



PUBLIC OUTREACH

Agenda

Agenda

**November 20, 2024
6:00 PM**

VIRTUAL MEETING

JOIN ZOOM MEETING (COPY/PASTE INTO BROWSER) [HTTPS://ZOOM.US/](https://zoom.us/)

**MEETING ID: 863 417 2453
PASSCODE: TOW2024**

ONE TAP MOBILE: 1(305)224-1968

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 Public Outreach:

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 Public Outreach 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 Public Outreach 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 TOWN MANAGER

1. Public Review of Town Hall Restroom Facility with Family Bathroom Concept

Attachments

2. Town Square Public Charette and Survey as of 11/11/24 - Brad Cornelius, Contracted Town Planner, Wade Trim, Inc.

Attachments

3. ADJOURN



**TOWN OF WINDERMERE
EXECUTIVE SUMMARY**

SUBJECT: **Background - Design Concept for Town Hall including Standalone Restroom with family restroom**

REQUESTED ACTION: **Public Comment**

Work Session (Report Only) **DATE OF MEETING:** November 20, 2024
 Regular Meeting Public Info Meeting

CONTRACT: N/A Vendor/Entity: _____
Effective Date: _____ Termination Date: _____
Managing Division / Dept: Public Works

BUDGET IMPACT: _____
 Annual **FUNDING SOURCE:** _____
 Capital **EXPENDITURE ACCOUNT:** _____
 N/A

HISTORY/FACTS/ISSUES:

During the previous Town Council workshop, the Council directed staff to incorporate a family restroom into the exterior restroom design and return for public review, comments, and approval. Additionally, staff was tasked with developing a project charter, and a draft of the charter is included for review with this agenda item.

Staff will present the restroom concept to the Public and Town Council for input. It will need to come back to Town Council for approval at a later date.

Phases for the project have been laid out as follows:

- Phase 1: Construct standalone restroom facility
- Phase 2: Exterior Renovations
- Phase 3: Interior Renovations, porch adjustments, etc.

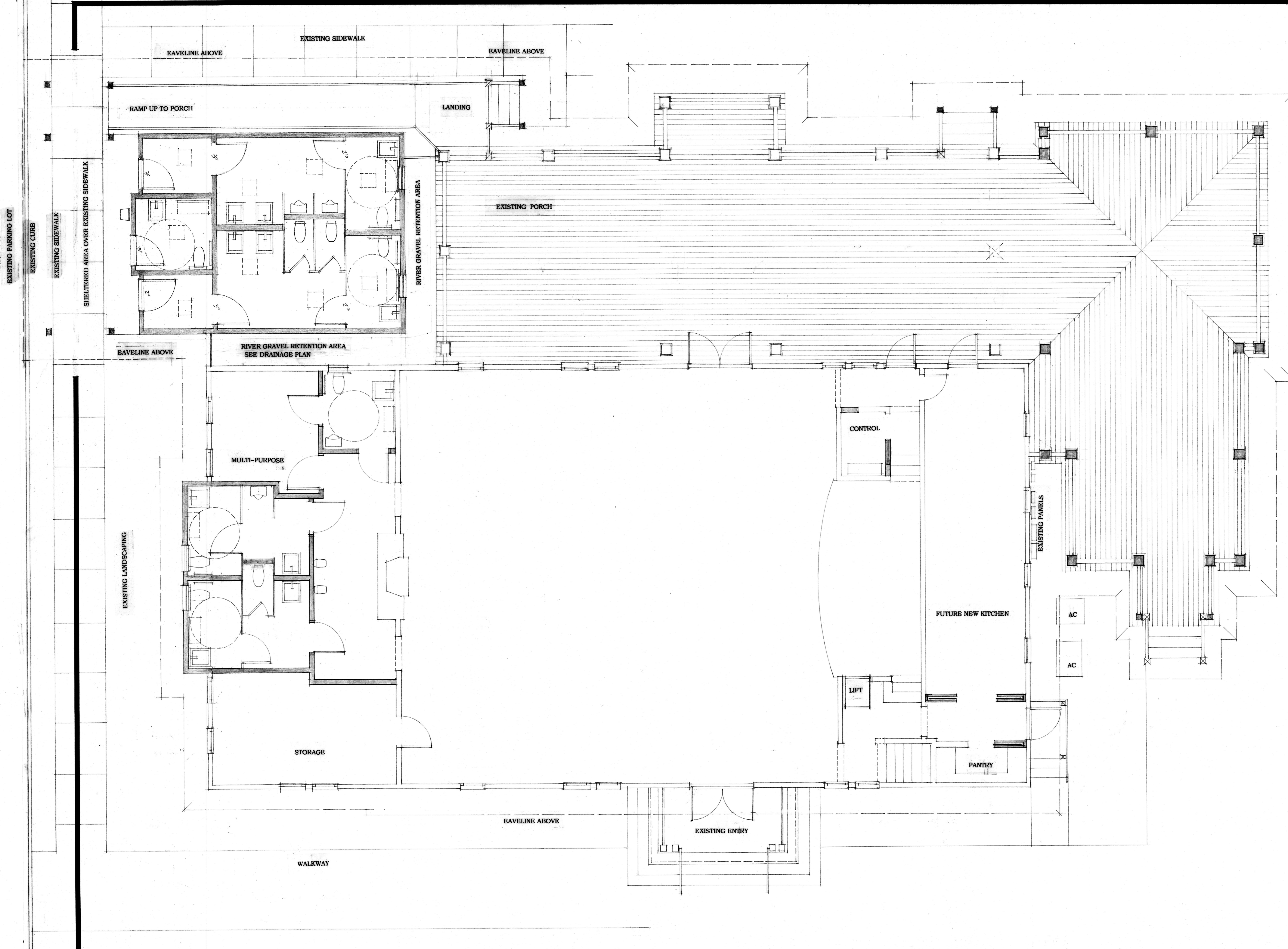
WINDERMERE TOWN HALL
PREPARING FOR THE NEXT ONE HUNDRED YEARS OF USE

REVISIONS:

DATE: 9/16/24
DRAWN: [Signature]
APPROVED: H.T.P.
SCALE:

SHEET: 5

OF 9 SHEETS



Town of Windermere Town Square Charrette

October 30, 2024



Please Sign in

Town of Windermere Town Square Charrette

October 30, 2024



AGENDA

- **Introduction** (10 Minutes)
- Design Team **Presentation** (15 Minutes)
- The Main Event **Charrette Breakout Session** (50 Minutes)
- **Concept Prioritization** (10 Minutes)
- **Closing** (15-30 Minutes)

Introduction

Goals and Scope of the Project

- Analyze the existing conditions and uses of Town Square
- **Facilitate an open discussion for future Planning Efforts**
- Present Input to Town Council at a Workshop
- Prepare several concepts based on the Stakeholder Input
- Present Concepts to Town Council

Expectations and Purpose

- What is a **Design Charrette**?

Charrette, a French word meaning “chariot” or “cart,” derives from stories of architectural students during the Beaux-Arts Period in Paris during the 19th century. The students’ work was collected in a charrette, and many continued frantically sketching as their designs were collected for critique.

A design charrette is an assembly of stakeholders who **work together** in a condensed session to strive **towards a common design solution**. Ideas are explored through **collaboration** via both writing and sketched concepts to **discover and further diverse design ideas**.



Design Team Presentation

What we know

- Site Analysis
- Current Uses
- Planned Improvements



Site Analysis

KEY AREAS

-  RESIDENTIAL AREA - BUFFER NOISE
-  HISTORIC STRUCTURE - PROTECT
-  FRANKLIN W. CHASE MEMORIAL LIBRARY WINDERMERE BRANCH
-  TOWN SQUARE - SITE BOUNDARY
-  DRAIN FIELD
-  STORM DRAINAGE AREA

KEY POINTS

-  MARKED - PEDESTRIAN ACCESS
-  UNMARKED - PEDESTRIAN ACCESS
-  HIGH POTENTIAL CONFLICT POINT PEDESTRIAN & VEHICLE
-  SITE FEATURE - PROTECT
-  COMMERCIAL CENTER

SURFACE TYPES

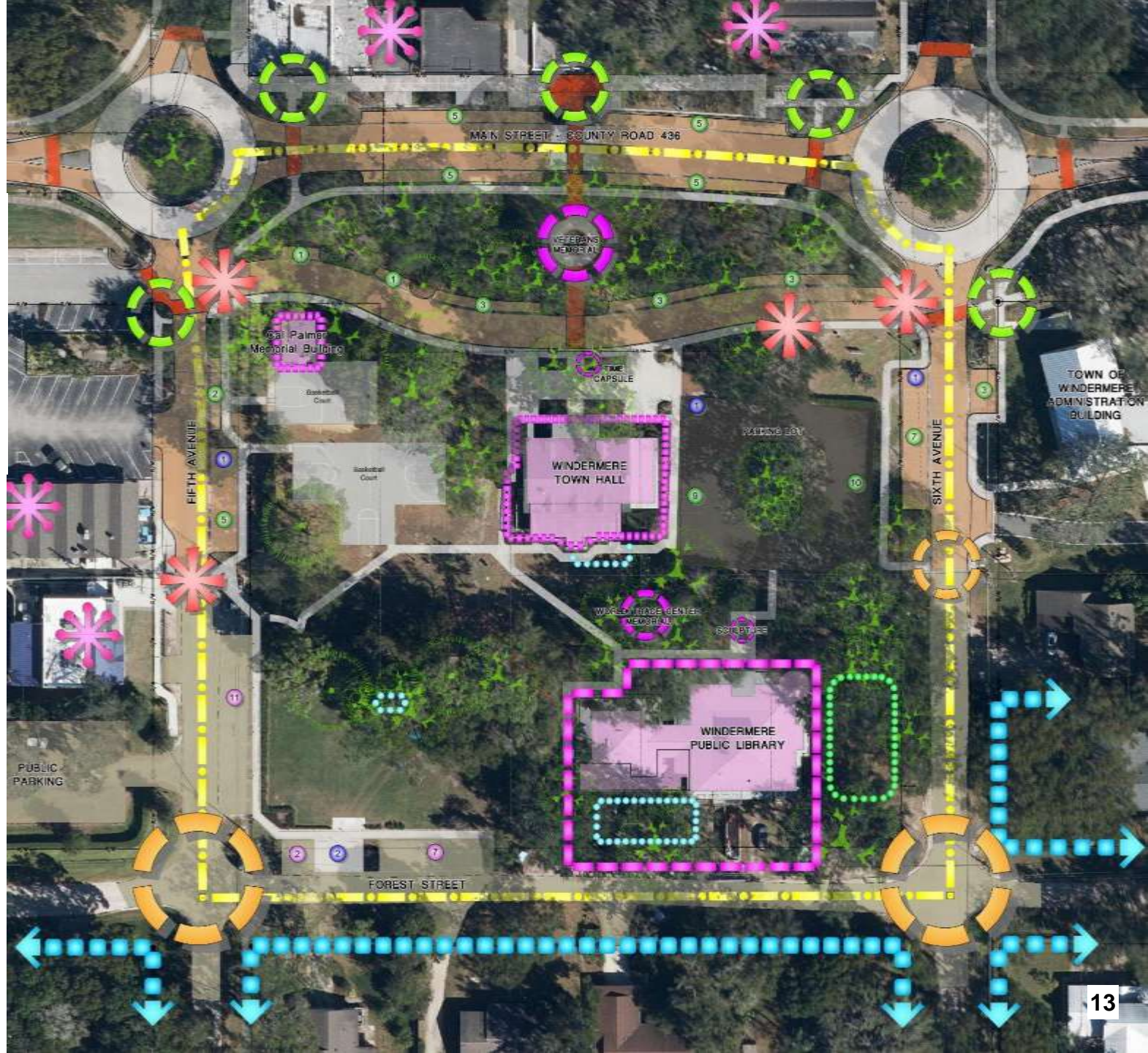
-  GRAVEL SURFACE
-  PAVEMENT - BRICK
-  CROSSWALK / LANDING - BRICK
-  PAVEMENT - CONCRETE/PAVER
-  PAVEMENT - ASPHALT
-  STRUCTURE

SIGNIFICANT TREES

-  PINE
-  OAK

PARKING TYPES (WITH COUNT PER BAY)

-  PARKING BAY - ACCESSIBLE
-  PARKING BAY - PAVED
-  PARKING BAY - UNPAVED



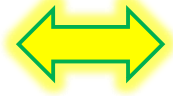
Current Uses

- Friday Farmers Market
- Fourth Friday Food Trucks
- Wine and Dine
- Run Among the Lakes
- Halloween Holiday Hoopla



- Art Fair
- Centennial Events
- PetFest
- Back to School Celebration

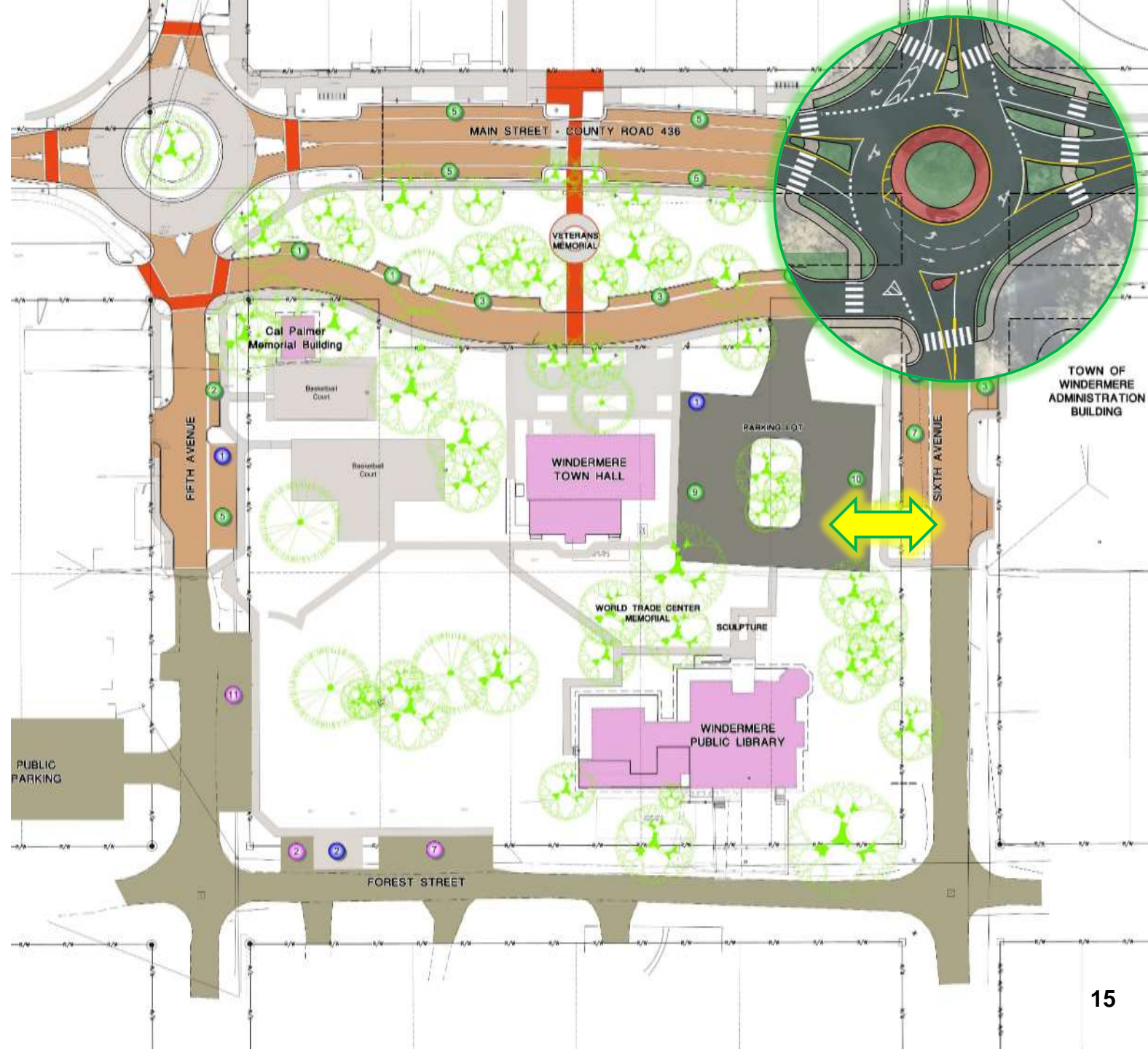
Planned Improvements



Parking Access from 6th Ave



6th Ave Roundabout Improvements



The Main Event Breakout Session

Ground Rules

- You are part of a group at your table
 - Each group must select a scribe/facilitator
-
- No Idea is a bad idea
 - Allow everyone an opportunity to voice their thoughts



Small Group Icebreaker (5 Minutes)



- Introduce yourself to the group, then get to know the members of your group by each answering the question...

What is your **most memorable activity** or **event** in the Town of Windermere?

Small Group Discussion (5 Minutes)



- What is your **favorite part** about Town Square as it is **currently**?
- What is your **least favorite part** about Town Square as it is **currently**?

Small Group Discussion

Finalize your group's thoughts.



Please decide on
one Favorite Part of Town Square
&
one Least Favorite Part of Town Square
within your group.

Small Group Presentation (5 Minutes)



- Our Group's **favorite** parts about Town Square is _____.
- Our Group's **least favorite** parts about Town Square is _____.

What do you want?



Mixed Sport Courts (Basketball, Pickleball, Etc.)



Sand Volleyball Courts



Water Fountain



Open Greenspace

What do you want?



Native/Pollinator Gardens



Interactive Water Features/ Splash Pad



Community Outdoor Games (Table Tennis, Bag Toss, Etc.)



Water Filling Stations

What do you want?



Typical Vehicle Parking



Golf Cart Parking (Potentially Permeable Surface)



Gazebo - Non Performance Space



Gazebo - Performance Space

What do you want?



Nature Playscape



Hammocking Grove



Community Patio



Community Garden

What do you want?



Phone Charging Stations



Public Restroom



Community Based Murals



Dog Waste Clean-Up Stations

What do you want?



Decorative Lighting



Swing Chairs

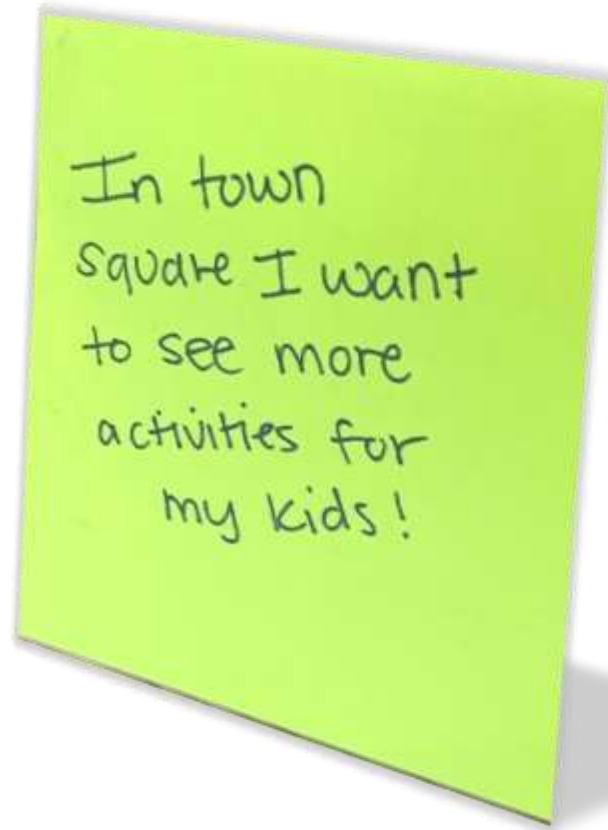


Picnic Space With Shade



Outdoor Movie Night/Space

What do you want?



What do you want?

(10 Minutes)

- Review the ideas presented around the room.
- Prioritize your likes and dislikes with adhesive dots.

LIKE



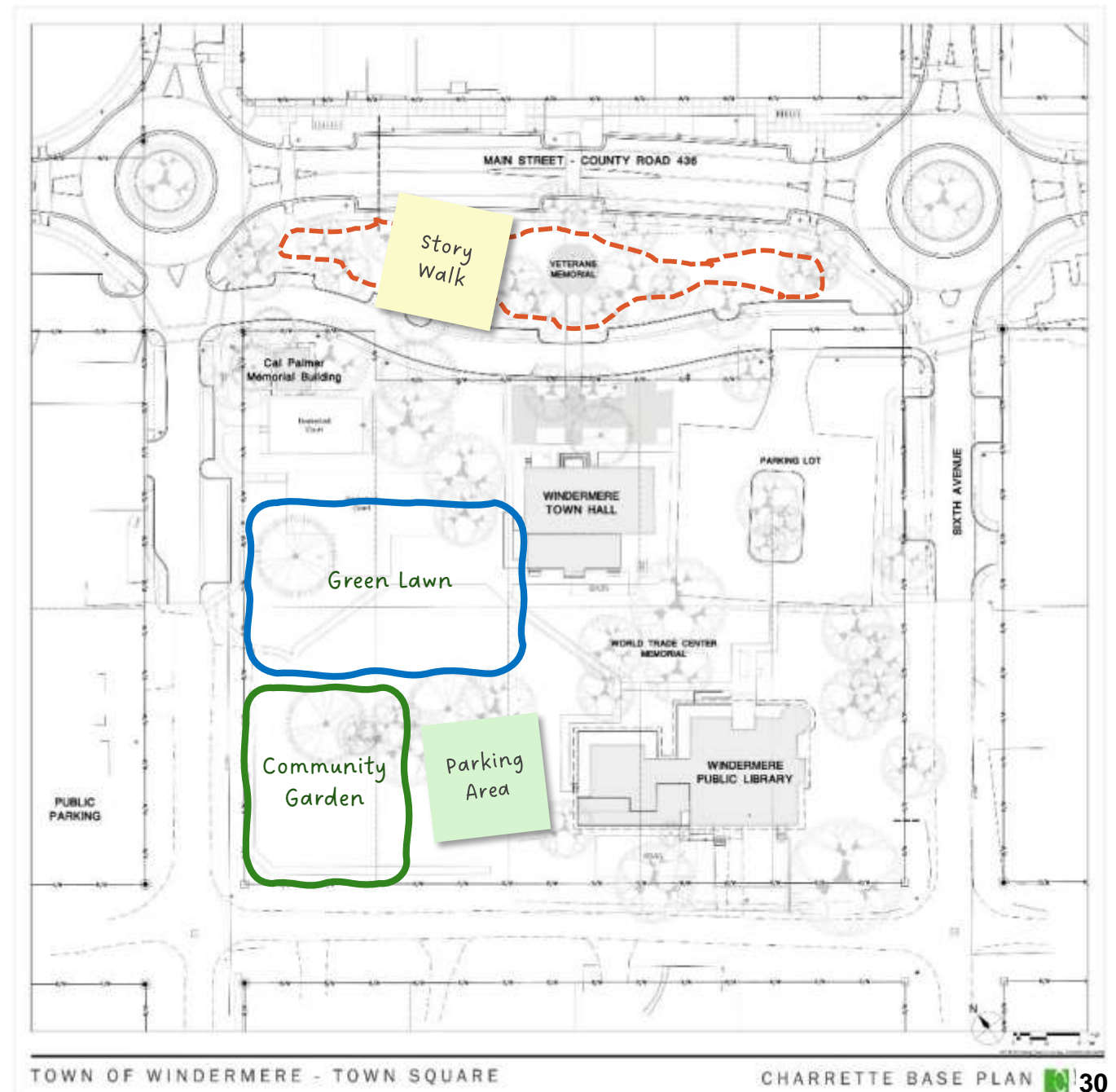
DISLIKE



What do you want?

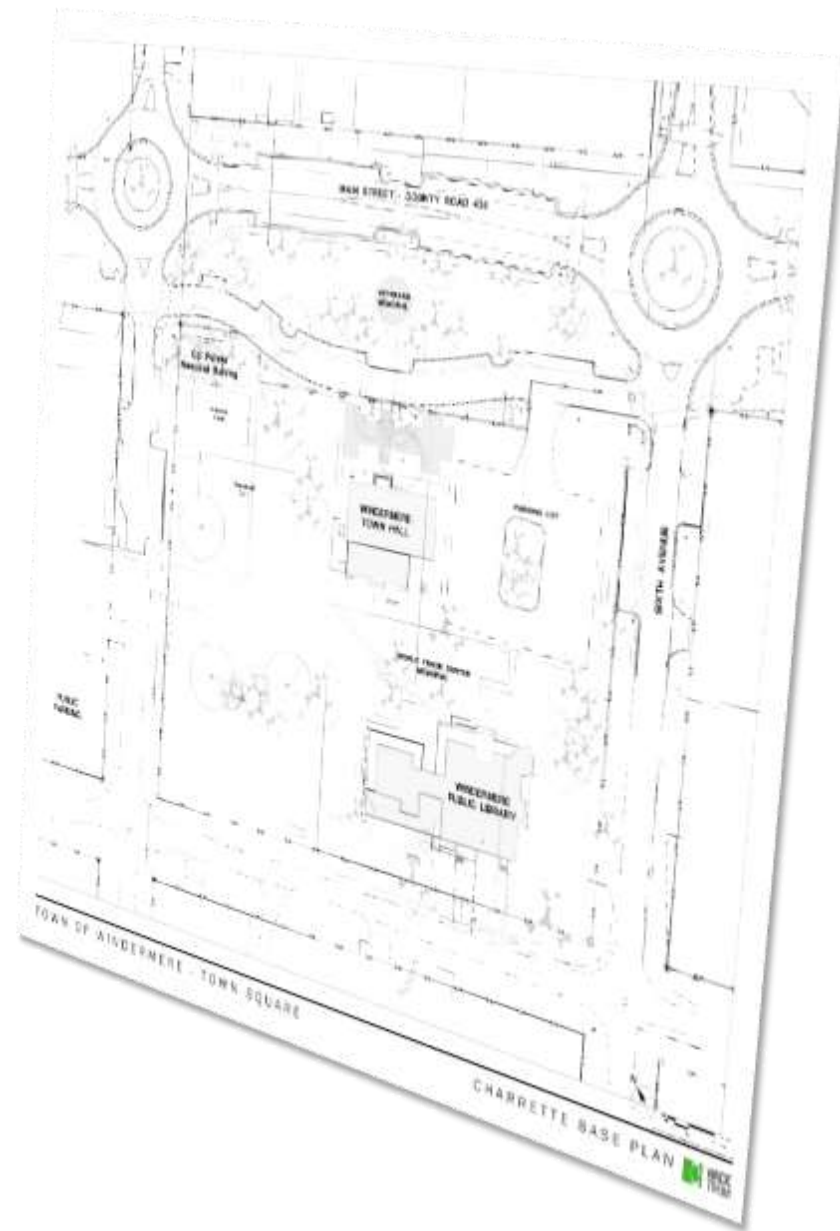
(15 Minutes)

- Expand by showing potential locations for elements you want to see on Town Square by sketching and/or using sticky notes to place the elements on the plan.



Small Group Presentations

(10 Minutes)



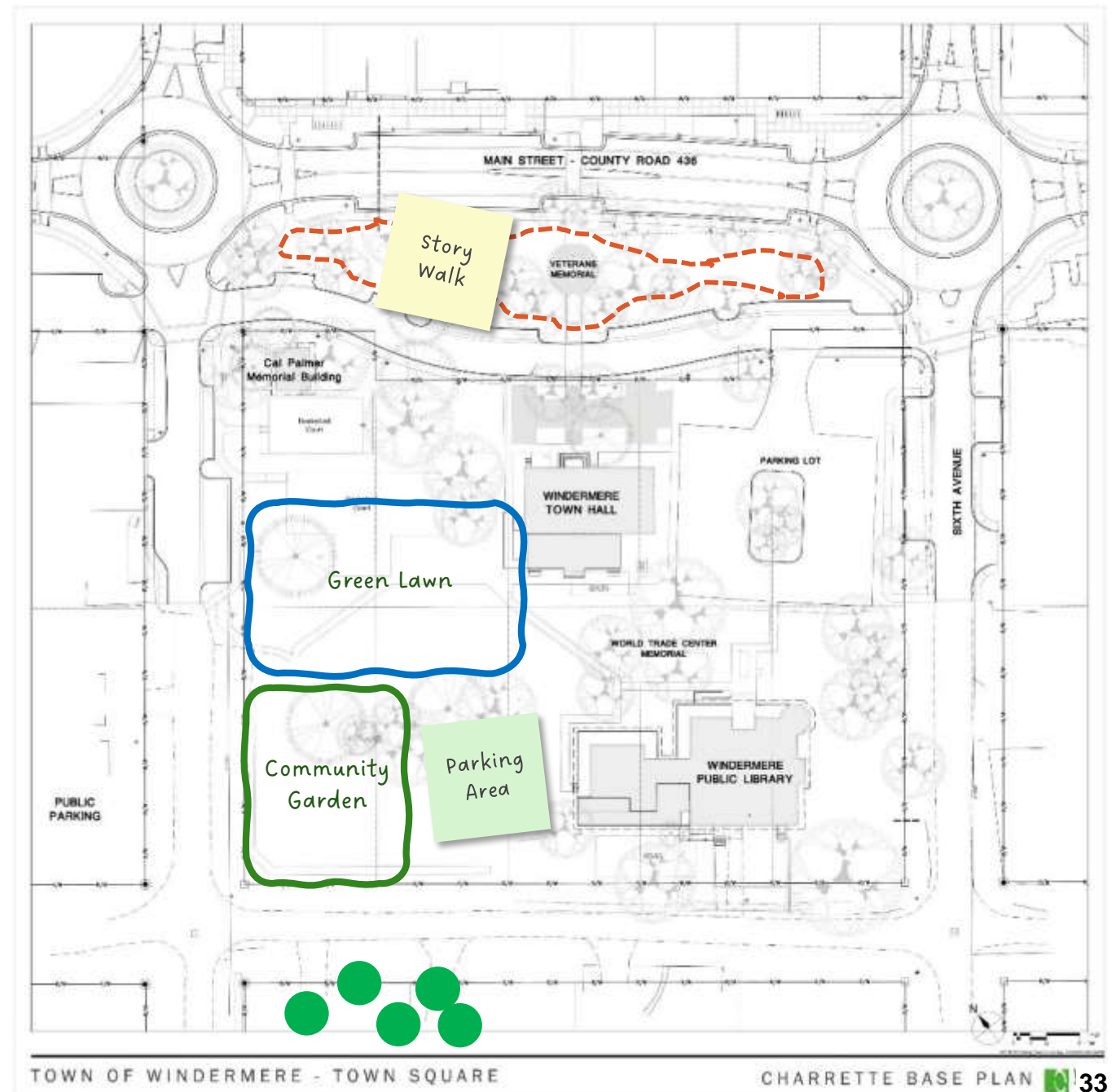
Concept Prioritization

Concept Priority

(10 Minutes)

- Review the concepts presented around the room.
- Prioritize the Overall Plan you find most favorable with green adhesive dots.

LIKE



Closing

Closing

Thank you for attending the
Windermere Town Square
Design Charrette!

Want to provide additional input
and feedback?

Take the **ONLINE SURVEY!**





TOWN SQUARE CHARETTE & ONLINE SURVEY

Executive Summary Public Input Received as of November 11, 2024

November 13, 2024



EXECUTIVE SUMMARY

Background

Wade Trim was tasked with helping to create a vision for the Town Square. The vision will be driven by input from the Town’s staff, committees, residents, and business owners. Input from these key groups was obtained via a design charrette and an online survey.

Methodology

Data was collected from 34 attendees at the charrette held on October 30, 2024, via dot polling, and from 176 users via the online survey, between the period of October 30, 2024, and November 11, 2024.

Response

The top five key elements in Town Square that the residents value as provided in the charrette and online survey are Green Space/Open Space, Town Hall, Quaintness, and Trees. Other notable elements valued by the residents include Sport Courts, Accessibility, Historic Character, and Safety. The five main elements residents dislike about Town Square are the lack of Restroom Facilities, Traffic, Landscape Maintenance, Lack of Parking, and Food Trucks.

Analysis

**The Top 5 major planning elements residents would like to see in Town Square include:
Green Space - Public Restroom - Community Patio - Native/Pollinator Gardens - Nature Playscape**

**Additional Design Elements liked by the residents include:
Decorative Lighting - Drinking Water Fountains - Water Bottle Filling Stations - Bench Swings
Shaded Picnic Spaces - Community Outdoor Games**

**Major Planning Elements that the majority of residents do not want to see include:
More Vehicle Parking - Sand Volleyball Courts - Hammock Groves - Device Charging Stations**

**Controversial Elements which residents feel strongly about, but with conflicting responses include:
Community Gardens – Community Art / Murals - Interactive Water Features
Gazebos (Performance and Non-Performance)**

This is brief summary of the results of the public input through November 11, 2024. The public input will be open until November 20, 2024. These results may change based on additional public input received. A full summary will be prepared after the online survey closes on November 20, 2024.