

THE TOWN OF
Windermere



LONG RANGE PLANNING COMMITTEE

Chair: Roger Gatlin

Vice Chair: John Fitzgibbon

Secretary/Treasurer: George

Dubois

George Roat

Lloyd Woosley

Frank Krens

Gregg Anderson

Council Liaison: Tom Stroup

Agenda

Agenda

May 25, 2023

6:00 PM

TOWN HALL

520 MAIN STREET

WINDERMERE, FL 34786

PLEASE TURN OFF ALL CELL PHONES AND PAGERS

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceedings should contact the Office of the 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 Long Range Planning Committee:

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

1. THE MEETING IS CALLED TO ORDER BY THE CHAIR

2. OPEN FORUM / PUBLIC COMMENT (3-Minute Limit)

3. NEW BUSINESS

a. Minutes

i. Long Range Planning Committee Meeting Minutes - January 26, 2023
(Attachment - Board Option)

b. Other Items for Consideration

i. Chapter 1 "Future Land Use Element" of Comprehensive Plan (Attachment)

4. ADJOURN

TOWN OF WINDERMERE

Long Range Planning Committee Meeting Minutes

January 26, 2023

Present were Chair Roger Gatlin, Members Gregg Anderson, George DuBois, John Fitzgibbon, Frank Krens, George Roat, and Lloyd Woosley. Town Council Liaison Molly Rose was absent.

Chair Gatlin called the meeting to order at 6:00pm.

1. OPEN FORUM/PUBLIC COMMENTS:

There were no public speakers.

2. NEW BUSINESS:

a. MINUTES:

- i. May 19, 2022 Meeting Minutes

Member Anderson made a motion to approve the minutes. Member Krens seconded the motion. All were in favor.

b. PROJECTS UPDATE:

- i. Member Fitzgibbon gave an update on ongoing Town projects.

c. HEALTHY WEST ORANGE PAVILION:

i. Members toured the site of the proposed pavilion and were given an overview by Member Fitzgibbon.

ii. Member Roat made a motion to reiterate the Committee's previous recommendation of the endorsement of the Healthy West Orange Pavilion and in addition recommended the elimination of the basketball bump out and relocation of the existing sidewalk along the basketball court to increase open green space. Member Woosley seconded the motion. Roll call vote was as follows: Roat -aye, Gatlin - aye, Woosley - aye, DuBois - aye, Fitzgibbon - abstain (pavilion project manager), Anderson - abstain (Rotary member), Krens - abstain (Rotary member). Motion carried 4-0.

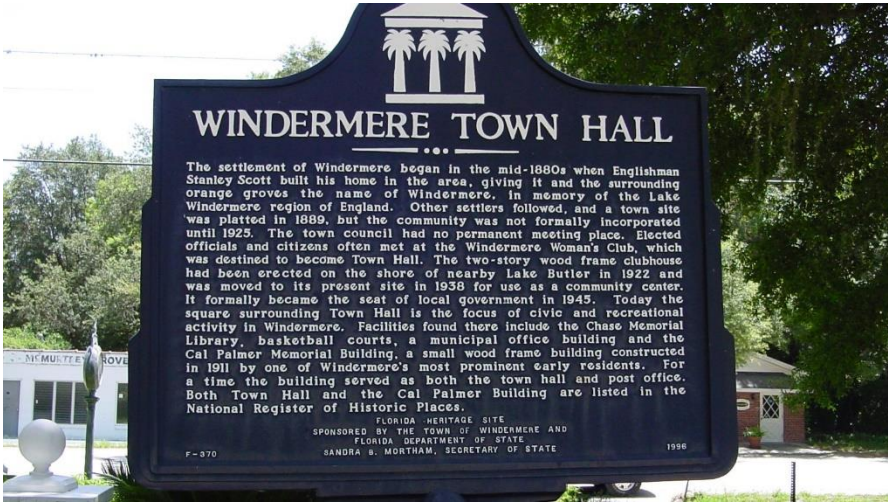
4. ADJOURN:

Member Anderson made a motion to adjourn. Member Fitzgibbon seconded the motion. All were in favor.

The meeting adjourned at 7:09 pm.

George DuBois, Committee Secretary

Roger Gatlin, Committee Chair



Town of Windermere Comprehensive Plan

Volume 1: Goals, Objectives, & Policies

First Reading: September 11, 2018 & Adoption: October 9, 2018

Ordinance 2018-01

Town of Windermere
Comprehensive Plan
Goals, Objectives, and Policies

Adopted

Prepared for:



Town Staff

Robert Smith, Town
Manager
Dorothy Burkhalter, Town
Clerk
Nora White, Finance
Director
Scott Brown, Public Works
Director
Dave Ogden, Police Chief

Town Council

Gary Bruhn, Mayor
Andy Williams, Council
Member
Chris Sapp, Council
Member
Richard Montgomery,
Council Member
Bob McKinley, Council
Member
Jim O'Brien, Council
Member

**Development Review
Board**

Timothy Balding
Frank Chase
Jennifer Roper
Norma Sutton
Stephen Withers
Molly Rose
Peter Fleck

With the assistance of:



One Tampa Center
201 North Franklin Street, Suite 1350, Tampa, FL 33602
Phone: 813.882.4373
www.wadetrim.com

Table of Contents

Chapter 1- Future Land Use Element

Chapter 2- Transportation Element

Chapter 3- Housing Element

Chapter 4- Infrastructure Element

Chapter 5- Conservation Element

Chapter 6- Recreation and Open Space Element

Chapter 7- Intergovernmental Coordination Element

Chapter 8- Capital Improvements Element

Chapter 9- Public Schools Element

Chapter 10- Appendix

**TOWN OF WINDERMERE
COMPREHENSIVE PLAN
GOALS, OBJECTIVES, POLICIES**

CHAPTER 1

FUTURE LAND USE ELEMENT

FUTURE LAND USE GOALS, OBJECTIVES AND POLICIES

GOAL 1: Retention of the quaint distinctive residential character of the Town by promotion of safe, high quality residential development and a low level commercial activity, while preserving the natural features of the area and minimizing threats to the citizens caused by hazards, nuisances, incompatible land uses or environmental degradation while providing a sense of place and history.

NOTE: MEASURABILITY OF THE OBJECTIVES WITHIN THIS *ELEMENT* SHALL BE BY THE IMPLEMENTATION OF THE POLICIES WITHIN EACH OBJECTIVE OF THE *ELEMENT*.

OBJECTIVE 1.1: *Level of Service.* The Town shall require that facilities and services to maintain established levels of service standards are available concurrent with the impact of development.

POLICY 1.1.1: The Town shall continue to implement its Concurrency Management System.

POLICY 1.1.2: All development orders and permits for future development and redevelopment activities shall be issued in accordance with the Town's Land Development Regulations.

OBJECTIVE 1.2: *Soil Conditions and Topography.* The Town shall require that soil conditions, topography, and availability of facilities and services are coordinated with land uses.

POLICY 1.2.1: The Town shall continue through the Land Development Regulations, to require that sound engineering practices are required with respect to the topography and soil conditions, prior to the approval of development activities within the Town.

POLICY 1.2.2: The developer/owner of any site shall be responsible for the on-site management of runoff in a manner so that post-development runoff rates, volumes and pollutant loads do not exceed pre-development conditions.

POLICY 1.2.3: Extraction of natural resources shall not be permitted.

OBJECTIVE 1.3: *Blighted Areas.* Blighted areas, should they occur, shall be redeveloped

POLICY 1.3.1: The Town shall monitor through the Code Enforcement process areas of the Town to determine if blighted areas are occurring.

POLICY 1.3.2: The Town shall require all land owners to prevent deterioration of their properties so as to preclude blighted areas and enhance the value of their property.

POLICY 1.3.3: The Town shall make use of its Code Enforcement staff and the Special Magistrate to require needed improvements to blighted properties within the Town.

OBJECTIVE 1.4: *Urban Sprawl.* Urban sprawl, scattered, untimely poorly planned development and uses inconsistent with the character of the Town shall be prohibited, eliminated or reduced so as to preserve and enhance the quality of life in the Town and nearby areas. This objective shall be measurable by implementing the following policies as well as those in the other *Elements* of this *Plan*.

POLICY 1.4.1: Future development and redevelopment activities shall be directed in appropriate areas as depicted on the *Future Land Use Map*, consistent with sound planning principles, minimal natural limitations, prevention of urban sprawl, the *Goals, Objectives and Policies* contained within this *Comprehensive Plan* and in a harmonious pattern to take full benefits of the natural environment and to enhance the character of the Town.

- POLICY 1.4.2:** The Town Council shall require that zoning and/or other land use decisions are consistent with the uses envisioned on the *Future Land Use Map* and with the Town's Land Development Code.
- POLICY 1.4.3:** The Town Council shall require that all persons responsible for enforcement of development/redevelopment and/or other land use regulations are adequately trained and are knowledgeable in the need for such regulations.
- POLICY 1.4.4:** The Town shall continue to enforce existing requirements for site plan review in order to require that all new development makes adequate provision for conservation, protection of water resources, drainage, storm water management, open space, parking and safe convenient on-site traffic flow.
- POLICY 1.4.5:** The Town shall continue to enforce the standards in the Land Development Regulations regarding the size, height, and bulk of adjoining properties to adequately protect surrounding properties from incompatible and inconsistent land uses.
- POLICY 1.4.6:** The Town shall forbid spot zoning and strip zoning.
- POLICY 1.4.7** The Town shall continue to require amendments and variance requests to be reviewed to ensure that such requests are consistent and compatible with the surrounding area. These requests shall not encourage further requests for changes into areas where such would not be deemed appropriate.
- POLICY 1.4.8:** The Town shall continue to enforce its Land Development Regulations so that the following provisions are implemented:
- (a) Regulate the subdivision of land;
 - (b) Regulate the use of land and water for those land use categories included in the *Future Land Use Element* and

- ensure the compatibility of adjacent uses and provide for open space;
- (c) Provide for protection of potable water well field;
 - (d) Regulate areas subject to seasonal and periodic flooding and provide for drainage and storm water management;
 - (e) Ensure the protection of environmentally sensitive lands as outlined in the *Comprehensive Plan*;
 - (f) Regulate signage;
 - (g) Provide that public facilities and services meet or exceed the standards established in the *Capital Improvements Element* required by s. 163.3177 and are available when needed for the development, or that development orders and permits are conditioned on the availability of these public facilities and services necessary to serve the proposed development; and
 - (h) Ensure safe and convenient onsite traffic flow, considering needed vehicle parking.

POLICY 1.4.9: The Town shall continue to require that redevelopment and renovation activities remain in harmony with surrounding residential properties. The Town shall use the Florida Building Code in effect at the time of permitting for construction standards on redevelopment and renovation activities.

POLICY 1.4.10: Existing land uses which are incompatible or inconsistent with the *Future Land Use Plan* shall not be increased by the Town and shall be eliminated as redevelopment occurs to the extent feasible.

POLICY 1.4.11: The Town shall coordinate with appropriate nearby governments and others to maximize input by all parties into the development review process and to mitigate potential adverse impacts of future development activity in adjacent areas and coordination with their *Future Land Use Maps*.

POLICY 1.4.12: The conversion of residential properties to office and commercial uses along Main Street shall not be approved in order to maintain the character of the downtown area.

- POLICY 1.4.13:** The Town shall consider incentives for developing land in a way that maximizes the use of existing public facilities and enhances the quality of life in the Town.
- POLICY 1.4.14:** The Town shall continue to ensure that urban sprawl is discouraged by enforcing its Land Development Regulations with regards to conservation, resource protection, land use, housing, and capital funding .
- POLICY 1.4.15:** The Town shall maintain the *Future Land Use Map* to ensure that lands appropriate for and planned for urban land uses and those scheduled for the provision of public facilities and services are provided on the *Future Land Use Map*.
- POLICY 1.4. 16:** The urban service area is the same as the incorporated Town limits.
- POLICY 1.4. 17:** Public elementary schools are a permitted use in any land use category except Conservation.
- POLICY 1.4.18:** Public middle and high schools are a permitted use in the PUD/Mixed Use Land Use Category.
- POLICY 1.4. 19:** Where additional lands are considered for annexation into the Town, consideration shall be given to the provision of adequate sites for public schools required by the Orange County School Board.
- POLICY 1.4. 20:** To the extent possible, schools should be collocated with public facilities such as parks, libraries, and community centers.
- POLICY 1.4. 21:** A Town Center District is hereby implemented as shown on the *Town Center District Map*. The permitted land uses include the following:

1. Business and Professional Office;
2. Government Offices and related ancillary uses;
3. Bank and Financial institutions;
4. Churches and related ancillary uses;
5. Personal Services such as barber/beauty, personal training, spa, salons, pottery shops, art/painting galleries or studios, dance studios, etc.;
6. Restaurants and bakeries (drive through window services and fast food restaurants are prohibited);
7. Light retail uses such as bicycle shop, hardware (no outdoor storage), home décor, florist, clothing, specialty fashion, jewelers, bookstores, house hold goods and services, antiques, pharmacies, (drive through window services prohibited), and Segway/electrical vehicle shops, etc.;
8. Storm water retention/detention areas and landscaping permitted within restricted buffer areas shown on the *Town Center District Map*. Dimensions of the buffer area will be determined during the development of the design standards prescribed in Policy 1.4.22 ; and
9. Residential

POLICY 1.4. 22: The Town shall use the Town Center PUD Zoning District to implement the Town Vision Plan and all development activities which occur within the defined area. All development shall be subject to further design and development standards adopted by the Town as part of this Zoning District.

OBJECTIVE 1.5: *Preservation and Protection of the Natural Environment.* The Town shall require the preservation and protection of the natural environment through use of its Land Development Regulations and this objective shall be measurable by implementing the following policies.

POLICY 1.5.1: The Town shall continue to enforce its storm water management ordinance in order to preserve and protect natural features and prevent discharge into local lakes of any runoff from streets, roads and lakefront lots. .

POLICY 1.5.2: The Town shall require that new development is not permitted within the 100-year Flood Hazard Area, unless proper compensatory storage is provided, and any County or State regulations are complied with, and that the *Flood Hazard Ordinance* is kept current.

POLICY 1.5.3: The Town shall continue to minimize the removal of protected trees by enforcing its *Tree Preservation Ordinance*.

POLICY 1.5.4: The Town shall use the guidelines and standards established in its *Landscape Ordinance* to:

- preserve and expand the natural resources of the Town;
- identify landscape buffer zones in between parcels and land uses;
- enforce tree planting requirements; and
- identify the type and nature of landscaping; such as Florida-Friendly landscaping for new development or redevelopment projects.

POLICY 1.5.5: The Town shall utilize its PUD *Ordinance* rather than conventional zoning ordinances in all new subdivisions on 2 acres or greater in size, to provide better control and preserve open spaces, provide parking, control traffic flow and preserve natural resources, environmentally sensitive land and water recharge areas.

POLICY 1.5.6: Consistent with Orange County Health Department permitting, Septic tanks and other individual wastewater treatment systems shall not be used in areas deemed environmentally unsuitable for their proper and continual function.

POLICY 1.5.7 : The Town shall continue to protect potable water wellheads by maintaining the Cone of Influence (zone of exclusion, where no development activity is permitted). The Town's zone of protection shall prohibit the following uses:

1. landfills;
2. facilities for the bulk storage, handling or processing of materials on the Florida Substance List;
3. activities that require the storage, use or transportation of restricted substances, agricultural chemicals, petroleum products, hazardous toxic waste, medical waste, etc;
4. feedlots or other commercial animal facilities;
5. wastewater treatment plants, percolation ponds, and similar facilities;
6. mines; and
7. excavation of waterways or drainage facilities which intersect the water table. Should Orange County or South Florida Water District enact other or additional regulations.

The Cone of Influence shall have a 300' radius and the protection zone a 600' radius.

POLICY 1.5.8 : The Town shall coordinate with Orange County and other applicable governmental agencies to enact specific education, monitoring, and enforcement programs regarding lake protection measures for all lakes within and surrounding Windermere.

OBJECTIVE 1.6: *Properties with Historical Value.* The Town shall require the preservation of properties with historical value or interest to the Town as outlined in the *Housing Element*.

POLICY 1.6.1: The Town shall continue to assist the Historic Preservation Board in its efforts to provide public information, education and technical assistance relating to archaeological sites and historic preservation programs and to assist in preparation of any needed regulations.

POLICY 1.6.2: Historically significant structures, when identified, shall be protected and the owners encouraged in taking steps to preserve the property.

POLICY 1.6.3: The Town shall assist property owners of historically significant property in applying for and utilizing state and federal assistance programs.

POLICY 1.6.4: The Town shall use the *Florida Master Site File* as a resource to identify archeological resources and historically significant structures.

OBJECTIVE 1.7: *Utility Facilities.* The Town shall require the availability of suitable land for utility facilities needed to support new developments.

POLICY 1.7.1: Utility facilities shall continue to be permitted in all zoning classifications established in the Town’s Land Development Regulations. These facilities shall be designated in areas consistent with and compatible to surrounding land uses with appropriate restrictions to protect adjacent land owners.

POLICY 1.7.2: The Town shall require, prior to approval of a building permit and/or development order, that the locally established “Level of Service of Standards” are being met or that facility improvements will be available concurrently with the impact of new construction or development such that level of service standards are maintained

POLICY 1.7.3: The Town shall coordinate with Orange County as the provider of potable water and sanitary sewer services, on the future needs of the Town with regards to these utilities.

OBJECTIVE 1.8: *Innovative Land Development Regulations.* Future growth and development shall be managed through the preparation, adoption, implementation and enforcement of innovative land development regulations.

POLICY 1.8.1: The Town shall continue to use its *Planned Unit Development (PUD) Ordinance* to promote flexible zoning practices and to include mixed use zoning where the adequate infrastructure such as central sewer and water are available.

POLICY 1.8. 2: The Town shall biannually review its Land Development Regulations to ensure that they are consistent with the *Comprehensive Plan* and changes in the community and that they reflect, to the extent possible, improvements in methods and practices in the regulation of land uses.

POLICY 1.8. 3: The Town shall continue to involve the police department in review of subdivision or commercial/office preliminary plans to enhance public safety through identification of crime prevention design strategies and improvement of traffic flow.

POLICY 1.8. 4: Prior to annexation or creation of a new development, the owner(s), or developer(s) shall investigate and certify to the Town in writing that:

- the plan is consistent with the Town’s *Future Land Use Element*;
- no surface water or groundwater contamination exists;
- no underground storage tanks are present or are disclosed;
- no point or non-point sources of water pollution exist or are disclosed; and
- all wetlands, floodplain, conservation area, ecological or environmentally sensitive areas, wildlife habitats, and protected wildlife are identified and disclosed.

POLICY 1.8. 5: The Town shall establish, adopt and implement density and intensity standards for all future land uses, as applicable, and as indicated on the *Future Land Use Map* and the adopted Town *Zoning Map*.

Density and intensity standards for land uses in Windermere are featured below in Table 1.1.

TABLE 1.1: FUTURE LAND USE AND DENSITY

Land Use Category	Maximum Potential Gross Density/Intensity*
Agriculture	1 dwelling unit per lot platted or created by record prior to the adoption of this comprehensive plan or 1 dwelling unit per 10 acres on other lands
Commercial	Maximum floor area ratio (FAR) of 0.60; impervious surface ratio (ISR) of 0.80
Conservation	No development except dock walkways that meet the minimum required footage under the Florida Accessibility Code is permitted.
Public Use	Maximum FAR for governmental use 1.0, for institutional use 0.75, and for public service use 0.50 ; ISR of 0.80
Recreation	No building is permitted except equipment storage and restrooms, picnic pavilions, or other recreation facilities ; A maximum ISR of 0.25
Residential	Maximum density of 1 dwelling unit per acre or for waterfront lots or 1 dwelling unit per 0.75 acres for interior lots or 1 dwelling unit per lot platted or created by record prior to the adoption of this comprehensive plan
PUD/Mixed Uses	<p>All uses with the exception of agriculture. This land use is only allowed on lands in the Town Center District. Maximum building height is 35 feet. The following represent the maximum percentage of the use with regard to the total building square footage in the PUD/Mixed Uses land use category:</p> <ul style="list-style-type: none"> • Restaurants 30% • Retail 30% • Medical office 20% • General office 50% • Residential 30% • Public Use/Churches 30% • Recreation 30%
PUD/Residential	Maximum total density of 1 dwelling unit per 0.5 acre. All lakefront lots shall be a minimum of 1 acre in size and shall only be developed with 1 dwelling unit per lot.

Note: *The maximum densities and intensities are not guaranteed. The actual densities or intensities of development may be less than shown in the table based on further regulation by the Land Development Code and site conditions.

First Reading: September 11, 2018
 Adoption: October 9, 2018
 Ordinance No. 2018-01

OBJECTIVE 1.9: *Maintaining Future Land Use Map.* The Town shall exercise control over land use by maintaining its *Future Land Use Map* and *Town Center District Map*.

POLICY 1.9.1: The Town shall maintain unified Land Development Regulations that will regulate:

- all land uses shown on the *Future Land Use Map*;
- all land uses shown on the *Town Center District Map*;
- the subdivision of land;
- the location, size, and height of signage;
- areas subject to periodic flooding; and
- the type of land use based on the suitability for the topography, soils condition, and availability of public services and facilities .

OBJECTIVE 1.10: *Annexations.* The Town shall continue to maintain the Town's character and quality of life standards when annexing neighboring lands.

POLICY 1.10.1: The Town shall discourage urban sprawl when annexing properties and ensure that the public services and facilities will be readily available prior to annexation consistent with the Town's Concurrency standards.

POLICY 1.10.2: The Town shall continue to consider annexation of neighboring residential communities to promote responsible urban growth, safeguard natural resources, and to expand the Town's economic base.

POLICY 1.10.3: The Town shall continue to consider annexation of the vacant 43± acres located adjacent to the eastern Town limits at the intersection of Conroy Windermere Road and Apopka Vineland Road to ensure that:

- the scale, intensity, and type of any proposed development is compatible and consistent with the Town’s existing land uses and Land Development Regulations;
- the Town promotes responsible urban growth;
- the Town safeguards natural resources; and
- the Town create opportunities to expand the Town’s economic base.

POLICY 1.10.4: The Town shall use annexation and subsequent land use petition processing as a guide to the location, timing and character of development on the Town’s edge to ensure that:

- the scale, intensity, and type of any proposed development is compatible and consistent with the Town’s existing land uses and Land Development Regulations;
- the Town promotes responsible urban growth;
- the Town safeguards natural resources; and
- the Town create opportunities to expand the Town’s economic base.

POLICY 1.10.5: The Town shall pursue a Joint Planning Area Agreement and/or an Interlocal Service Boundary Area Agreements with Orange County, and/or Ocoee and Winter Garden. The Town shall, whenever possible and appropriate, use annexations and subsequent land use petition processing as an opportunity to enter into an interlocal agreement with Orange County regarding responsibility and timing of services and infrastructure within an agreed upon Joint Planning Area.

POLICY 1.10.6: The Town shall estimate the fiscal impacts of proposed annexations and/or land use changes on levels of service and the Town’s costs and revenues; then apply this information in formulation of the Town’s *Capital Improvement Program*.

OBJECTIVE 1.11: *Capital Improvements.* The Town shall review its 5-year Capital Improvements Plan (CIP) annually.

POLICY 1.11.1: The Town shall include adequate funding for the replacement of Town-owned equipment and facilities in its 5-year CIP.

POLICY 1.11.2: The Town shall include any projects in its 5-year CIP necessary to meet the adopted level of service standards outlined in this Comprehensive Plan.