CITY OF APOPKA
DEVELOPMENT REVIEW COMMITTEE

DATE: **October 12, 2016**
TIME: **9:00 AM Development Review Committee Meeting**
LOCATION: **120 E. Main Street (Administration Conference Room – 1st Floor)**

I. Staff Comments on the following:

A. Special Events:

1. SGL Constructors Holiday Party
   Date: Sunday, December 11, 2016
   Time: 11:00 A.M. thru 4:00 P.M.
   Location: Amphitheater

2. Charlie Daniels – Get Off the Bus LLC.
   Date: March 17, 2017
   Time: 8:30 A.M. thru 11:00 P.M.
   Location: Amphitheater

B. Concept Plan: None
C. Site Plans: None
D. Subdivision/Plats:

3. Emerson North Townhomes — PR16-20
   Final Development Plan
   Location: 1701 Ocoee-Apopka Road
   Parcel No. 20-21-28-0000-00-001

4. Carriage Hill (FKA Rogers Road) (Re-Submittal) — PR16-16
   Preliminary Development Plan
   Parcel I.D. #29-20-28-0000-00-004
   Location: 2303 Rogers Road

E. Street Name Review: None
F. FLUM / Rezoning: None
G. Special Exception: None
H. Annexation:

5. 2016 Annexation Cycle No. 4

II. Other Business:

A. Public Hearing: None
B. Vacate/Variance: None
C. Request for Extension: None
D. Discussion: None
E. Peddlers Permit: None
F. Plan Final Review and Sign-off: **Projects at "Zoning Counter"**

Please direct any comments or questions concerning the items scheduled for this meeting to the Community Development Department at (407) 703-1739.

David B. Moon

David B. Moon, AICP,
Planning Manager

Backup material for agenda item:

1. SGL Constructors Holiday Party
   Date: Sunday, December 11, 2016
   Time: 11:00 A.M. thru 4:00 P.M.
   Location: Amphitheater

Special Events Permit

Applicants Information

Name of Applicant: _____ Phone: 407-623-6300

Address: 1551 SANDSPUR RD., STE 200 City: MAITLAND

ZIP: 32751 Email address: MARISA.DOLLINS@SKANSKA.COM

Secondary Contact: _____ Phone: _____

If Special Event is for an organization, please also complete below

Name of Organization: SGL CONSTRUCTORS

Tax Exempt: Yes: _____ No: X State of Florida Tax Number: _____

If claiming tax exemption a copy of 501-C3 and tax exemption certificates must be provided. Taxes will be charged if not provided.

Type of Event

Name of the Event: SGL CONSTRUCTORS HOLIDAY PARTY

Date(s) of the Event: 12/11/2016 Hours of Event: 11:00 AM-4:00 PM

Location of the Event: AMPHITHEATER

Does the location of the event take place on Public or Private Property? _____

Briefly describe the event and all activities that will occur during the event: _____

ICE SLIDE, FOOD TRUCKS, SANTA, TRAIN,

Expected attendance: 400

Will there be admission, vendor, participant or other fees: Yes: _____ No: X

Will you be serving alcohol: Yes: _____ No: X

*If yes for serving alcohol, you will be required to obtain approval from City Council. Upon final approval you will need to provide a copy of the liquor license.

Special Events Permit
(Continued)

Type of Event

Description of any equipment being used (Tents, Banners, Signs, Animals, Etc.): _____

ENTRANCE TENT, VERTITUBES AT ENTRY WAY, REINDEERS ON DISPLAY

Will you have any street, lane, or sidewalk closures? Yes:_____ No: X

If yes, explain: _____

Once your completed event permit is received the following will happen:

- The event calendar will be checked to make sure there are no conflicting events (if so, you will be notified immediately).
- Your application will be submitted and reviewed by DRC (Development & Review Committee).
- **If approved the event may require additional approval from the City Council if there are any street closures or alcohol sales.**
- If the location of the event takes place on City Property, you will be required to complete the Facility Use Agreement.
- You may be required to hire off-duty Apopka Police and Fire Fighters depending upon the size of the event.
- Temporary event signage will require a weekend directional sign permit from the Building Department.
- Any tents 200 square feet or larger will require the following:
  -Copy of Certificate of Flame Resistance for tent.
  -City Inspection Sheet signed by Fire/Building Department Officials
  -Copy of tent permit from Building Department
- Applicants must provide adequate restroom facilities during event.
- Meetings are scheduled, if need be, to solve any conflicts or concerns. A meeting will be required for events with more than 1,000 people in attendance.
- If approved, your final permit will be sent to you.
- You must have your final permit with you on the day of your event. If you don't provide it when asked, your event may be shut down.

For further information, to determine if the event location is in the City limits, or to inquire about special requirements for your event, please contact the Community Relations and Events Coordinator, at 407-703-1809, or visit us at 120 E. Main Street, 1st Floor, Apopka, Florida, Monday through Friday, 8:30 a.m. until 4:30 p.m.

HOLD HARMLESS AGREEMENT

I, SGL CONSTRUCTORS, on behalf of SGL CONSTRUCTORS, agree to indemnify and hold harmless the City of Apopka, its agents, employees or any other person against loss or expense including attorneys' fees, by reason of the liability imposed by law upon the City of Apopka except in the case of the City of Apopka's sole negligence, for damage because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons, or on account of damage to property arising out of or in consequence of the issuance of the permit or conduct of the assembly or any of its participants, in whole or in part, whether such injuries to persons or damage to property are due or claim to be due to any passive negligence of its employees or agents or any other person. It is further understood and agreed that SGL CONSTRUCTORS shall, at the option of the City of Apopka, defend the City of Apopka with appropriate counsel and shall further bear all costs and expenses, including the expense of counsel, in the defense of any suit arising hereunder.

SGL CONSTRUCTORS
PRINTED NAME OF APPLICANT

SIGNATURE OF APPLICANT

8/16/2016
DATE SUBMITTED

SGL CONSTRUCTORS HOLIDAY PARTY/12-11-16/AMPHITHEATER
EVENT NAME / EVENT DATE / LOCATION OF EVENT

STATE OF FLORIDA
COUNTY OF ORANGE

SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME THIS 16 DAY OF AUGUST, 2016 BY JAMES BROOKSHIRE WHO IS PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ AS IDENTIFICATION.

NOTARY PUBLIC SIGNATURE

NOTARY PUBLIC STATE OF FLORIDA
MARISA DOLLINS
MY COMMISSION # FF 144886
EXPIRES: July 24, 2018
Bonded Thru Budget Notary Services

MARISA DOLLINS
NOTARY PUBLIC PRINTED NAME

FOR OFFICIAL USE ONLY

DRC APPROVAL:_____ DATE:_____

DRC COMMENTS:

_____

_____

FIRE APPROVAL:_____ DATE:_____

FIRE COMMENTS:

_____

_____

POLICE APPROVAL:_____ DATE:_____

POLICE COMMENTS:

_____

_____

EVENTS APPROVAL:_____ DATE:_____

EVENTS COMMENTS:

_____

_____

RISK MANAGEMENT APPROVAL:_____ DATE:_____

RISK MANAGEMENT COMMENTS:

_____

_____

RECREATION APPROVAL:_____ DATE:_____

RECREATION COMMENTS:

_____

_____

CITY COUNCIL WILL CONSIDER THIS REQUEST SUBJECT TO APPLICANT MEETING ALL CITY REQUIREMENTS ON:

MEETING DATE:_____ APPROVED:_____ DENIED:_____

PERMIT FEE: $50.00 DATE PAID: _____ REC'D BY: _____ DATE EXEMPTED:_____

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 09/13/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

Holder Identifier :

PRODUCER	CONTACT NAME:
Aon Risk Services Northeast, Inc. New York NY Office 199 Water Street New York NY 10038-3551 USA	PHONE (A/C. No. Ext): (866) 283-7122 — FAX (A/C. No.): (800) 363-0105 E-MAIL ADDRESS:

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Skanska/Granite/Lane JV 1551 Sandspur Road Maitland FL 32751 USA	INSURER A: Hartford Fire Insurance Co.	19682
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 570063594544 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			12CSEQF9401	09/04/2014	02/18/2021	EACH OCCURRENCE	$2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$300,000
							MED EXP (Any one person)	$10,000
							PERSONAL & ADV INJURY	$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$4,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$4,000,000
	OTHER:							
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	
	ANY AUTO						BODILY INJURY (Per person)	
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	
	DED / RETENTION							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE / OTH-ER	
	ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE-EA EMPLOYEE	
							E.L. DISEASE-POLICY LIMIT	

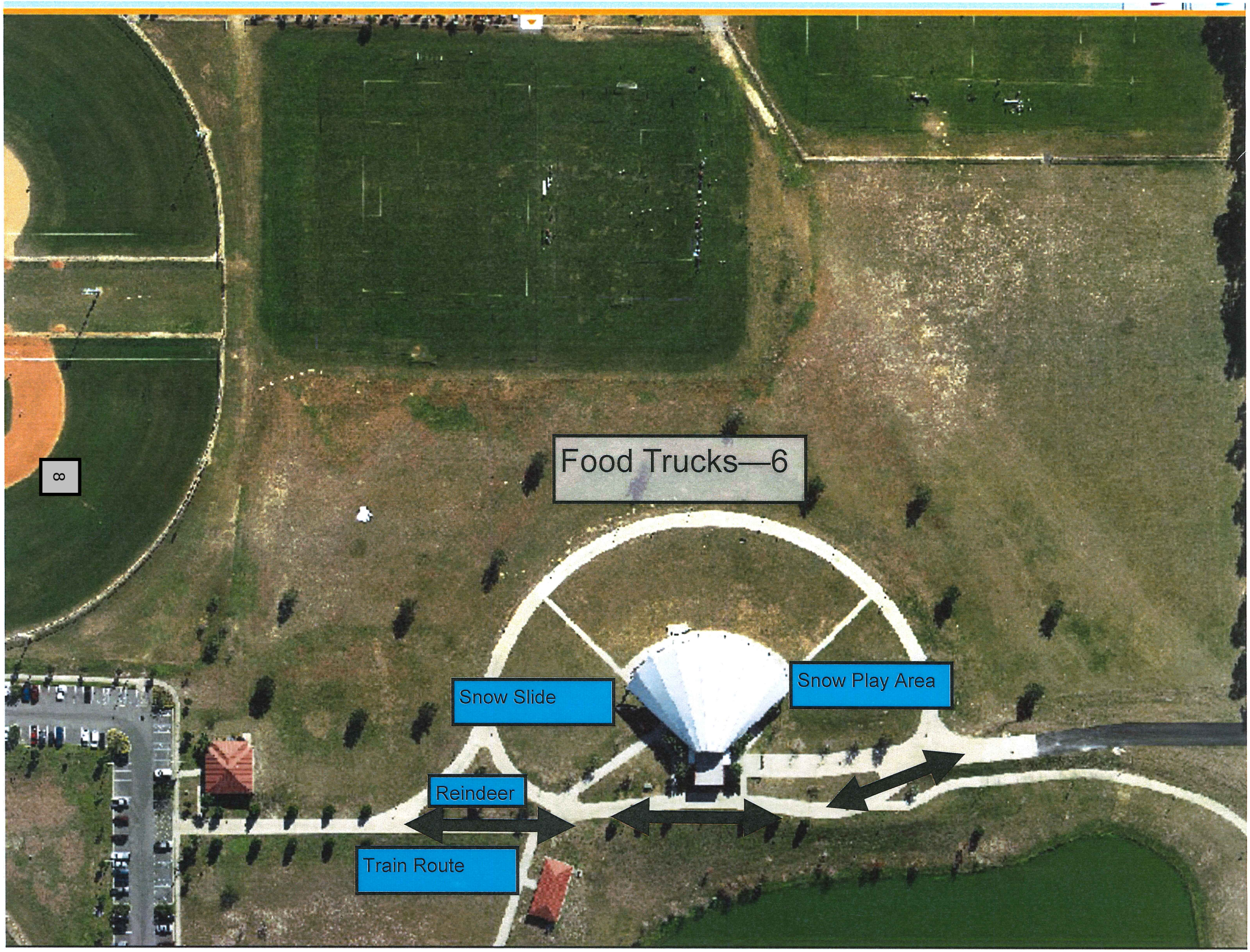
Certificate No : 570063594544

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: SGL Constructors Holiday Party, December 11, 2016 - Permit Purposes.
The City of Apopka is included as Additional Insured in accordance with the policy provisions of the General Liability policy.
A Waiver of Subrogation is granted in favor of The City of Apopka in accordance with the policy provisions of the General Liability policy.

CERTIFICATE HOLDER	CANCELLATION
City of Apopka Community Development Department 120 East Main Street, 2nd Floor Apopka FL 32703 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Aon Risk Services Northeast, Inc.

©1988-2015 ACORD CORPORATION. All rights reserved.


Food Trucks—6
Snow Slide
Snow Play Area
Reindeer
Train Route

City of Apopka

Special Events Permit Application

Point of Contact:

Sarah Ryan
City Events Coordinator
407-703-1809
SRyan@apopka.net

Special Events Permit Checklist

- ❑ Completed Special Event Permit Application.
- ❑ A site plan (MAP) or Parade/Race Route *MUST* be submitted with your application. Map must identify location of staging, tents, parking, barricades, vendors, and restrooms.
- ❑ A certificate of general liability insurance listing the "City of Apopka" as 'Additional Insured' must be submitted. Other insurance coverage may be required.
- ❑ A non-refundable application fee of $50.00 or completed application for waiver of permit fee is due when application is submitted.
- ❑ Letter from the property owner granting permission for use of their property.
- ❑ Signed and notarized hold harmless agreement.
- ❑ A list of all concessionaries and vendors (if applicable).
- ❑ Copies of flyers and advertisements (if applicable).

-All applications must be submitted 60 days prior to the event date.

-All required documentation must be attached with the application. A partial application submission will not be accepted.

Backup material for agenda item:

2. Charlie Daniels – Get Off the Bus LLC.
   Date: March 17, 2017
   Time: 8:30 A.M. thru 11:00 P.M.
   Location: Amphitheater

RECEIVED
OCT - 5 2016
by ct

Special Events Permit

Applicants Information

Name of Applicant: GET OFF THE BUS LLC Phone: 352-324-0272

Address: 52 CAMINO REAL City: HOWEY IN THE HILLS

ZIP: 34737 Email address: Joe.GETOFFTHEBUSCONCERTS@gmail.com

Secondary Contact: _____ Phone: _____

If Special Event is for an organization, please also complete below

Name of Organization: GET OFF THE BUS LLC

Tax Exempt: Yes: _____ No: X State of Florida Tax Number: _____

If claiming tax exemption a copy of 501-C3 and tax exemption certificates must be provided. Taxes will be charged if not provided.

Type of Event

Name of the Event: CHARLIE DANIELS

Date(s) of the Event: MARCH 17, 2017 Hours of Event: 8:30 AM – 11:00 PM

Location of the Event: AMPHITHEATER

Does the location of the event take place on Public or Private Property? PUBLIC

Briefly describe the event and all activities that will occur during the event: CONCERT, FOOD, BEVERAGES

Expected attendance: 1500 - 2000 ?

Will there be admission, vendor, participant or other fees: Yes: ✓ No: _____

Will you be serving alcohol: BY LICENSED VENDOR JB Yes: ✓ No: _____

*If yes for serving alcohol, you will be required to obtain approval from City Council. Upon final approval you will need to provide a copy of the liquor license.

Special Events Permit
(Continued)

Type of Event

Description of any equipment being used (Tents, Banners, Signs, Animals, Etc.): TENTS.

TABLES

Will you have any street, lane, or sidewalk closures? Yes:_____ No: X

If yes, explain: _____

Once your completed event permit is received the following will happen:

- The event calendar will be checked to make sure there are no conflicting events (if so, you will be notified immediately).
- Your application will be submitted and reviewed by DRC (Development & Review Committee).
- **If approved the event may require additional approval from the City Council if there are any street closures or alcohol sales.**
- If the location of the event takes place on City Property, you will be required to complete the Facility Use Agreement.
- You may be required to hire off-duty Apopka Police and Fire Fighters depending upon the size of the event.
- Temporary event signage will require a weekend directional sign permit from the Building Department.
- Any tents 200 square feet or larger will require the following:
  -Copy of Certificate of Flame Resistance for tent.
  -City Inspection Sheet signed by Fire/Building Department Officials
  -Copy of tent permit from Building Department
- Applicants must provide adequate restroom facilities during event.
- Meetings are scheduled, if need be, to solve any conflicts or concerns. A meeting will be required for events with more than 1,000 people in attendance.
- If approved, your final permit will be sent to you.
- You must have your final permit with you on the day of your event. If you don't provide it when asked, your event may be shut down.

For further information, to determine if the event location is in the City limits, or to inquire about special requirements for your event, please contact the Community Relations and Events Coordinator, at 407-703-1809, or visit us at 120 E. Main Street, 1st Floor, Apopka, Florida, Monday through Friday, 8:30 a.m. until 4:30 p.m.

HOLD HARMLESS AGREEMENT

I, Joe Bamford, on behalf of Get off the Bus, agree to indemnify and hold harmless the City of Apopka, its agents, employees or any other person against loss or expense including attorneys' fees, by reason of the liability imposed by law upon the City of Apopka except in the case of the City of Apopka's sole negligence, for damage because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons, or on account of damage to property arising out of or in consequence of the issuance of the permit or conduct of the assembly or any of its participants, in whole or in part, whether such injuries to persons or damage to property are due or claim to be due to any passive negligence of its employees or agents or any other person. It is further understood and agreed that Get off the Bus shall, at the option of the City of Apopka, defend the City of Apopka with appropriate counsel and shall further bear all costs and expenses, including the expense of counsel, in the defense of any suit arising hereunder.

Get off the Bus LLC / Joe Bamford
PRINTED NAME OF APPLICANT

SIGNATURE OF APPLICANT

9/27/16
DATE SUBMITTED

Charlie Daniels / Mar 17, 2017 / Amphitheater
EVENT NAME / EVENT DATE / LOCATION OF EVENT

STATE OF FLORIDA
COUNTY OF ORANGE

SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME THIS 27th DAY OF September, 2016 BY Joe Bamford, WHO IS PERSONALLY KNOWN TO ME OR HAS PRODUCED personally known AS IDENTIFICATION.

NOTARY PUBLIC SIGNATURE

Vicki Deloris Aldis
NOTARY PUBLIC PRINTED NAME

NOTARY PUBLIC STATE OF FLORIDA
VICKI DELORIS ALDIS
MY COMMISSION #FF117935
EXPIRES April 30, 2018
(407) 398-0153 FloridaNotaryService.com

FOR OFFICIAL USE ONLY

DRC APPROVAL:_____ DATE:_____

DRC COMMENTS:

_____

_____

FIRE APPROVAL:_____ DATE:_____

FIRE COMMENTS:

_____

_____

POLICE APPROVAL:_____ DATE:_____

POLICE COMMENTS:

_____

_____

EVENTS APPROVAL:_____ DATE:_____

EVENTS COMMENTS:

_____

_____

RISK MANAGEMENT APPROVAL:_____ DATE:_____

RISK MANAGEMENT COMMENTS:

_____

_____

RECREATION APPROVAL:_____ DATE:_____

RECREATION COMMENTS:

_____

_____

CITY COUNCIL WILL CONSIDER THIS REQUEST SUBJECT TO APPLICANT MEETING ALL CITY REQUIREMENTS ON:

MEETING DATE:_____ APPROVED:_____ DENIED:_____

PERMIT FEE: $50.00 DATE PAID: 10/5/16 REC'D BY: et DATE EXEMPTED:_____

Cash

Special Events Permit Checklist

- ❑ Completed Special Event Permit Application.
- ❑ A site plan (MAP) or Parade/Race Route *MUST* be submitted with your application. Map must identify location of staging, tents, parking, barricades, vendors, and restrooms.
- ❑ A certificate of general liability insurance listing the "City of Apopka" as 'Additional Insured' must be submitted. Other insurance coverage may be required.
- ❑ A non-refundable application fee of $50.00 or completed application for waiver of permit fee is due when application is submitted.
- ❑ Letter from the property owner granting permission for use of their property.
- ❑ Signed and notarized hold harmless agreement.
- ❑ A list of all concessionaries and vendors (if applicable).
- ❑ Copies of flyers and advertisements (if applicable).

-All applications must be submitted 60 days prior to the event date.

-All required documentation must be attached with the application. A partial application submission will not be accepted.

City of Apopka

Special Events Permit Application

Point of Contact:

Sarah Ryan
City Events Coordinator
407-703-1809
SRyan@apopka.net

Backup material for agenda item:

5. 2016 Annexation Cycle No. 4

CITY OF APOPKA DEVELOPMENT
REVIEW COMMITTEE REVIEW
DATE: October 12, 2016

EXHIBITS: Spread Sheet
Vicinity Map

PROJECT:
2016 ANNEXATION CYCLE NO.4

ADDITIONAL COMMENTS:

The proposed annexations are on the basis of the existing County Future Land Use and Zoning designations. The assignment of a City Future Land Use and Zoning designation will occur at a later date.

ORANGE COUNTY NOTIFICATION:
The JPA requires the City to notify the County 15 days prior to the first reading of any annexation ordinance. Notification will be sent to Orange County on October 14, 2016.

PUBLIC HEARING SCHEDULE:
November 2, 2016 (1:30pm) - City Council 1st reading
November 16, 2016 (7:00pm) - City Council 2nd reading & adoption

DULY ADVERTISED:
October 21, 2016 - 1/4 Page
October 28, 2016 - 1/4 Page
November 7, 2016 - Ordinance Heading

RECOMMENDED ACTION:

Approve proposed annexations.

G:\Shared\4020\PLANNING_ZONING\Annexations\2016 Cycle 4\DRC Annex Staff Report

EXHIBIT "A"
CITY OF APOPKA
2016 ANNEXATION CYCLE # 4

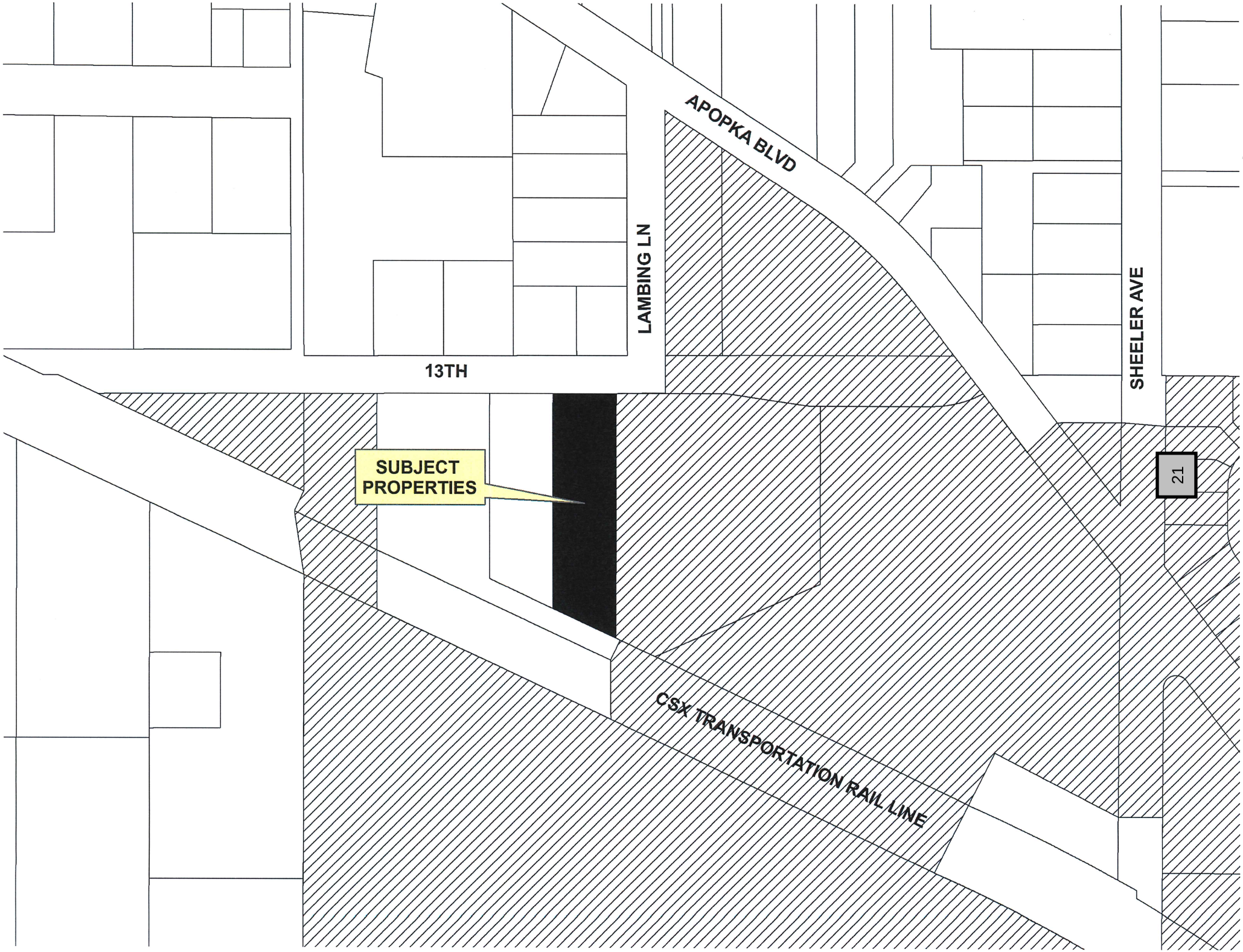
TOTAL ACRES: 3.52 +/-
ANNEXATION ORDINANCE NO.:

Adopted this 16th day of November, 2016

ORD. NO.	ITEM NO.	OWNER'S NAME	LOCATION	PARCEL NUMBER	ACRES +/-	EXISTING USE	FUTURE LAND USE (COUNTY)
	1	ADAMS BROTHERS CONSTRUCTION COMPANY, INC	644 EAST 13TH STREET 656 EAST 13TH STREET 738 EAST 13TH STREET	15-21-28-0000-00-044 15-21-28-0000-00-210 15-21-28-0000-00-142 15-21-28-0000-00-073	0.25 1.37 0.73 0.59 2.94	VACANT LAND SFR (1)	INDUSTRIAL
	2	SHIRLEY L. LITTLE LIFE ESTATE	17 W. OAK STREET	04-21-28-4836-00-680	0.58	SFR	LOW DENSITY REIDENTIAL MAX. 4DU/AC

20

hared\4020\PLANNING_ZONING\Annexations\2016 Cycle 4 Spreadsheet


APOPKA BLVD
LAMBING LN
13TH
SHEELER AVE
SUBJECT PROPERTIES
CSX TRANSPORTATION RAIL LINE
21

N LAKE AVE
W OAK ST
MAGNOLIA ST
N CENTRAL AVE