

LONGWOOD CITY COMMISSION
Longwood City Commission Chambers
175 West Warren Avenue
Longwood, Florida

AGENDA
June 16, 2025
6:00 PM

- 1. CALL TO ORDER**
- 2. OPENING INVOCATION**
- 3. THE PLEDGE OF ALLEGIANCE**
- 4. COMMUNITY ANNOUNCEMENTS**
 - A. The Senior Matinee will be held on Wednesday, June 18, 2025, from 1:30 p.m. until 3:30 p.m. at the Longwood Community Building, 200 West Warren Avenue. The movie will be *Noah*.**
 - B. The City of Longwood will host a “Juneteenth” celebration on Thursday, June 19, 2025, from 5:00 p.m. until 8:00 p.m., at the Longwood Community Building, 200 West Warren Avenue.**
 - C. The City of Longwood will host its Rock, Freedom, and Fireworks event on Saturday, June 28, 2025, from 5:00 p.m. until 9:00 p.m. at Reiter Park, 311 West Warren Avenue. There will be live music, food trucks, and a firework show which will begin around 9:00 p.m. Parking will be available in the parking lot of the Orlando Health South Seminole Hospital and at the Longwood SunRail Station. This is a free event.**
- 5. PROCLAMATIONS / RECOGNITIONS**
 - A. District #2 Nomination of the Business Person of the Month Award for July.**
 - B. Nomination of the Beautification Award - 3rd Quarter 2025.**
 - C. Proclaiming June 19, 2025, as “Juneteenth Day” in the City of Longwood.**
- 6. BOARD APPOINTMENTS**
- 7. PUBLIC INPUT**
 - A. Public Participation.**
- 8. MAYOR AND COMMISSIONERS’ REPORT**
 - A. Districts #5, #1, #2, #3 and #4**

9. COMMISSION AND STAFF ADDITIONS OR CHANGES

- A. ADDITIONAL ITEMS RAISED DURING MAYOR'S AND COMMISSIONERS' REPORTS**
- B. ANY ADDITIONS OR DELETIONS TO THE AGENDA**

10. CONSENT AGENDA

- A. Approve the Minutes of the June 2, 2025, Regular Meeting.**
- B. Approve the Monthly Expenditures for May 2025.**
- C. Approve the Monthly Financial Report for April 2025.**
- D. Approve a purchase order in the amount of \$92,450 to CPH Consulting, LLC for engineering services to prepare a Drinking Water Facilities Plan.**
- E. Approval to enter into negotiations with Kimley-Horn & Associates as the top-ranked engineering design firm from RFP PW-04012024 related to the West Warren Avenue Complete Street Design, and authorize the City Manager to execute all necessary documents.**
- F. Approve a purchase order in the amount of \$54,526.50 to Huffman Inc. dba NuWave Concrete for the Candyland Sports Complex Concrete Improvement Project.**
- G. Approve the Police Chief to sign a Seminole County Basic Recruit Training Agreement between the Seminole County Sheriff's Office and the City of Longwood Police Department for training services.**

11. PUBLIC HEARINGS

- A. The City Commission to hold a public hearing to consider a Minor Conditional Use Permit (CUP 02-25) to allow a private school (Revival Fire Christian Academy) at 585 South Ronald Reagan Boulevard.**
- B. The City Commission to hear a public request for Special Exception (SPE 01-25) to allow outdoor storage in the front yard and barbed wire and blue screening on the fence at 1100 Charles Street.**

12. REGULAR BUSINESS

13. CITY MANAGER'S REPORT

14. CITY ATTORNEY'S REPORT

15. CITY CLERK'S REPORT

16. ADJOURN

Notice: All persons are advised that if they decide to appeal any decision made at these meetings/hearings, they will need a record of the proceedings and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record to include the testimony and evidence upon which the appeal is to be based (per Sec. 286.0105, Florida Statutes). Persons with disabilities needing assistance to participate in any of these meetings should contact the A.D.A. Coordinator at (407) 260-3466 at least 48 hours in advance of the meeting.

Any invocation that is offered before the official start of the Commission meeting shall be the voluntary offering of a private person, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission or the city staff, and do not necessarily represent their individual religious beliefs, nor are the views and beliefs expressed by an invocation speaker intended to suggest the City's allegiance to or preference for any particular religion, denomination, faith, creed or belief. Persons in attendance at the City Commission meeting are invited to stand during the opening invocation and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered. You may exit the City Commission Chambers and return upon completion of the opening invocation if you do not wish to participate in or witness the opening invocation.

This is a public meeting, and the public is invited to attend. The agenda is subject to change. Persons can obtain an electronic copy of the agenda packet for this meeting by making a public records request to the City Clerk's Office by calling (407) 260-3441 or emailing clerk@longwoodfl.org.

Future Meetings:	July 7, 2025	6:00 PM	Regular Meeting (Canceled)
	July 10, 2025	3:00 PM	Work Session
	July 21, 2025	6:00 PM	Regular Meeting

Agenda Item 5B

To: The Honorable Mayor and City Commissioners

From: Michelle Longo, City Clerk

Date: June 16, 2025

Subject: Nomination of the Beautification Award - 3rd Quarter 2025.

Introduction:

The City Commission is requested to nominate a business or commercial property for the Beautification Award for the third quarter of 2025. The presentation will be scheduled for July 21, 2025.

Background/Discussion:

In 2010, at the December 6th meeting, the Longwood City Commission approved the Community Beautification Award Program that recognizes a community business that improves its facilities. Staff developed guidelines, criteria, and categories to facilitate the program. The program will recognize one (1) business and property owner at a regular City Commission meeting quarterly, present the recipient with a certificate, and have the beautification sign placed at their property. The City will highlight the award winner on the website and social media platforms. The Community Beautification Award will highlight and celebrate exceptional projects and efforts by Longwood businesses and commercial properties to enhance the beauty of the business as well as the livability of the City of Longwood. The award program recognizes the efforts of businesses and property owners that improve their overall appearance through award selection criteria that consist of:

- Architecture
- Landscaping
- General Upkeep/Maintenance
- Appropriateness to the Neighborhood
- Overall Curb Appeal
- Signage
- Lighting
- Parking Area Attractiveness
- Façade Improvements

The City Commission will select and approve only one recipient from the nominations presented every quarter. Categories for consideration include businesses, commercial properties, medical, religious, and non-profit organizations for the Community Beautification

Agenda Item 5B

Award. A Commissioner will provide a short description of the work done on the site and pictures (if available). The commissioner will complete a Community Beautification Award application and return it to the City Clerk before the nomination is made to allow time to confirm that the business is located within city limits.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Commission will nominate a recipient for the quarterly Beautification Award.

REQUESTED MOTION/ACTION:

I move to nominate _____ for the 3rd Quarter Beautification Award.

Prepared By:

Michelle Longo, City Clerk

Reviewed By:

Michelle Longo, City Clerk

Attachments:

None

Agenda Item 10A

To: The Honorable Mayor and City Commissioners

From: Michelle Longo, City Clerk

Date: June 16, 2025

Subject: Approve the Minutes of the June 2, 2025, Regular Meeting.

Introduction:

The City Clerk is presenting the minuted of the June 2, 2025, Regular Meeting for approval.

Background/Discussion:

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

Approval of the minutes.

REQUESTED MOTION/ACTION:

I move to approve Item 10A as presented.

Prepared By:

Michelle Longo, City Clerk

Reviewed By:

Michelle Longo, City Clerk

Attachments:

1. CC06-02-2025Min

Agenda Item 10B

To: The Honorable Mayor and City Commissioners

From: Judith Rosado, Director of Financial Services

Date: June 16, 2025

Subject: Approve the Monthly Expenditures for May 2025.

Introduction:

This agenda item requests the City Commission approve the total payment of processed bills in the amount of \$538,511.39 from May 8th of 2025 through May 15th of 2025, which includes check numbers from 168415 through 168516.

Background/Discussion:

Per Section 6.10(A) of the City Charter, the City Manager must certify that there are sufficient unencumbered funds within the budgeted appropriations to cover obligations when they become due and payable.

Budget Impact:

There are sufficient unencumbered funds to cover these obligations.

Recommendation:

The City Manager and Director of Financial Services recommend approval of expenditures in the amount of \$538,511.39.

REQUESTED MOTION/ACTION:

I move to approve Item 10B as presented.

Prepared By:

Judith Rosado, Director of Financial Services

Reviewed By:

William Watts, City Manager

Attachments:

1. Monthly Expenditures

Agenda Item 10C

To: The Honorable Mayor and City Commissioners

From: Judith Rosado, Director of Financial Services

Date: June 16, 2025

Subject: Approve the Monthly Financial Report for April 2025.

Introduction:

Pursuant to the Longwood City Code of Ordinance Section 2-182 the City Manager is to provide monthly financial reports to the City Commission. This Unaudited Monthly Financial Report meets the requirement as set forth in the Code of Ordinances.

Background/Discussion:

Monthly Financial Reports are required to be submitted to the City Commission during the second meeting of each month in accordance with Section 2-182 of the City Code of Ordinances.

The Commission is currently provided with a monthly financial report for approval at the second meeting of each month in accordance with Section 2-182 of the City Code of Ordinances. This item is a report of the budgeted financial activity for the month of April 2025.

In addition to the monthly financial reports, included on this agenda are the budget transfer report for the month of October, and detailed information about the Purchasing Card expenses for the period of April 5, 2025, through May 4, 2025.

Budget Impact:

The Unaudited Monthly Financial Report reflects a modified budget and actuals for the month of April 2025.

Recommendation:

The City Manager and the Director of Financial Services recommend approval of the Unaudited Financial Reports as of April 2025.

REQUESTED MOTION/ACTION:

I move to approve Item 10C as presented.

Prepared By:



Agenda Item 10C

Judith Rosado, Director of Financial Services

Reviewed By:

William Watts, City Manager

Attachments:

1. Unaudited Financial Report as of April 2025
2. Purchasing Card Expense Report
3. Budget Transfer Report April 2025

Agenda Item 10D

To: The Honorable Mayor and City Commissioners

From: Shad Smith, Public Works Director

Date: June 16, 2025

Subject: Approve a purchase order in the amount of \$92,450 to CPH Consulting, LLC for engineering services to prepare a Drinking Water Facilities Plan.

Introduction:

This agenda item requests City Commission approval of a purchase order in the amount of \$92,450 for professional engineering services to prepare a Drinking Water Facility Plan related to the City of Longwood's water treatment plants.

Background/Discussion:

To qualify for current and future funding opportunities through the Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) program and other related grant programs, the City of Longwood (CITY) must prepare a comprehensive Drinking Water Facilities Plan. This plan must comply with Rule 62-503 of the Florida Administrative Code (F.A.C.) and serve as the foundational planning document required by FDEP to evaluate funding applications for infrastructure improvements to public water systems. CPH will prepare all documentation necessary to meet FDEP SRF requirements, including environmental, technical, and financial evaluations to support the CITY's application for grant funding. These services will be performed in accordance with the Master Agreement for Continuing Professional Services between the City and CPH Consulting, LLC (RFQ #0825022) currently valid through May 26, 2026.

Budget Impact:

Funding has been budgeted and is available in the current FY 2024–2025 under the Enterprise Capital Improvement line item 401-4120-536-6324.

Recommendation:

The City Manager and Public Works Director recommend that the City Commission approve the issuance of a purchase order in the amount of \$92,450 to CPH Consulting, LLC, and authorize the City Manager to execute all necessary documents to proceed with the project.

REQUESTED MOTION/ACTION:

I move to approve Item 10D as presented.



Agenda Item 10D

Prepared By:

Shad Smith, Public Works Director

Reviewed By:

William Watts, City Manager

Attachments:

1. CPH Proposal FDEP SRF Grant Drinking Water Facilities Plan
2. Labor Hour Breakdown Sheet

Agenda Item 10E

To: The Honorable Mayor and City Commissioners

From: Shad Smith, Public Works Director

Date: June 16, 2025

Subject: Approval to enter into negotiations with Kimley-Horn & Associates as the top-ranked engineering design firm from RFP PW-04012024 related to the West Warren Avenue Complete Street Design, and authorize the City Manager to execute all necessary documents.

Introduction:

This agenda item requests the City Commission to approve staff to enter into negotiations with Kimley-Horn & Associates as the top-ranked engineering design firm from RFP PW-04012024 related to the West Warren Avenue Complete Street Design, and authorize the City Manager to execute all necessary documents.

Background/Discussion:

On February 19th, 2025, the City received two (2) proposals for RFP PW-04012024 for the professional engineering design services related to W. Warren Avenue Complete Streets Project from SR 434 to Milwee Street. The proposals were reviewed by an evaluation committee comprised of Public Works Director Shad Smith, Public Works Engineer Eric Nagowski, and Senior Planner Anjum Mukherjee. The evaluation committee selected Kimley-Horn & Associates as the top ranked firm.

This project is funded in partnership with Metroplan Orlando and FDOT's Local Agency Program (LAP). FDOT fully paid for the preliminary study and now we are moving into design. The FDOT Financial Project Id for this phase is 446488-1-38-01.

The West Warren Avenue Complete Street Design includes:

- Widening sidewalks on both sides of the roadway;
- Enhancing pedestrian safety measures (crosswalks, lighting, ADA compliance);
- Installing curb and gutter with a modified drainage system;
- Incorporating a rain garden to improve stormwater management;
- Modifying the existing pond at 451 W. Warren Avenue;
- Realigning the roadway to calm traffic and improve vehicular flow;
- Adding landscaping enhancements for aesthetic and environmental benefits.

If approved, city staff will enter into negotiations with Kimley-Horn & Associates.

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Budget Impact:

Funding in the amount of \$525,000 has been budgeted for this project and is available in the Capital Improvement Project Fund (Line Item 310-3100-524-6313) for the 2024–2025 fiscal year.

The Florida Department of Transportation (FDOT) has agreed to contribute up to \$350,000.00 toward the project under FPID 446488-1-38-01. The City of Longwood is responsible for providing the remainder in local funds, which is currently estimated at \$150,297.00. Reimbursement will be made based on paid invoices on a monthly or quarterly basis.

Should final negotiations with Kimley-Horn & Associates reveal a funding shortfall, a budget amendment will be presented to the City Commission at the time of the approval of the purchase order.

Recommendation:

The City Manager and Public Works Director recommend approval for staff to enter into negotiations with Kimley-Horn & Associates as the top-ranked engineering design firm from RFP PW-04012024 related to the West Warren Avenue Complete Street Design and authorize the City Manager to execute all necessary documents.

REQUESTED MOTION/ACTION:

I move to approve Item 10E as presented.

Prepared By:

Jammie Tackett, Administrative Office Manager

Reviewed By:

William Watts, City Manager

Attachments:

1. W. Warren Ave Complete Streets Bid Tabulation Form
2. RFP Engineering Design Services for West Warren Avenue Complete Streets

Agenda Item 10F

To: The Honorable Mayor and City Commissioners

From: Shad Smith, Public Works Director

Date: June 16, 2025

Subject: Approve a purchase order in the amount of \$54,526.50 to Huffman Inc. dba NuWave Concrete for the Candyland Sports Complex Concrete Improvement Project.

Introduction:

This agenda item requests the City Commission approve the issuance of a purchase order in the amount of \$54,526.50 to Huffman Inc. dba NuWave Concrete to complete multiple concrete projects throughout the Candyland Sports Complex.

Background/Discussion:

The City of Longwood continues its commitment to community enhancement through comprehensive sidewalk and concrete infrastructure improvements. This proposed work includes installation and repair projects at the following locations:

- Repairs/replacement of sidewalks throughout Candyland Sports Complex
- Major concrete repairs around the concession stand at Candyland Sports Complex
- ADA ramps for the restrooms at Candyland Sports Complex

These projects are designed to improve walkability, increase safety, and ensure compliance with the Americans with Disabilities Act (ADA). It includes the construction of new sidewalks, the replacement or modification of existing sidewalks, and the installation of ADA-compliant curb ramps. These upgrades will promote greater accessibility and connectivity for residents. Pricing for this work is based on the Piggyback Agreement of Seminole County IFB-604269-22/LNF, allowing the City to utilize competitively bid pricing and terms previously secured by Seminole County for similar concrete services.

Schedule of Values Summary	Cost	Area Description
Candyland Sports Complex Sidewalk Replacement	\$ 34,944.00	Pedestrian path reconstruction
Candyland Sports Complex I	\$ 10,804.50	ADA Ramps and Concession Stand Slab replacements

Agenda Item 10F

Candyland Sports Complex II	\$ 8,778.00	Slab south of Concession Stand Building Replacement
Total	\$ 54,526.50	

Budget Impact:

Funding for these projects has been budgeted and is available in the current fiscal year 2024/2025 budget as follows:

Project Name	Cost	Account Line
Candyland Sports Complex Concrete Projects	\$ 21,634.62	310-3520-541-6328
Candyland Sports Complex Concrete Projects	\$ 32,891.88	310-3100-541-6302
Total With 5% Contingency	\$ 54,526.50	

Recommendation:

The City Manager and Public Works Director recommend approval to issue a Purchase Order in the amount of \$ 54,526.50 to Huffman Inc. dba NuWave Concrete and authorize the City Manager to execute all related documents.

REQUESTED MOTION/ACTION:

I move to approve Item 10F as presented.

Prepared By:

Shad Smith, Public Works Director

Reviewed By:

William Watts, City Manager

Attachments:

1. Schedule of Values Candyland Sports Complex
2. Candyland Sports Complex Sidewalk Improvements Map

Agenda Item 10G

To: The Honorable Mayor and City Commissioners

From: David Dowda, Police Chief

Date: June 16, 2025

Subject: Approve the Police Chief to sign a Seminole County Basic Recruit Training Agreement between the Seminole County Sheriff's Office and the City of Longwood Police Department for training services.

Introduction:

This agenda item requests City Commission approval for the Police Chief to sign the Seminole County Basic Recruit Training Agreement between the Seminole County Sheriff's Office and the City of Longwood Police Department for basic recruit training services.

Background/Discussion:

Florida Statute, section 163.01(4) and (5), authorizes local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner, and pursuant to forms of governmental organization, that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities.

In accordance with Florida Statute, sections 163.01 (2) and 163.01 (14), the Sheriff and a municipal agency are authorized to enter into inter-local agreements for the provision of services. The Sheriff currently operates a Criminal Justice Standards and Training Commission (CJSTC) certified Criminal Justice Training Academy in accordance with Chapter 943, Florida Statutes and Florida Administrative Code Rule 11B-21.005 for the purpose of providing law enforcement basic recruit and advanced training, and City of Longwood Police Chief has determined that it is advantageous to enroll prospective or newly hired employees into the Sheriff's Academy to receive basic recruit training and certification and may also assign qualified personnel to serve as instructors at the Academy pursuant to the requirements of the CJSTC and under specific agreement.

Budget Impact:

Funds are available in the Longwood Police Department's approved 2024-2025 budget to satisfy the financial provisions of the agreement.

Recommendation:

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The City Manager and Police Chief recommend the City Commission approve the Police Chief to sign the attached Seminole County Basic Recruit Training Agreement.

REQUESTED MOTION/ACTION:

I move to approve Item 10G as presented.

Prepared By:

David Dowda, Police Chief

Michael Aprile, Deputy Police Chief

Reviewed By:

William Watts, City Manager

Attachments:

1. Seminole County Basic Recruit Training Agreement

Agenda Item 11A

To: The Honorable Mayor and City Commissioners

From: Chris Kintner, Community Development Director

Date: June 16, 2025

Subject: The City Commission to hold a public hearing to consider a Minor Conditional Use Permit (CUP 02-25) to allow a private school (Revival Fire Christian Academy) at 585 South Ronald Reagan Boulevard.

Introduction:

This agenda item requests the City Commission hold a public hearing to consider a Minor Conditional Use permit application to allow the applicant, Mission Compassion Inc., to open a private school, Revival Fire Christian Academy, at 585 South Ronald Reagan Boulevard, Unit 101, which is zoned Neighborhood Commercial (NC).

Background/Discussion:

- The applicant, Mission Compassion Inc., operates the Revival Fire Christian Academy and currently occupies a unit in the multi-tenant center at 525 South Ronald Reagan Boulevard. They have been at that location since at least 2018. The school has been wanting to relocate and has met with city staff previously regarding other potential locations. The Academy offers schooling from Kindergarten through 12th grade.
- The property (Parcel ID: 05-21-30-300-005A-0000) is zoned Neighborhood Commercial (NC) and per Land Development Code (LDC) Article 2.3.1. "Table of Allowable Uses", a school is allowed only as a conditional use in the NC zoning district.
- The property has a 13,800 SF building on it and the Academy is going into Unit 101, taking approximately 6,021 SF of the total square footage. The applicant also wants to utilize the vacant portion of the parcel on the east side for an informal playfield.
- Although the building is multi-tenant, the school will take up roughly 44% of the space. Per the landlord, there are three other businesses in the building which all happen to be administrative offices. Per the LDC, the school itself will need 1 space per classroom (there are a total of 6 proposed) plus 1 for every 500 SF of office (976 SF). The total required per code is roughly 8 spaces. The school proposes to leave the sanctuary area as it is and use the area for regular school activities. Per the proposed floor plan, the architect has assigned an assembly occupancy of 90 to the sanctuary and in the worst-case scenario, this would need an additional 30 spaces. The site has 45 parking spaces including 4 handicapped spaces which staff considers adequate for the school and the other office uses.

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- The applicant met with city staff for a pre-development inquiry session and the following items were brought to their attention:
 - A change of occupancy permit would be required since the previous use was a funeral home.
 - A full fire sprinkler system and alarms are required due to the educational occupancy status of the purposed use.
 - Any alterations to the building, including the bathrooms would require compliance with Florida Accessibility Code.
 - As a condition of approval and as shown on the site plan included in this application, city staff recommended and the applicant agreed to the following:
 - Put a 6-foot-tall vinyl fence along the eastern and southern boundaries of the vacant parcel abutting single-family residential homes. A 6-foot-tall chain-link fence is proposed along Overstreet Avenue with a gate through which the kids can enter safely, utilizing the existing sidewalk along Overstreet Avenue.
 - Landscaping along the Overstreet Avenue right-of-way in the form of a continuous line of shrubs, minimum 30" tall at planting.
 - Building permits will need to be applied for a change of occupancy, fire sprinkler system, and all alterations.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

The City Manager and the Community Development Director recommend the City Commission approve the Conditional Use Permit as presented.

REQUESTED MOTION/ACTION:

I move to approve the conditional use permit for 585 South Ronald Reagan as presented.

Prepared By:

Anjum Mukherjee, Senior Planner

Reviewed By:

William Watts, City Manager

Attachments:

1. CUP 02-25 Conditional Use Permit 585 S Ronald Reagan Development Order



Agenda Item 11A

2. CUP 02-25 (P25-00680) Application Packet

Agenda Item 11B

To: The Honorable Mayor and City Commissioners

From: Chris Kintner, Community Development Director

Date: June 16, 2025

Subject: The City Commission to hear a public request for Special Exception (SPE 01-25) to allow outdoor storage in the front yard and barbed wire and blue screening on the fence at 1100 Charles Street.

Introduction:

This agenda item requests the City Commission consider a special exception to the City of Longwood Development Code (LDC) Article V, Supplemental Standards, Section 5.4.11.B for outdoor storage in the front yard and Section 5.3.3 for barbed wire and a privacy screen on the fence at 1100 Charles Street.

Background/Discussion:

- The City has received a special exception package application to allow for three exceptions to requirements of the Longwood Development Code, Article V, Supplemental Standards for 1100 Charles Street. The property is located within the Industrial Core zoning district and is completely surrounded by other Industrial Core zoned properties. This property was originally 2 separate parcels, 1100 Charles Street and 270 West Marvin Avenue.
- There was a dilapidated building on 270 West Marvin which was demolished in 2024. The two parcels were then combined with 1100 Charles Street being the main address.
- The lot combination was done because the applicant wanted to use the now vacant parcel for outdoor storage and the LDC does not allow outdoor storage as a primary use.
- The combination allows the applicant to use the building at 1100 Charles Street - which currently has an active Business Tax Receipt for Tri-Star Construction - as the primary use with the outdoor storage accessory to this building.
- The subject property is owned by GKI II Orlando, LLC, who also owns the rest of the surrounding properties known as the "American Industrial Center".

The exception requests are as follows:

1. An exception to the portion of Section 5.4.11.B "Outdoor Storage" that states "Outdoor storage is prohibited in front yards in all districts."

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- The "office" entrance to the 1100 Charles building faces south, meaning it faces neither Charles Street nor West Marvin Avenue.
 - The zoning designation of Industrial Core allows for up to 50% of the property to be used for outdoor storage in the rear yard. With Charles Street as the addressed "front" of the property, there is very little area left in the "rear" for legal outdoor storage.
 - The applicant is proposing an outdoor storage area that, due to the addressing of the building, is in the legal front and side yards of the property.
 - The proposed outdoor storage amount is under the 50% of the total site area allowed for outdoor storage.
2. An exception to the portion of Section 5.3.3.(O) that states "Barbed wire . . . shall not be allowed on any property in the city, unless required by state or federal law or regulation."
- The applicant is requesting 2-foot-tall barbed wire to be placed on top of the 6-foot chain-link fence.
3. An exception to Section 5.3.3(G) that limits allowable fence materials to "aluminum, treated wood, masonry, wrought iron, and vinyl except as otherwise specified" and 5.3.3(G)(2) that adds "Chain link fencing is allowed in any yard of industrial property."
- The applicant is proposing that the 6-foot-tall chain-link fence around the property lines which is otherwise allowed to enclose the outdoor storage have a blue privacy/wind fence screen to block view into the outdoor storage area. The blue privacy fence screen is not considered in the allowable fence types.

Staff is generally supportive of the request, but in lieu of the allowance for barbed wire, staff has recommended that the applicant utilize a standard 8-foot chain link fence instead of the 2-foot portion being barbed wire.

The City Commission has allowed one property (AutoNation at 650 North US Highway 17-92) to put barbed wire on portions of their wall through the special exception process, in part due to the fact there was documented evidence from the Longwood Police Department of robberies on site. As the site is not currently in use for outdoor storage, and given that the nature of the specific materials to be stored (and thus their potential for theft) is not known at this time, and given that the locations are very different (particularly the lack of proximity to the high-traffic 17-92), there is not a direct correlation with the AutoNation exception.

Per LDC 9.3.3, "The City Commission need not find that a proposal meet each criteria, but is asked to balance the weight of each criteria in arriving at a decision. The city commission shall consider the following criteria when making their determination."

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Staff has reviewed the requests against the criteria in 9.3.3 of the LDC and provided the following recommendations for Commission consideration:

1. The request is consistent with the spirit and intent of the Code.

The applicant is proposing to work within the existing total amount of outdoor storage allowed by code, however, their proposal includes outdoor storage in the "front" and "side" yards based on the addressing of the building to Charles Street. Given the location of the existing building, outdoor storage in the rear would not be feasible due to its close proximity to the rear property line.

The requirement for outdoor storage to be in the rear is intended to help screen that storage from view and help promote the building being closer to the road for easier access. Staff cannot find that this request is consistent with that spirit and intent, however, staff believes that the location of the existing building necessitates consideration of the exception.

The prohibition of barbed wire is also an aesthetic concern, and barbed wire is not common to the industrial park though there is portion on Pineda Street in an area that is outside of Longwood's jurisdiction. Unlike the outdoor storage component, there is no driving force that staff can see to support the barbed wire request.

2. The resulting development will provide equal or better results than required by the strict application of the Code in this instance.

The intent of the code provision against outdoor storage in the front yard is largely an aesthetic one. However, the applicant has stated they intend to utilize the property to provide "outdoor storage for the adjacent and neighboring tenants of the buildings in the industrial complex" which, as few properties in the Industrial Core have outdoor storage, may increase the marketability of properties in the area.

The privacy/wind screen element of the chain link fence is not considered by the code, but is similar in practice to if the applicant elected to have a wood or vinyl fence that would be fully opaque. Staff has some concerns about ensuring the maintenance of the privacy screen that has been incorporated into the recommendation.

Staff does not believe that the barbed wire component of the request is equal or better to the strict application of the code, which could include an 8-foot fence without barbed wire and accomplish some amount of the same goal without the negative external impacts.

3. The resulting development is consistent with the city's Comprehensive Plan and other city

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adopted planning documents.

The purpose of the "Industrial" Future Land Use Element of the Comprehensive Plan is, in part, to provide areas for businesses that may require outdoor storage. The request, excepting the barbed wire portion, is broadly consistent with the intent of code language for the industrial area.

4. The granting of the special exception will not create adverse impacts that could reasonably be expected to diminish property values, significantly and negatively impact the character of an existing neighborhood, or have a negative impact on the economic development potential of the area surrounding the site.

The outdoor storage portion of the request has the potential to increase the marketability of other properties under the same ownership by allowing for outdoor storage which is not largely present in other areas of the industrial park.

The presence of a prominent fenced-in area is not common to the park in general and Charles Street and Marvin Avenue in particular, but, as the property is a portion of a larger development, tucked away on a dead-end, and surrounded by properties within the same ownership, staff believes that the negative aesthetic impacts are absorbed by the surrounding properties in the same development, done at the behest of the property owner that would be affected most by the changes, and countered by the positive economic development impact of offering outdoor storage to new tenants.

5. The request represents the minimum modification(s) necessary and is not primarily driven by a desire to reduce costs on the project.

Setting aside that staff does not support the request for barbed wire, staff believes that this request is not an excessive departure from the current code language and is not driven primarily by a desire to reduce costs.

6. That the condition resulting from the request for a special exception is not so common to numerous sites that requests for similar special exceptions are likely to be received, thus creating cumulative impacts of granting the request.

The subject property is a portion of a larger development, tucked away on a dead-end, and surrounded by properties within the same ownership, meaning that the impacts to other property owners beyond the applicant are small to none. The presence of the building on the site and the addressing to Charles Street prevents the use of the "rear" yard pursuant to code. These situations are relatively unique to the property and should not be considered to establish a broader precedent.

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7. If the request is related to conditions that result from a land use, density, height, or other similar allowance resulting from changes in State law, the City Commission is not obligated to approve special exceptions made necessary by those changes to allow the project to meet other standards of the Longwood Development Code. The City Commission is not obligated to approve special exceptions made necessary by those changes to allow the project to meet other standards of the Longwood Development Code.

This section is not applicable to this request.

8. That the request is not self-imposed in such a manner that the applicant's argument is primarily based upon the fact that the action for which an exception is requested has already been completed.

This section is not applicable to this request.

Advertisements and public notices:

Special exceptions require the following:

- An advertisement within the local newspaper. An ad was posted in the Orlando Sentinel Newspaper on June 5, 2025.
- Public notice sent to property owners within 500 feet of the subject property. Staff sent out 4 letters on May 21, 2025.

The City has not received complaints regarding this proposal as of the writing of the agenda item. Should any complaints be received by Community Development, they will be provided to the Commission in advance of the meeting.

Budget Impact:

There is no anticipated budget impact with this item.

Recommendation:

The City Manager and Community Development Director recommend that the City Commission approve an exception to LDC 5.4.11(B) to allow outdoor storage in the legal front and side yards and LDC 5.3.3(G) to allow privacy screening associated with a chain link fence at 1100 Charles Street, and deny the request for an exception to LDC 5.3.3 (O) for barbed wire.

This approval is conditioned on the privacy screening being maintained in good working condition, free of extensive holes and wear. Should staff receive a complaint on the condition

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of the privacy screening, and only on the basis of a complaint, it shall be considered as a potential violation of the minimum property maintenance standards and processed accordingly.

REQUESTED MOTION/ACTION:

I move to approve a special exception for outdoor storage in the front and side yards and for privacy screening at 1100 Charles Street consistent with staff's recommendation and conditions, and to deny the request for barbed wire.

Prepared By:

Anjum Mukherjee, Senior Planner

Reviewed By:

William Watts, City Manager

Attachments:

1. 1100 Charles Street - Special Exception Application Packet