with contractor. Manors will be first location to be addressed then Park Avenue. SB and JF to work on prioritization in developing a sidewalk CIP. CS requested a written CIP for each sidewalk improvement project in order to appraise citizens of project status. SB and JF completed priority map. SB & JF to provide CIP with year and cost. SB has a CIP for review of projected costs over a 5-year period (CIP attached to these minutes). Currently working in the Manors with approximately 75% complete of root-damaged sidewalks and other sidewalks in disrepair (i.e., trip hazards, cracking, etc.). Contractor working at Manors on repairs, removing cracked panels and trip hazards. 2/3 Manors repairs completed, as well as portions on north side of Park Avenue between the Manors and Marquises Court. No new updates. Budgeted money spent for FY. Last project completed for Town Hall. TM needs second year estimated CIP costs of sidewalk improvements. Awaiting budget for sidewalk improvement for next fiscal year. 10/5 Waiting on budget approval for next FY. 6th Avenue is priority project. Projects to be advertised for procurement of construction contracts.
- 22. Bessie Street Stormwater Improvements: #2 priority Stormwater improvements. Continuous maintenance issues and flooding. 10/18: MG to provide scopes. SB provide scopes to TM. On Hold. Awaiting HMGP application review. IPO to be presented at August TC. To be on August 27th special meeting agenda. TC provided direction to revise IPO scope for September 10th agenda. TM to review revised IPO from KHA. KH to contact OC representative responsible for lake water quality testing. KH to provide responses to IPO comments. Awaiting to complete responses to resident concerns by KHA. TM to review revised. 2/3 IPO revised as requested and moving forward. IPO has been approved. SB and KHA to have kickoff meeting in March. IPO approved by TC. Kickoff meeting conducted between SB and KHA. Design survey and geotechnical services underway. 4/22 field review by KHA. Surveyor to complete this week and move on to Butler Street. KHA received topographic survey. HC working with SB on typical sections. End of June, preliminary concepts to the Town (SB, TM, CS). HC to schedule meeting. Preliminary concept plans to be presented by KHA fat scheduled meeting or review and approval before moving to final design. HC coordinating with SB on concept plan. HC to prepare quarterly report. Concept plan ready next week. Community outreach to be conducted in October. 10/5: Discussions to continue to TC on October 13th

- 23. Butler Street Stormwater Improvements: #3 **Priority** on Stormwater improvements: Continuous maintenance issues and flooding. 10/18: MG to provide scopes. SB provide scopes to TM. On Hold. Awaiting HMGP application review. IPO to be presented at August TC. To be on August 27th special meeting agenda. TC provided direction to revise IPO scope for September 10th agenda. TM to review revised IPO from KHA. KH to contact OC representative responsible for lake water quality testing. KH to provide responses to IPO comments. Awaiting to complete responses to resident concerns by KHA. Awaiting to complete responses to resident concerns by KHA. 2/3 IPO revised as requested and moving forward. IPO has been approved. SB and KHA to have kickoff meeting in March. IPO approved by TC. Kickoff meeting conducted between SB and KHA. Design survey and geotechnical services underway. Wetlands delineated in Fernwood Park. Design survey to be completed this week and field reviews by KHA forthcoming. KHA received topographic survey. HC working with SB on typical sections. End of June, preliminary concepts to the Town (SB, TM, CS). HC to schedule meeting. Preliminary concept plans to be presented by KHA fat scheduled meeting or review and approval before moving to final design. MG to forward HC quarterly reports to be prepared by KHA for the project (HMGP Project # 4337-449-R), Project has been selected for HMGP funding under Hurricane Irma. Concept plan in final review by SB and TM. Concept plan done. Community virtual outreach on 9/16/20 at 6:00 pm. 10/5 Discussions to continue to TC on October 13th
- 24. Windermere Pavilion: JF coordinating with DBC on site plan. Received two proposals for outdoor pavilion preliminary design (site plan and concept drawing). Presented to TC at April meeting. Meeting on Thursday. JF to follow up with Hunton-Brady. Review rough draft of rendering. Subcommittee revisions to concept plan provided by HB. Meeting scheduled for review on 9/11 at 10:00 am. Hunt-Brady to complete final plan and renderings. JF received updated version of renderings and will distribute to committee. JF awaiting on sketch of interpretation of drop-down roof version of rendering. Providing comments to H-B to complete final plan. One minor comment on the pavilion elevation, addressed by H-B. Expected cost to be between \$400K and \$500K. 2/3 To be run through LRP prior to TC meeting. TC/CS to provide direction moving forward. Received preliminary plans, TC wants to go through DRB and conduct a workshop. CS has been coordinating with BC at Wade-Trim for their review. JF to send information to CS. CS to schedule with TM to discuss pavilion status. Workshop to be scheduled for May 19th. JF sent package to CS. DRB approved preliminary plans. Next step is to present to TC in early August meeting (budget meeting). Discussion on funding options and opportunities. Concept approval. Awaiting funding opportunities from Rotary. Rotary trying to come up with funding plan. 10/5 **Nothing New**
- 25. <u>Dirt Main (Rose Property)</u>: Road water not flowing. Stormwater solutions pending (contingent on railroad right-of-way property swap). PW to address. Possible use of Townowned property north of 10th Avenue for stormwater use. On-going. Ongoing. HC submitted proposal to TM and SB for improvements to Dirt Main. SB will work with HC to review possible drainage/road realignment design. HC, CG and SB met on site. Ideas on realigning dirt road. HC to provide scope and fee for engineering services to counter problems. Concerns by residents on stormwater runoff in the area. 10/5 HC to send scope and fee to SB.

- 26. Pavement Management Plan: SB working with four (4) professional engineering companies to develop a scope of work and costing for the Town's PMP. The survey/study will evaluate the existing roadway system conditions and provide future recommendations for paving and longevity. SB received no response. Received proposal from QES on budget (\$60,000). On hold for this FY. RFQ slated for next FY (original PMP prepared by QES). SB working on RFQ pending. SB working on RFQ next FY. 10/5 Selection committee to be determined.
- 27. RFQ for Tree Board: Master services agreement to be prepared by SB. Waiting for input from TB. SB completed RFQ. Awaiting input from TB. No response from TB. TB focusing on Arbor Day. Update to be provided at next TB meeting. 10/5 SB had discussions with TB. MW to provide scope and fee proposal. TM to coordinate with TB on scheduling for Arbor Day.
- 28. Highland Avenue drainage SB to provide updates. No changes. 10/5 Completed
- 29. Paving of Dirt Main IPO signed by TM. 10/5 Survey scheduled this week.
- 30. Pedestrian Bridge IPO approved by TC 9/8/20. 10/5 Survey underway. Elevations to be established.
- 31. Bayshore Drive 10/5 Maintenance Issues. MG to prepare conceptual fix to washout of swale pursuant to meeting with SB and JF onsite. MG to contact SFWMD regarding compliance with previously issued Exemption Request.

Acronyms

ADG: Architect Design Group BC: Brad Cornelius, Wade-Trim CIP: Capital Improvement Project

CE: Code Enforcement

CS: Chris Sapp, Town Council Liaison CP: Claudia Purser, Florida DEM DAC: Direct Administrative Cost DBC: Downtown Business Committee

DEM: Division of Emergency Management (State of Florida)

DG: Douglas Galvan, Florida DEM

DH: David Hansen, Orange County Environmental Protection Division (EPD)

EPA: Environmental Protection Agency (Federal)

FEMA: Federal Emergency Management Agency (Federal)

FDEP: Florida Department of Environmental Protection (State of Florida)

FDOT: Florida Department of Transportation (State of Florida)

FRDAP: Florida Recreation Development Assistance Program (FDEP)

H-B: Hunton-Brady Architects.

HC: Hao Chau (Kimley-Horn and Associates)

HJH: HJ High

HR: Heather Ramos (Gray-Robinson)

HMGP: Hazard Mitigation Grant Program (FEMA/Florida DEM)

IDG: Innovative Design Group

JF: John Fitzgibbon, Town of Windermere

KHA: Kimley-Horn and Associates LA: Liz Ardent, Town Council Member

LAS: Legacy Arborist Services

LMS: Local Mitigation Strategy (Orange County Office of Emergency Management)

MG: Mike Galura (Michael Galura Engineering Consultants)

MPO: Metropolitan Planning Organization

MW: Mike Woodward (Kimley-Horn and Associates)

MS4: Municipal Separate Storm Sewer System (USEPA acronym)

NOI: Notice of Intent

NPDES: National Pollutant Discharge Elimination System (EPA/FDEP)

NW: Nora White, Town of Windermere

PA: Public Assistance PD: Police Department

PMP: Pavement Management Plan PW: Public Works Department PDCS: Town Permitting Consultant RFP: Request for Proposals

RFQ: Request for Proposals

RFQ: Request for Qualifications

RR: Railroad ROW: Right-of-Way

SB: Scott Brown, Town of Windermere

SFWMD: South Florida Water Management District

STAR: State Annual Reporting (DEP)

SW: Stormwater

TAC: Transportation Advisory Committee.

TB: Tree Board
TC: Town Council

TM: Town Manager (Robert Smith)

TOW: Town of Windermere

WBC – Windermere Baptist Church WW&D – Windermere Wine & Dine

WT - Wade-Trim