



CITY COMMISSION

REGULAR MEETING AGENDA

MONDAY, SEPTEMBER 28, 2026 - 6:30 PM

CITY HALL - COMMISSION CHAMBERS
1126 EAST STATE ROAD 434, WINTER SPRINGS, FLORIDA

CALL TO ORDER

Roll Call

Invocation

Pledge of Allegiance

Agenda Changes

AWARDS AND PRESENTATIONS

INFORMATIONAL AGENDA

PUBLIC INPUT

Anyone who wishes to speak during Public Input on any Agenda Item or subject matter will need to fill out a "Public Input" form. Individuals will limit their comments to three (3) minutes, and representatives of groups or homeowners' associations shall limit their comments to five (5) minutes, unless otherwise determined by the City Commission.

CONSENT AGENDA

300. Resolution 2026-12 Recognizing the Retirement of Deputy Chief Kevin Presley from the Police Department

[Resolution 2026-12 Presley Retirement.pdf](#)

301. IT Hardware Lease Agreement

302. Surplus Assets

[Surplus Assets 09.28.26.pdf](#)

303. Approval of the Minutes: Monday, September 14, 2026 City Commission Regular Meeting Minutes

[2026 09 14 City Commission Regular Meeting Minutes.pdf](#)

REGULAR AGENDA

400. Resolution 2026-19 Stormwater Pond Classification and Maintenance Policy

[Resolution NO. 2026-19 Winter Springs Stormwater Pond Classification FINAL 9.22.26.pdf](#)

401. Matters Related to Boards and Committees

402. New Business

PUBLIC HEARINGS AGENDA

Pursuant to F.S. § 286.0115, if the mayor or any city commissioner receives and/or sends ex parte communications regarding any application filed with the city, the mayor or any city commissioner must publicly disclose such communications before or during the hearing at which a vote is taken on the quasi-judicial matter, so that persons who have opinions contrary to those expressed in the ex parte communications are given a reasonable opportunity to refute or respond to the communications.

500. 1626 Wood Duck Drive – Accessory Dwelling Unit (Conditional Use)
[1626 Wood Duck Dr ADU CC 9.28.2026 PP.pdf](#)
[Wood Duck Dr ADU Staff Report CC 9.28.2026 FINAL.pdf](#)
[CADU-2026-0005 Property Card.pdf](#)
[CADU-2026-0005 Elevation Certificate.pdf](#)
[CADU-2026-0005 Site Plan Cover Sheet C1.pdf](#)
[CADU-2026-0005 Site Plan.pdf](#)
[1626-WOOD DUCK-DR-1626 Wood Duck Dr - Parking for ADU-Site Plan_v1.pdf](#)
[CADU-2026-0005 - Application.pdf](#)
[1626 Wood Duck Declaration of Restrictions.pdf](#)
501. Second Reading of Ordinance 2026-07 Town Center District T5 Transect Setbacks
[Ordinance No. 2026-07 T5 Setbacks.pdf](#)
[2026 09 17 Ordinance 2026-07 \[Second Reading\].pdf](#)
[2026 09 17 Ordinance 2026-07 Affidavit \[Second Reading\].pdf](#)
[Ord. 2026-07 Business Impact Statement v2.pdf](#)
502. Final Millage Rate for Fiscal Year 2026-2027
[Resolution_2026-17_Adopting_Final_Millage_Rate.pdf](#)
503. Final Budget for Fiscal Year 2026-2027
[Resolution_2026-18_Adopting_Final_Budget.pdf](#)

REPORTS

600. City Manager Kevin A. Sweet
601. City Attorney Anthony A. Garganese
602. City Clerk Erin O'Donnell
603. Seat One Commissioner Paul Diaz
604. Seat Two Commissioner Victoria Bruce
605. Seat Three Commissioner Sarah Baker
606. Seat Four Commissioner/Deputy Mayor Cade Resnick
607. Seat Five Commissioner Mark Caruso
608. Mayor Kevin McCann

PUBLIC INPUT

Anyone who wishes to speak during Public Input on any Agenda Item or subject matter will need to fill out a "Public Input" form. Individuals will limit their comments to three (3) minutes, and representatives of groups or homeowners' associations shall limit their comments to five (5) minutes, unless otherwise determined by the City Commission.

ADJOURNMENT

PUBLIC NOTICE

This is a Public Meeting, and the public is invited to attend and this Agenda is subject to change. Please be advised

that one (1) or more Members of any of the City's Advisory Boards and Committees may be in attendance at this Meeting, and may participate in discussions.

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City of Winter Springs at (407) 327-1800 "at least 48 hours prior to meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26 *Florida Statutes*.

"If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based" - per Section 286.0105 *Florida Statutes*.



CONSENT AGENDA ITEM 300

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

Resolution 2026-12 Recognizing the Retirement of Deputy Chief Kevin Presley from the Police Department

SUMMARY

Deputy Chief Kevin Presley began his distinguished law enforcement career with the Winter Springs Police Department in November 1995 as a Patrol Officer. Throughout more than three decades of service, he demonstrated an unwavering commitment to the citizens of Winter Springs, the members of the Winter Springs Police Department, and the law enforcement profession.

Deputy Chief Presley served in, and provided leadership and supervision within, every bureau of the Winter Springs Police Department, gaining a span of experience and knowledge that made him an invaluable asset to the organization. Through his leadership, motivation, professionalism, and dedication, he earned successive promotions throughout his career, serving as Support Services Captain, Operations Captain, Criminal Investigations Captain, Patrol Lieutenant, and overseeing the Department's Professional Standards function only to mention a few.

He also served over five years in an undercover capacity with the City County Investigative Bureau (CCIB), representing the Winter Springs Police Department with distinction while conducting complex and sensitive investigations.

Deputy Chief Presley was a founding member of the Winter Springs Police Department's Special Weapons and Tactics (SWAT) Team, proudly serving for twenty years and ultimately rising to the position of SWAT Team Commander. During his tenure on the SWAT Team, he participated in and successfully executed hundreds of high-risk operations, including high-risk search warrants, arrest warrants, vehicle takedowns, barricaded-subject incidents, large-scale land searches, waterborne operations, and hostage rescue operations.

He distinguished himself as a highly skilled tactician who consistently remained calm and decisive under pressure, demonstrating exceptional judgment, leadership, and professionalism during some of the most challenging and dangerous circumstances faced by law enforcement officers.

Deputy Chief Presley also possesses numerous instructor-level certifications and played an instrumental role in advancing the training capabilities and professional development of the Winter Springs Police Department, helping elevate the Department's training programs to a higher standard of excellence.

Throughout his career, he has been recognized for exceptional service and performance, receiving numerous commendations and awards, including multiple Life Saving Awards, Meritorious Action Awards, Police Duty Medals, Investigator of the Year, Unit Citations, and the Chief's Award of Excellence.

Deputy Chief Presley has consistently exemplified the highest standards of courage, integrity, leadership, dedication, and service, serving as a mentor and role model to generations of officers and supervisors who had the privilege of working alongside him. His career has been defined not only by the positions he held or the awards he received, but by the countless lives he impacted, the officers he mentored, the citizens he served, and the lasting contributions he made to the Winter Springs Police Department.

After more than thirty years of dedicated and honorable service, Deputy Chief Kevin Presley concludes his career with the Winter Springs Police Department, leaving behind a legacy of professionalism, leadership, courage, and an enduring commitment to the City of Winter Springs.

The police department and City expresses its sincere appreciation to Deputy Chief Presley for his extraordinary contributions to the Winter Springs Police Department, his commitment to excellence, and his unwavering dedication to the law enforcement profession. His career and service stand as an example of the highest traditions of public service, and his legacy will continue to influence the men and women of the Winter Springs Police Department for years to come.

The City extends its heartfelt congratulations to Deputy Chief Kevin Presley on his retirement and wishes him and his family continued success, happiness, good health, and fulfillment in the years ahead.

FUNDING SOURCE

RECOMMENDATION

Staff request the Commission review and approve Resolution 2026-12 to be presented to Deputy Chief Kevin Presley at the next scheduled Commission meeting.

RESOLUTION 2026-12

A RESOLUTION OF THE CITY OF WINTER SPRINGS, FLORIDA RECOGNIZING DEPUTY CHIEF KEVIN PRESLEY FOR OVER 30 YEARS OF DEDICATED SERVICE AS AN EMPLOYEE OF THE CITY OF WINTER SPRINGS; AND EXPRESSING OUR APPRECIATION ON BEHALF OF THE CITIZENS OF THE CITY OF WINTER SPRINGS; AND PROVIDING FOR AN EFFECTIVE DATE.

Whereas, Deputy Chief Kevin Presley has provided the residents of the City of Winter Springs with over 30 years of exceptional, dedicated, and distinguished service advancing through nearly every bureau and earning numerous commendations for his leadership, professionalism, and dedication since joining the Police Department in November 1995; and

Whereas, Deputy Chief Kevin Presley served as a founding member and longtime commander of the SWAT Team, playing a critical role in hundreds of high-risk operations and significantly enhancing the department's training and investigative capabilities. His retirement marks the conclusion of a remarkable career defined by courage, integrity, mentorship, and lasting contributions to the City of Winter Springs.

Whereas, Deputy Chief Kevin Presley served this City with distinction and honor for nearly 31 years and will retire from service with the City of Winter Springs on October 16, 2026.

Now therefore, be it Resolved by the City Commission of the City of Winter Springs, Florida as follows:

Section I – Upon the occasion of Deputy Chief Kevin Presley retirement, the Mayor and Commission, City Manager, and City Staff, wish to recognize and honor him for his excellent level of distinguished service to the residents of Winter Springs through his 31 years of exemplary service.

Section II – That the Resolution commending the services of Deputy Chief Presley be recorded upon the official Public Records and Minutes of the City Commission of the City of Winter Springs, Florida

Section III – That a copy of the Resolution be forwarded to Deputy Chief Presley with our sincerest and heartfelt thanks and appreciation for his numerous and valued important contributions.

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE
CITY OF WINTER SPRINGS, FLORIDA IN A REGULAR MEETING
ASSEMBLED ON SEPTEMBER 28, 2026

In witness whereof, I have hereunto by my hand and caused the seal to be affixed.

KEVIN McCANN, MAYOR

ATTEST:

ERIN O'DONNELL, CITY CLERK

**Kevin McCann
Mayor**

**Paul Diaz
Commissioner**

**Victoria Bruce
Commissioner**

**Sarah Baker
Commissioner**

**Cade Resnick
Commissioner**

**Mark Caruso
Commissioner**



CONSENT AGENDA ITEM 301

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

IT Hardware Lease Agreement

SUMMARY

Equipment and software specifications and details are confidential and exempt from public records disclosure under § 119.0725, Florida Statutes which exempts network schematics, hardware and software configurations, and encryption information. The Commission can receive additional information about this proposed purchase from the City Manager's Office.

FUNDING SOURCE

Funding for this purchase is budgeted in the tentative FY 2027 budget.

RECOMMENDATION

Staff recommends the City Commission approve the execution of an IT system lease for multi-year terms not to exceed cost of \$92,000 for 63 months. Staff is recommending authorization to utilize State Contracts and to authorize the City Manager and City Attorney to sign any and all documents required to complete the execution of this lease agreement.



CONSENT AGENDA ITEM 302

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

Surplus Assets

SUMMARY

The attached surplus asset list details fixed assets that no longer function or are needed and will be disposed of according to the City fixed asset procedure.

FUNDING SOURCE

RECOMMENDATION

Staff recommends the Commission authorize the disposition of surplus assets according to the attached summary sheet.

Comission Date	Surplus Assets	Methods of Disposal
9/28/2026		1 - Auction/Sale 2 - eWaste 3 - Destroy 4 - Salvage 5 - Trade-in
		6 - Totaled/Accident 7 - Lost 8 - Stolen 9 - Donated 10 - Transfer

Department	Description	Asset #	Acquisition Date	Original Cost	Method of Disposal
CITYHALL	2014 FORD ESCAPE	302077	10/31/2014	\$19,500.00	1
PARKS	2004 FORD F-150	300053	2/27/2004	\$14,729.00	1
PARKS	1999 FORD F-150	307660	6/30/1999	\$18,989.85	1
POLICE	2012-FORDEXPLORER- 021	301983	1/17/2013	\$27,775.08	1
POLICE	2007- CHEVY SILVERADO-3500	301689	2/13/2007	\$23,065.00	1
POLICE	2012 Chevy Colorado	301952	5/3/2012	\$17,613.48	1
POLICE	2016 Ford Explorer	302127	9/15/2015	\$26,807.00	1
PUBLIC WORKS	1999- Ford- F-450 flat bed	307634	5/10/2004	\$0.01	1
URBAN BEAUT	2006 FORD F-150	300612	7/18/2006	\$17,060.00	1
Utility	1995 ford F-450	307765	2/12/1996	\$19,288.00	1
Utility	JOHN DEERE- GATOR	304005	7/6/2018	\$7,105.15	1
Utility	BUSH HOG- BH27	303667	6/17/2015	\$3,567.00	1
Utility	CUMMINS GENERATOR	2153	10/1/1988	\$53,190.30	1
Utility	KOHLER GENERATOR	5942	9/7/2001	\$2,500.00	1
Utility	G333-CATEPILLAR GENERATOR	2158a	6/1/1988	\$45,500.00	1
Information Services	OptiPlex 7010	306001	4/25/2014	\$1,188.63	9, 1 or 2
Information Services	OptiPlex 7010	306021	5/23/2014	\$1,078.72	9, 1 or 2
Information Services	OptiPlex 7010	306022	4/1/2014	\$1,252.30	9, 1 or 2
Information Services	OptiPlex 7010	303314	9/16/2011	\$1,338.77	9, 1 or 2
Information Services	OptiPlex 7040	303722	3/4/2016	\$1,069.78	9, 1 or 2
Information Services	OptiPlex 7010	306001	4/25/2014	\$1,188.63	9, 1 or 2
Information Services	Precision 3440	304021	4/20/2021	\$1,031.44	9, 1 or 2
Information Services	Latitude 5420	304057	10/9/2021	\$891.00	9, 1 or 2
Information Services	Precision 3560	304045	8/12/2021	\$1,510.80	9, 1 or 2
Information Services	Latitude 5420	304051	7/12/2021	\$816.00	9, 1 or 2
Information Services	Latitude 5420	304076	5/1/2022	\$2,415.00	9, 1 or 2
Information Services	Latitude 5490	303885	2/15/2019	\$972.40	9, 1 or 2
Information Services	Latitude 5490	303879	2/15/2019	\$972.40	9, 1 or 2
Information Services	Latitude 5490	303883	2/15/2019	\$972.40	9, 1 or 2
Information Services	Precision 3570	304110	3/23/2023	\$1,358.00	9, 1 or 2
Information Services	Precision 3570	304111	3/23/2023	\$1,358.00	9, 1 or 2
Information Services	Precision 3560	304058	11/4/2021	\$2,730.00	9, 1 or 2
Information Services	Latitude 5420	304061	11/21/2021	\$816.00	9, 1 or 2
Information Services	OptiPlex 7470 AiO	303966	3/4/2020	\$837.39	9, 1 or 2
Information Services	OptiPlex 7470 AiO	303952	5/22/2020	\$834.39	9, 1 or 2
Information Services	OptiPlex 7470 AiO	303964	3/4/2020	\$837.39	9, 1 or 2
Information Services	Panasonic Toughbook CF-53	302175	12/4/2015	\$3,056.01	9, 1 or 2
Information Services	Stancil voice logging recorder	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2

Department	Description	Asset #	Acquisition Date	Original Cost	Method of Disposal
Information Services	Dell PowerEdge R200	300892	7/11/2008	\$1,718.46	9, 1 or 2
Information Services	HP ProLiant DL360 Gen9	303814	8/18/2017	\$19,774.00	9, 1 or 2
Information Services	Sonicwall NSA 3600	303833	9/22/2017	\$7,720.27	9, 1 or 2
Information Services	Sonicwall NSA 3600	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Cisco ATA 187	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Cisco ATA 187	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Apple iPad	303261	4/30/2011	\$0.00	9, 1 or 2
Information Services	Apple Ipad	303748	8/26/2016	\$0.01	9, 1 or 2
Information Services	Apple Ipad	303745	8/26/2016	\$0.01	9, 1 or 2
Information Services	Apple Ipad	303682	8/26/2016	\$0.01	9, 1 or 2
Information Services	Apple Ipad	303747	8/26/2016	\$0.01	9, 1 or 2
Information Services	Apple Ipad	303746	8/26/2016	\$0.01	9, 1 or 2
Information Services	Dell Monitor P2314Ht	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2314Ht	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2317H	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2217h	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2217h	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2314Ht	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2314Ht	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor E2214HB	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor E2214HB	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P1905F	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2312HT	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2018H	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2312HT	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2217h	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2312HT	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Dell Monitor P2212HB	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	HP OfficeJet 3830	300609	4/17/2006	\$1,243.85	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2
Information Services	Panasonic DockingStation CF-VEB541	N/A - Controlled Asset	N/A - Controlled Asset	N/A - Controlled Asset	9, 1 or 2



CONSENT AGENDA ITEM 303

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

Approval of the Minutes: Monday, September 14, 2026 City Commission Regular Meeting Minutes

SUMMARY

FUNDING SOURCE

RECOMMENDATION

Staff recommends the Commission review and approve the Monday, September 14, 2026 City Commission Regular Meeting minutes as presented.



CITY COMMISSION

REGULAR MEETING MINUTES
MONDAY, SEPTEMBER 14, 2026

CITY HALL – COMMISSION CHAMBERS
1126 EAST STATE ROAD 434, WINTER SPRINGS, FLORIDA

CALL TO ORDER

Mayor Kevin McCann called the Regular Meeting of Monday, September 14, 2026, of the City Commission to order at 6:31 p.m. in the Commission Chambers of the Municipal Building (City Hall, 1126 East State Road 434, Winter Springs, Florida 32708).

Roll Call:

Mayor Kevin McCann, present
Deputy Mayor Cade Resnick, present
Commissioner Paul Diaz, present
Commissioner Victoria Bruce, present
Commissioner Sarah Baker, present
Commissioner Mark Caruso, present

City Manager Kevin Sweet, present
City Attorney Anthony Garganese, present
City Clerk Erin O'Donnell, present

The invocation was led by Pastor Kyle Stewart, followed by the Pledge of Allegiance.

Mayor McCann asked if there were any changes to the agenda. City Clerk O'Donnell noted that New Business had been inadvertently omitted from the posted agenda. The Commission agreed to proceed without the item, and the agenda was adopted as presented.

AWARDS AND PRESENTATIONS

100. Not Used

INFORMATIONAL AGENDA

200. 2026 Election Proclamation

No discussion.

201. 2026 Qualifying Period Results - November 3, 2026 General Municipal Election

No discussion.

PUBLIC INPUT

Mayor McCann opened Public Input.

Ronald Hartman, a Casselberry resident whose daughter attends Winter Springs Elementary School, addressed the Commission regarding safety hazards along Bell Avenue, including multiple incidents involving vehicles and missing

sidewalk infrastructure. He requested the Commission initiate a traffic and speed study on Bell Avenue. Mayor McCann indicated the Police Chief would follow up with Mr. Hartman.

David Bear, a Winter Springs resident, expressed concern that the individual selected to deliver the invocation had previously made public statements disparaging a portion of the City's population and requested the Commission be more thoughtful in future invocation selections.

Leah Weisman, a Winter Springs resident and member of the Parks Advisory Committee member, raised concerns regarding ADA accessibility deficiencies at the city's park bathrooms recently renovated, including missing grab bars, improperly placed fixtures, and inadequate access for strollers and wheelchairs. Mayor McCann requested City Manager Kevin Sweet confirm the city is meeting all federally mandated ADA requirements.

Maurice Kaprow, a Winter Springs resident and speaking as a member on behalf of the Code Enforcement Board, addressed the Commission in advance of Item 501, urging the Commission to retain the volunteer Code Enforcement Board rather than transition to a Special Magistrate model. Speaking on behalf of the board, he stated that its members are willing to meet as needed, value due process and provide compassion in individual cases, and believe the existing structure provides a more community-based approach while avoiding additional expense to the City.

Robert Miller, a Winter Springs resident and former City Commissioner, requested the installation of a flashing school zone light on SR 434 and noted ongoing code enforcement disparities between the eastern and western portions of the City.

Sheila Benton, a Winter Springs resident, offered remarks responding to the prior speaker's invocation-related comments and urged the Commission to hold itself to the same standard of accountability it applies to community members.

Gina Shafer, a Winter Springs resident and speaking on behalf of the Winter Springs Village HOA, publicly thanked City staff member Brian Dunigan for tree trimming work in her development. She then commended MacDonald Family EyeCare as a local business from her recent visit and encouraged Commissioners to actively promote Winter Springs businesses in their reports. Finally, she mentioned that a recent meeting of City of Oviedo regarding Amendment 3 was informative and encouraged the Commission to watch their perspective while also thanking those who serve as part of the Chaplain Program for their charitable service to the City.

Mayor McCann closed Public Input.

CONSENT AGENDA

300. Hurricane Milton NRCS Emergency Watershed Protection (EWP) Grant Administration-Change Order No. 1

No discussion.

301. Resolution 2026-14 Defined Benefit Plan Restatement

No discussion.

302. FY 2025-2026 Community Development Department General Engineering Support Services Purchase Order No. 2026-00000228-Change Order No. 2

No discussion.

303. Approval of the Minutes: Monday, August 24, 2026 City Commission Regular Meeting

No discussion.

MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION BY DEPUTY MAYOR RESNICK. SECONDED BY COMMISSIONER BRUCE.

VOTE: DIAZ (NAY); BRUCE (AYE); BAKER (AYE); RESNICK (AYE); CARUSO (AYE)

MOTION CARRIED: 4-1.

PUBLIC HEARINGS AGENDA

400. Tentative Millage Rate for Fiscal Year 2026-2027 and Related Advertising

Finance Director Holly Queen presented Resolution 2026-15, which establishes the tentative operating millage rate for Fiscal Year 2026-2027. The millage cap had been set at 2.6200 mills on July 13, 2026. On August 10, 2026, City Manager Kevin Sweet subsequently presented the revised tentative budget at the computed rollback rate of 2.5160 mills which represents a reduction of approximately \$400,000 in ad valorem revenue. The resolution also authorizes advertisement of the final budget hearing scheduled for September 28, 2026 at 6:30 PM.

Mayor McCann opened Public Input for Item 400.

Sheila Benton, a Winter Springs resident, questioned the source of funding for unrelated expenditures given the revenue reduction. She urged the Commission to consider whether lowering the rate now could create challenges in addressing future projects and obligations.

City had been too reluctant to raise revenue to support core services and long-term needs, arguing that operating costs continue to rise and the city should prioritize adequately funding services and community upkeep.

Robert Miller, a Winter Springs resident and former City Commissioner, stated the City has been too reluctant to raise revenue to support core services and long-term needs, arguing that operating costs continue to rise and urged the City to prioritize services and overall higher community quality rather than focusing primarily on avoiding tax increases for political appeal.

Art Gallo, a Winter Springs resident, reiterated his opposition to the millage reduction and urged the Commission to pass the budget to ensure fiscal continuity and noted the practical necessity of achieving a 3-to-2 vote at the rollback rate. He also urged broader public discussion of the potential impacts of the pending homestead exemption amendment.

Gina Shafer, a Winter Springs resident, stated she opposed the rate reduction, characterizing it as an election-year decision. She said the City still has many unmet needs and urged officials to prioritize current work over reelection concerns.

Mayor McCann closed Public Input for Item 400.

Deputy Mayor Resnick clarified that utility funds, which support water, wastewater, and stormwater infrastructure, are not affected by the millage reduction. The reduction applies to the general fund and will most directly impact the police department. Commissioner Caruso noted that Lake Mary holds the lowest millage rate in Seminole County when fire services are included, correcting prior characterizations. Commissioner Diaz stated

his support for the rollback rate as consistent with his campaign commitments, advocating for smaller government and a reduced tax burden on residents.

MOTION TO ADOPT RESOLUTION 2026-15 ESTABLISHING THE FISCAL YEAR 2026-2027 OPERATING MILLAGE RATE FOR THE CITY OF WINTER SPRINGS AT 2.5160 MILLS, PUBLICLY ANNOUNCING THAT THE TENTATIVE OPERATING MILLAGE RATE OF 2.5160 MILLS IS THE COMPUTED ROLLBACK RATE, AND AUTHORIZING ADVERTISEMENT OF THE CITY'S INTENT TO HOLD PUBLIC HEARINGS TO ADOPT THE FINAL MILLAGE RATE AND BUDGET. MOTION BY DEPUTY MAYOR RESNICK. SECONDED BY COMMISSIONER BAKER.

VOTE: BRUCE (AYE); BAKER (AYE); RESNICK (AYE); CARUSO (NAY); DIAZ (NAY)

MOTION CARRIED: 3-2.

401. Tentative Budget for Fiscal Year 2026-2027 and Related Advertising

Finance Director Holly Queen presented Resolution 2026-16, establishing the tentative budget for Fiscal Year 2026-2027. The citywide tentative budget by fund reflects proposed expenditures as follows: General Fund \$27,006,957; Other Governmental Funds \$19,248,526; and Enterprise Funds \$70,291,115. The final budget hearing is scheduled for September 28, 2026 at 6:30 PM.

Commissioner Bruce questioned several budget line items, including revenue changes, attorney fee allocations, subscriptions, travel, and proposed facility improvements. Director Queen and City Manager Kevin Sweet responded to each question, clarifying that the subscription licensing variance relates to a GASB-compliant amortization structure, that the lobby remodel would be funded through the building services fund, and that the SR 434 facade work was needed because of deteriorating structural conditions.

Mayor McCann encouraged addressing detailed budget questions through prior meetings and workshops rather than the day of voting. Commissioner Diaz opposed the budget as presented and advocated for a lower budget and millage rate.

Mayor McCann opened Public Input for Item 401.

Maurice Kaprow, a Winter Springs resident, objected to funding a Special Magistrate in the tentative budget and urged removal of that line item as an unnecessary expense while the volunteer board remains in place.

Robert Miller, a Winter Springs resident former City Commissioner, spoke in support of the current tax system, noting that cities rely on taxation to fund services and that Winter Springs residents generally receive good value. He urged commissioners who favor a different approach to the budget process present it well before future budget hearings are scheduled to be voted on.

Rimi Rivera, a Winter Springs resident, had questions for the Commission concerning the budget and impacts of Amendment 3 on the budget. Mayor McCann encouraged him to follow up with him directly in a more appropriate venue for questions.

Art Gallo, a Winter Springs resident, urged passage of the budget and recommended the Commission consider improving its budget review process to allow for clearer priorities sooner. He reiterated his request for the City to still consider holding public forums on the impacts of Amendment 3 in response to the concerns of the previous speaker.

Mayor McCann closed Public Input for Item 401.

MOTION TO APPROVE RESOLUTION 2026-16 ESTABLISHING THE TENTATIVE BUDGET FOR THE CITY OF WINTER SPRINGS FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2026 AND ENDING SEPTEMBER 30, 2027, AND AUTHORIZING ADVERTISEMENT OF THE CITY'S INTENT TO HOLD PUBLIC HEARINGS TO ADOPT THE FINAL MILLAGE RATE AND BUDGET. MOTION BY DEPUTY MAYOR RESNICK. SECONDED BY COMMISSIONER BAKER.

VOTE: BAKER (AYE); RESNICK (AYE); CARUSO (NAY); DIAZ (NAY); BRUCE (AYE)

MOTION CARRIED: 3-2.

The Mayor noted that a second and final vote on the budget which is required by law will be held at the next Commission meeting.

402. First Reading of Ordinance 2026-07 Town Center District TS Transect Setbacks

MOTION BY COMMISSIONER RESNICK TO READ BY TITLE ONLY. MOTION PASSED WITH UNANIMOUS CONSENT.

City Attorney Garganese read Ordinance 2026-07 by title and Community Development Director Terrilyn Rolle presented Ordinance 2026-07, which amends setback requirements in the Town Center District Transect T5 Urban Center Zone.

Director Rolle explained three areas of amendment: (1) the addition of townhome-specific setback standards within T5, as existing setbacks established for T3 and T4 are not appropriately scaled for townhome development; (2) amendment of front and principal plane setbacks from a minimum of 25 feet to a standard that also accounts for adjacency to developed or vacant lots, up to a maximum of 50 feet; and (3) clarification of how setback standards apply when adjacent lots are vacant. Commissioner Bruce expressed support for the change, noting it addresses prior confusion regarding maximum setback requirements.

Mayor McCann opened Public Input for Item 402.

Sheila Benton, a Winter Springs resident, requested that the Commission consider potential flooding impacts before approving changes to setback requirements, citing a history of development-related flooding in the City.

Mayor McCann closed Public Input for Item 402.

MOTION TO APPROVE STAFF RECOMMENDATIONS FOR ITEM 402. MOTION BY DEPUTY MAYOR RESNICK. SECONDED BY COMMISSIONER BRUCE. NO DISCUSSION.

VOTE: RESNICK (AYE); CARUSO (AYE); DIAZ (AYE); BRUCE (AYE); BAKER (AYE)

MOTION CARRIED: 5-0.

REGULAR AGENDA

500. Matters Related to Boards and Committees

Oak Forest Wall and Beautification District:

DEPUTY MAYOR RESNICK MOVED TO APPOINT TIMOTHY ORF TO THE OAK FOREST WALL AND BEAUTIFICATION DISTRICT. COMMISSIONER CARUSO SECONDED. THE MOTION CARRIED UNANIMOUSLY.

COMMISSIONER BRUCE SUBSEQUENTLY MOVED TO APPOINT DAN FINLEY TO THE OAK FOREST WALL AND BEAUTIFICATION DISTRICT AS A REAPPOINTMENT. COMMISSIONER CARUSO SECONDED. THE MOTION CARRIED UNANIMOUSLY.

Tuscawilla Lighting and Beautification District (TLBD):

DEPUTY MAYOR RESNICK MOVED TO REAPPOINT DENNIS JONES TO SEAT 5 OF THE TUSCAWILLA LIGHTING AND BEAUTIFICATION DISTRICT ADVISORY COMMITTEE. COMMISSIONER BAKER SECONDED. THE MOTION CARRIED UNANIMOUSLY.

Seat 1, previously held by Ellen Paul whose term expired, was not filled at this meeting.

Code Enforcement Board: Commissioner Baker stated she had informed the at-large seat incumbent, Miguel Martin, that she would not make an appointment to that seat until after the Commission discussed the Special Magistrate item. It was agreed to revisit the appointment following that discussion.

Parks and Recreation and Mobility Advisory Committee: Commissioner Baker asked to halt any appointments for this board due to previous discussion of the potential sunseting of the committee. City Manager Kevin Sweet concurred due to the absence of a strategic plan and outcome of Amendment 3 budget uncertainties, as no new park expenditures are anticipated in the near term. The Commission agreed to bring the matter back as a future agenda item.

Following the conclusion of Item 501 (Implementation of Special Magistrate), the Commission returned to the Code Enforcement Board appointment.

COMMISSIONER BAKER MOVED TO REAPPOINT MIGUEL MARTIN TO THE CODE ENFORCEMENT BOARD. SECONDED BY COMMISSIONER BRUCE. MOTION PASSED WITH UNANIMOUS CONSENT.

The remaining Code Enforcement Board and Parks and Recreation committee appointments will be tabled at a future meeting to allow Commissioners additional time to review applications and have further discussions on the status of the committees.

501. Discussion on implementing a Special Magistrate for Code Enforcement Hearings

Police Chief Matthew Tracht presented the item, opening with an acknowledgment of the Code Enforcement Board's long service to the City. Chief Tracht outlined that under Florida law municipalities may utilize either a citizen code enforcement board or a special magistrate for code enforcement adjudication. He cited the following considerations in favor of a magistrate model: greater scheduling flexibility, more consistent and streamlined process, clearer separation between policymaking and adjudication, and safety concerns for volunteer board members who exercise significant quasi-judicial authority over their neighbors. Chief Tracht stated that the budgeted cost of \$10,000 for a magistrate could be offset by code enforcement fines and forfeitures, and that all existing due process protections would be preserved. He acknowledged that majority of municipalities in Seminole County currently use the magistrate model.

Commissioner Bruce asked about the continued need for outside counsel attendance, appointments of magistrates throughout the state, and gave comment regarding changes in public records laws identifying the complainants. Deputy Mayor Resnick expressed his uncertainty about the change, valuing the human element that community volunteers bring to the process and noting that the issue appeared to be driven in part by a single contentious case in recent years. Commissioner Baker acknowledged the merits of both models but cited concerns about inconsistency in case outcomes and suggested that a magistrate would maintain better records. Mayor

McCann emphasized that code enforcement fines should not be viewed as a revenue mechanism and that the timing of hearings during daytime hours, if a magistrate were adopted, would represent a meaningful change on the staff level. City Attorney Anthony Garganese clarified in response to questions from the Commission that because they do not adjudicate code enforcement cases, the Commission's role in the Board is limited to policymaking only. However, they may exercise judgement over liens assessed in the future should they approach the appeal stage. Commissioner Caruso was concerned if the city's code officers would continue to assist with violators prior to the hearing should they chose to move forward with a magistrate, with Chief Tracht replying that our approach and goal of compliance would remain. City Manager Sweet reiterated the implementation timeline and disbanding of the Board the vote should it pass.

MOTION TO APPROVE ITEM 501, TRANSITION TO A SPECIAL MAGISTRATE MODEL FOR CODE ENFORCEMENT HEARINGS. MOTION BY COMMISSIONER CARUSO. SECONDED BY COMMISSIONER DIAZ.

VOTE: CARUSO (AYE); DIAZ (AYE); BRUCE (NAY); BAKER (NAY); RESNICK (NAY)
MOTION FAILED: 2-3.

The Code Enforcement Board will continue in its current structure.

502. Discussion on Commission Annual Goals and City Manager Review Criteria

Commissioner Caruso introduced the item, requesting discussion on establishing a process for City Manager performance evaluations. Deputy Mayor Resnick noted that the Commission lacks a formal strategic plan against which to measure performance, and that prior efforts to initiate one had not advanced. City Manager Kevin Sweet provided further context, noting that the City Charter and Employment Agreement requires the Commission and City Manager to jointly establish written goals and objectives annually, though a formal evaluation process has not been conducted in recent years. City Manager Sweet recommended that the formal goal-setting process occur after the November 2026 Municipal Election so that the newly seated Commission could participate fully and expressed his support for a structured and reasonable evaluation criteria based on the goals set forth within.

Commissioner Baker noted that upon taking office she had discovered that neither formal job descriptions nor evaluation criteria existed for the three positions the Commission oversees. She researched best practices, including the use of executive sessions for conducting evaluations, and expressed support for a structured process.

Mayor McCann requested that the role and reporting structure of the City Clerk be added as a future agenda item, noting potential Charter Review Committee involvement. During the discussion, City Manager Sweet clarified that while the Commission appoints the City Clerk, the position is managed and evaluated by the City Manager pursuant to Ordinance 2020-08 and functions as a director-level position. He noted that while the Commission retains appointment and removal authority, it does not have operational oversight and suggested the arrangement warrants further review and discussion, potentially with the Charter Review Committee.

MOTION TO ADOPT THE PROPOSED TIMELINE AND PROCESS, INCLUDING JOINTLY ESTABLISHING WRITTEN GOALS AND OBJECTIVES WITH THE CITY MANAGER FOLLOWING THE NOVEMBER 2026 ELECTION, DEVELOPING AN AGREED PERFORMANCE EVALUATION MATRIX, AND COMPLETING THE CITY MANAGER'S EVALUATION NO LATER THAN DECEMBER 15, 2027. MOTION BY COMMISSIONER BAKER. SECONDED BY COMMISSIONER CARUSO.

VOTE: DIAZ (AYE); BRUCE (AYE); BAKER (AYE); RESNICK (AYE); CARUSO (AYE)
MOTION CARRIED: 5-0.

REPORTS

600. City Manager Kevin A. Sweet

No report.

601. City Attorney Anthony A. Garganese

No report.

602. City Clerk Erin O'Donnell

City Clerk O'Donnell reminded the Commission that the Charter Review Committee has canceled their meeting for September 17 and will resume next month.

603. Seat One Commissioner Paul Diaz

No report.

604. Seat Two Commissioner Victoria Bruce

Commissioner Victoria Bruce announced a Tuscawilla Homeowners Association candidate debate on Thursday, September 17, 2026 at 7:00 PM at the Tuscawilla Country Club, open to all public with only Winter Springs candidates. She also noted the Winter Springs Babe Ruth opening ceremony on Friday, September 18, 2026 at 5:45 PM. She continued by reporting that she is currently participating in Leadership Seminole and expressed appreciation for the chance to attend the program. She then reported that she is working with the League of Cities on identifying community grant opportunities, she conducted a call with residents regarding a development petition at Jetta Point, and finally she highlighted three businesses in Winter Springs: an animal hospital in the Town Center, a new Indian restaurant at the former Fork and Barrel location, and a personal training gym in Tuscawilla Plaza.

605. Seat Three Commissioner Sarah Baker

Commissioner Sarah Baker advised that she would likely be absent from the next meeting due to conflicts with international travel for a family funeral. The Commission and City Manager discussed options for ensuring the required final budget vote could still occur, including possibilities to schedule the budget items last on the agenda to accommodate Commissioner Baker potentially participating by phone or continuing the hearing to a later time.

606. Seat Four Commissioner/Deputy Mayor Cade Resnick

Deputy Mayor Resnick commended the Police Department and City staff for the September 11 memorial event, noting strong community attendance. He requested City Manager Sweet monitor the condition of certain roadways reported to be deteriorating faster than anticipated. Deputy Mayor Resnick also mentioned the Winter Springs Chamber of Commerce golf event and encouraged participation. He noted resident concerns in the Tuscawilla Section 8 area regarding tree health following a recent sidewalk repair project that required root cutting, confirming that the trees are in the right of way and are the responsibility of the city. He also recommended the CAO Bakery on the west side of the city.

607. Seat Five Commissioner Mark Caruso

Commissioner Caruso requested City Manager Sweet obtain information from AT&T regarding utility marking and planned excavation work occurring throughout the Oak Forest neighborhood, noting resident concerns about potential impact to irrigation systems.

608. Mayor Kevin McCann

Mayor McCann also mentioned the candidate forum and encouraged residents to come and be informed. He then reported that the City of Winter Springs placed first in a blind water quality and taste competition conducted at the American Water Works Association Region 3 Annual Meeting, covering municipalities across Brevard, Lake, Orange, Osceola, Seminole, and Volusia Counties. The City also received the People's Choice Award based on independent resident surveys conducted throughout the region. Mayor McCann commended Utilities Director Clete Saunier and his team, Carollo Engineers, and City Manager Sweet for this achievement.

PUBLIC INPUT

Mayor McCann opened Public Input.

Leah Weisman, a Winter Springs resident, expressed concern about the potential dissolution of the Parks and Recreation Committee, noting that accessibility improvements she had previously advocated for were achieved partly through that body and urging the Commission to ensure continued attention to ADA compliance in park facilities.

Art Gallo, a Winter Springs resident and Code Enforcement Board member, commented on homestead exemption laws reform and their support for keeping the Code Enforcement Board. He noted they have operated consistently and fairly throughout his service, noting case volume has been low, and decisions have historically been unanimous.

Maurice Kaprow, a Winter Springs resident and Code Enforcement Board member, expressed gratitude to the Commission for retaining the volunteer board structure, and thanked Police Chief Tracht for his genuine concern for board member safety. He affirmed that in over a decade of service, no board member had experienced a threatening confrontation in the community.

Hangie Phan, a Winter Springs resident, asked whether the City's water quality ranking meant tap water was safe to drink from the tap, and was advised that city water meets all federal and state safety standards. She also inquired about the timeline for reclaimed water service to begin and was advised that service is expected in 2027. Lastly she thanked the Winter Springs Police Department for their service as her and her family have always felt safe in the community.

Gina Shafer, a Winter Springs resident, requested consideration of speed reduction measures on a road near the new townhome construction, reported on activities of her HOA that go above normal resident expectations, and encouraged Commissioners to watch board and committee meeting recordings.

Mayor McCann closed Public Input.

ADJOURNMENT

Mayor McCann adjourned the meeting at 9:31 p.m.

RESPECTFULLY SUBMITTED:

ERIN O'DONNELL, MMC
CITY CLERK

APPROVED:

MAYOR KEVIN McCANN

NOTE: These Minutes were approved at the September 28, 2026 City Commission Regular Meeting.



REGULAR AGENDA ITEM 400

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

Resolution 2026-19 Stormwater Pond Classification and Maintenance Policy

SUMMARY

Staff recommends adoption of Resolution No. 2026-19 and the attached Stormwater Pond Classification and Maintenance Policy. This is the governing document the City needs to classify ponds consistently and end the confusion over pond maintenance scope and responsibility. The policy does not expand the City's legal duties by implication. It draws a clear line between public stormwater responsibility and private property maintenance, while preserving the City's ability to protect public roads, maintain flood control system functionality, preserve water quality standards, and overall public safety.

The City has never had a formal, adopted standard to answer many questions that keep coming back to staff and the Commissioners, including:

- Is this pond maintained by the City, a homeowners' association, or private residents?
- If City stormwater pipes discharge to a privately owned pond, does the City now own and maintain the pond?
- Does past City maintenance activity on a pond set precedence obligating the City to permanently maintain a pond?
- Should stormwater fee revenue pay for pond shoreline appearance, landscaping, or open water aesthetics?
- What conditions must exist for City staff or its contractors to legally enter upon private property to maintain a pond?

Without a written policy, those questions are answered informally, inconsistently, and at legal and financial risk. Informal practice is not a substitute for Commission policy. It creates unequal expectations from neighborhood to neighborhood and can be misread as an acceptance of private maintenance obligations the City never formally assumed. This Resolution replaces that uncertainty with a uniform, defensible framework.

The rules established by this Policy are meant to be fair and easy to explain. Residents and staff would adhere to the same written standard in every neighborhood. Each pond would be classified as Public, Hybrid, or Private based on ownership, where the stormwater originates from, City infrastructure, recorded maintenance responsibilities, and access rights. Aquatic vegetation work, when allowed, is for drainage system function only. It is not a promise of a clear pond, a recreation lake, or achieving HOA

landscaping standards. The City would not go onto private property for routine work unless it has been granted a legal right to do so, such as an officially recorded easement, agreement, or written permission. Most importantly with adoption, the Commission would stay in control by establishing all pond classifications, pond maintenance service levels and if desired, the ability to amend this Policy as needed in the future.

If the Commission does not adopt a written Policy, the City will continue to manage a citywide pond inventory without a Commission policy to support it. That leaves staff exposed to inconsistent requests and leaves residents without a clear answer to many of their stormwater concerns. Delaying adoption does not suspend these issues. It only postpones the same decisions to the next complaint, or the next claim that "the City has always taken care of this pond" by the residents. Adoption puts the City on a written, legally reviewed foundation before those arguments harden into expected entitlements. Staff respectfully requests Commission adoption of this Policy.

FUNDING SOURCE

No appropriation is required to adopt the Policy. Implementation would occur through the Stormwater Utility Fund within budgets already approved, or later approved, by the City Commission.

RECOMMENDATION

Staff respectfully recommends that the City Commission adopt Resolution 2026-19, adopting the City of Winter Springs Stormwater Pond Classification and Maintenance Policy.

RESOLUTION NO. 2026-19

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, FLORIDA, RELATED TO THE CITY'S STORMWATER MANAGEMENT UTILITY ESTABLISHED PURSUANT TO FLORIDA LAW; ADOPTING A STORMWATER POND CLASSIFICATION AND MAINTENANCE POLICY FOR PUBLIC, PRIVATE, AND HYBRID STORMWATER PONDS; PROVIDING FOR ADMINISTRATION, IMPLEMENTATION, CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, pursuant to sections 403.0891 and 403.0893, Florida Statutes, and in accordance with Chapter 19, Article V of the City Code, the City Commission of the City of Winter Springs, Florida, has established a Stormwater Management Utility to provide for the planning, management, operation, maintenance, improvement, and control of the City's stormwater management system; and

WHEREAS, the City has developed and maintains a master stormwater pond inventory identifying stormwater ponds within the City and their respective classifications and maintenance responsibilities; and

WHEREAS, the City Commission desires to formally establish uniform standards for classifying stormwater ponds as Public, Hybrid, or Private and for identifying the corresponding City maintenance responsibilities; and

WHEREAS, the City Commission finds that pond ownership, contributing drainage, recorded maintenance obligations, public stormwater infrastructure, easements, access rights, accepted dedications, and other relevant legal and operational circumstances constitute principal factors in determining the classification of stormwater ponds and the corresponding maintenance responsibilities; and

WHEREAS, the City Commission further finds that the City's maintenance responsibility for public stormwater infrastructure does not necessarily extend to the maintenance of the pond property, aquatic vegetation, mowing, landscaping, shoreline areas, or other aesthetic or non-public infrastructure components, which may remain the responsibility of the applicable property owner, homeowners association, or other responsible person or entity; and

WHEREAS, adoption of a written classification and maintenance policy will promote consistent discretionary administration, public understanding, infrastructure protection, regulatory compliance, and the lawful, consistent, and appropriate expenditure of stormwater utility revenues for authorized stormwater management purposes; and

WHEREAS, the City Commission finds establishing clear and uniform standards for exercising the City's discretion to determine the classification and maintenance of stormwater ponds that will protect the City's stormwater management system, promote the effective use of public resources, clarify the respective maintenance responsibilities of the City and private property owners, and further the public health, safety, and welfare; and .

WHEREAS, the City Commission finds that this Resolution and the Stormwater Pond Classification and Maintenance Policy attached hereto as **Exhibit "A"** are consistent with the

purposes of the City's Stormwater Management Utility and are in the best interests of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are hereby incorporated into this Resolution by this reference.

Section 2. Adoption of Policy. The City Commission hereby adopts the "City of Winter Springs Stormwater Pond Classification and Maintenance Policy," attached hereto and incorporated herein as **Exhibit "A."** (hereinafter referred to as "Policy" or "Stormwater Pond Classification and Maintenance Policy").

Section 3. Administrative Implementation. The City Manager, Public Works and Utilities Director, and their respective designees are authorized to implement and administer the Policy; maintain and update the City's master pond inventory; establish reasonable administrative forms, procedures, and documentation requirements; and make initial pond classifications in accordance with the criteria set forth in the Policy.

No administrative classification, reclassification, or inclusion of a pond in the City's master pond inventory shall, by itself, create or expand any legal obligation of the City to own, operate, maintain, repair, improve, or provide access to any stormwater pond or related property or infrastructure. Any City maintenance responsibility shall remain subject to the City's reasonable discretion and applicable law, controlling deeds, plats, easements, dedications, maintenance agreements, permits, lawful access rights, available appropriations, and other legally binding obligations of the City.

Section 4. Reclassification Review. Any request to review, reconsider, or change a pond classification shall be evaluated in accordance with the criteria set forth in **Exhibit "A"** and any reclassification review or appeal procedure separately adopted by the City. The filing or consideration of such a request shall not create any right or entitlement to City ownership, maintenance, repair, improvement, aquatic vegetation control, funding, access, or any particular level of service, and shall not, by itself, create or expand any legal obligation of the City with respect to the pond or related stormwater infrastructure.

Section 5. Conflicts. All prior resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of the conflict.

Section 6. Severability. If any section, subsection, sentence, clause, phrase, word, or provision of this Resolution is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions.

Section 7. Effective Date. This Resolution shall become effective immediately upon adoption by the City Commission of the City of Winter Springs, Florida.

ADOPTED by the City Commission of the City of Winter Springs, Florida, in a regular meeting assembled on the 28th day of September, 2026.

ATTEST:

CITY OF WINTER SPRINGS, FLORIDA

Erin O'Donnell, City Clerk

Kevin McCann, Mayor

Approved as to legal form and sufficiency
for the City of Winter Springs only:

Anthony A. Garganese, City Attorney

EXHIBIT “A”
CITY OF WINTER SPRINGS
STORMWATER POND CLASSIFICATION AND MAINTENANCE POLICY

1. Purpose. This Policy is adopted for the administration of the City’s Stormwater Management Utility established pursuant to Chapter 19, Article V of the City Code and applicable provisions of Florida law governing municipal stormwater management systems and utilities. The Policy establishes uniform criteria for classifying stormwater ponds as Public, Hybrid, or Private; distinguishes maintenance of public stormwater infrastructure from maintenance of the pond property; identifies the corresponding maintenance responsibilities and service limitations of the City; and establishes standards for the initial classification, review, and reclassification of stormwater ponds..

2. Applicability. This Policy applies to stormwater ponds located within the jurisdictional limits of the City that are identified on, or otherwise subject to classification and inclusion in, the City’s Master Stormwater Pond Inventory. The Master Stormwater Pond Inventory shall be developed and maintained by the City’s Stormwater Management Utility. Stormwater facilities owned, operated, or maintained by Seminole County, the Florida Department of Transportation, another governmental entity, homeowners association or other person or entity, or a special district, shall be separately identified in the inventory and are not subject to City maintenance under this Policy except to the extent that the City has an express maintenance obligation established by law or legally binding agreement.

3. Definitions.

For purposes of this Policy, the following terms shall have the meanings set forth below unless the context of their use clearly indicates otherwise. These definitions are intended to provide consistent terminology for classification, maintenance, administration, and review under this Policy and shall be applied together with the Governing Principles and other provisions of this Policy.

Aquatic Vegetation Control (AVC): Inspection and treatment of invasive or nuisance aquatic vegetation when authorized under the applicable level of service. AVC constitutes functional maintenance and does not require nor guarantee a vegetation free or aesthetically uniform pond.

City Stormwater Infrastructure: Storm pipes, drainage structures, inflow and outflow facilities, control structures, end-of-pipe treatments, and related appurtenances for which the City has legally established or accepted maintenance responsibility.

Contributing Drainage Area: The land area from which stormwater runoff flows and drains to a pond through streets, rights-of-way, swales, pipes, structures, lots, parking areas, or other surfaces or conveyance systems.

Functional Maintenance: Work deemed reasonably necessary by the City to preserve the intended hydraulic, structural, water quality, flood protection, or public safety function of a stormwater facility.

Hybrid Pond: A stormwater pond located on private property that serves a documented public drainage function and contains City stormwater infrastructure, but for which the City has not accepted responsibility for full pond maintenance.

Infrastructure Maintenance: Work deemed reasonably necessary by the City to inspect, preserve, repair, restore, or replace City stormwater infrastructure. Such work may include periodic visual inspection, debris removal necessary for proper operation, pipe repair or relining, scour protection,

and repair or replacement of control structures. Infrastructure Maintenance does not include Major Rehabilitation and Capital Work which is described in Section 12 of this Policy.

Level of Service: The scope, frequency, priority, methods, timing, and conditions under which the City may in its discretion provide Pond Maintenance, Infrastructure Maintenance, or other stormwater services for a particular pond classification or facility, as more specifically described in Section 15 of this Policy.

Major Rehabilitation and Capital Work: Work determined by the City to exceed routine Pond Maintenance or Infrastructure Maintenance based on its scope, cost, engineering, complexity, permitting requirements, need for substantial reconstruction or replacement, or treatment as a capital project, as more specifically described in Section 12 of this Policy.

Pond Maintenance: Maintenance within or directly associated within the pond water surface area and may include routine maintenance of the associated pond basin, littoral areas, slopes, and immediately surrounding areas necessary for the proper function and condition of the pond if lawfully authorized. Services may include authorized AVC, debris removal, erosion repair, shoreline work, aeration, or similar work. Pond Maintenance does not include Major Rehabilitation and Capital Work which is described in Section 12 of this Policy.

Private Drainage: Stormwater Runoff generated principally from privately owned or maintained roads, lots, buildings, parking areas, or private drainage systems.

Private Pond: A stormwater pond located on private property that principally receives private drainage and for which pond and drainage infrastructure maintenance remain the responsibility of one or more private entities.

Private Property: Real property that is owned by one or more people or non-governmental legal entity.

Public Drainage: Stormwater runoff generated from City maintained roads, public rights-of-way, City owned property, or City stormwater infrastructure.

Public Pond: A stormwater pond for which the City has accepted or otherwise possesses legal responsibility for pond maintenance pursuant to ownership, dedication and acceptance, easement agreement, permit obligation, or other controlling legal instrument.

Public Property: Real property that is owned by the City or another governmental entity or agency.

Responsible Private Entity. The owner, homeowners association, community association, permittee, management entity, developer, successor or assign, or other private person or entity having legal responsibility for operation or maintenance of a stormwater pond or associated drainage infrastructure.

Stormwater Pond. A constructed or modified basin that is designed or used to receive, detain, retain, store, convey, treat, or discharge stormwater for water quantity or drainage purpose as part of a stormwater management or drainage system.

4. Governing Principles.

The following principles shall guide the interpretation, administration, classification, maintenance, and reclassification of stormwater ponds under this Policy and shall be applied together with the definitions and other applicable provisions of this Policy.

A. **Classification Based on Totality of Relevant Factors.** Classification shall be based on the combined evaluation of ownership, contributing drainage, City stormwater infrastructure, recorded maintenance responsibility, easements and access rights, accepted dedications, permits, agreements,

physical function, reliable historical records, and other competent evidence relevant to the legal and operational responsibility for the pond.

B. No Implied Assumption of Maintenance Responsibility. No easement, prior maintenance activity, or public drainage connection, standing alone, automatically transfers ownership or creates or establishes Public or Hybrid Pond maintenance responsibility on the part of the City.

C. Limited Scope of City Stormwater Infrastructure Maintenance. Maintenance of City stormwater infrastructure does not, by itself, include maintenance of the pond property, aquatic vegetation, mowing, landscaping, shoreline, or aesthetic appearance unless such maintenance is expressly included within the City's applicable maintenance responsibility or adopted level of service.

D. City Discretion Reserved. The frequency, scope, method, and extent of City maintenance shall be determined by the City in its reasonable discretion based on the applicable pond classification, the City's maintenance responsibility, facility condition, functional need, public safety, regulatory requirements, available funding and resources, and Citywide stormwater priorities.

E. Scope of City Work – Generally. City work under this Policy shall be limited to and directed toward drainage function, infrastructure protection, flood risk reduction, regulatory water quality obligations, public safety, permit compliance, and responsible asset management and shall be performed only to the extent consistent with the applicable pond classification, lawful access, controlling legal obligations, and available budget appropriations approved by the City Commission.

F. Use of Historical Records. Recorded plats, dedications and acceptances, easements, maintenance and access agreements, permits, deeds, development approvals, and other controlling or reliable records shall be considered, as applicable, in determining pond classification, maintenance responsibility, and service limitations.

G. Historical Maintenance Practices. Historical maintenance practices including past inspections, access, maintenance, repair, AVC and other vegetation related work, mowing, emergency response, or other work performed by the City may be considered as evidence of the historical record and operational history but shall not, standing alone, establish or expand ownership, acceptance of a dedication, assumption of maintenance responsibility, a particular level of service, or any continuing obligation of the City.

H. Access to Private Property. Except as otherwise authorized by law, the City shall not enter private property for routine inspection, maintenance, repair, or other work under this Policy without lawful authority. Lawful authority may include a recorded or temporary easement or other property right, an applicable plat or other recorded dedication, a maintenance or access agreement, written right-of-entry or owner authorization, a permit or other legally enforceable instrument, or other authority provided by law. The existence of City Stormwater Infrastructure on private property does not, by itself, authorize maintenance of other portions of the property or create general access rights beyond those legally established. Nothing in this Policy shall be construed to create, recognize, waive, or otherwise determine any prescriptive easement or other property right that may exist by operation of law based on the particular facts and circumstances.

5. Public Ponds.

A pond may be classified as Public when the City has accepted or otherwise possesses legal responsibility for Pond Maintenance through ownership, an accepted dedication, easement, agreement, permit obligation, or other controlling legal instrument, and sufficient legal access exists to perform the applicable maintenance activities.

Subject to lawful access, permits, funding, adopted budgets and appropriations, facility condition, operational priorities, regulatory requirements, and the applicable level of service, Public Pond service may include when necessary or authorized as part of the applicable level of service:

- Inspection and maintenance of City stormwater infrastructure.
- Periodic AVC inspection and treatment for wet ponds.
- Mowing of City owned or City maintained areas.
- Debris removal and minor erosion stabilization affecting authorized City maintained areas.
- As needed pipe, control structure, scour, shoreline, sediment, or rehabilitation work based on condition, functional need, regulatory requirements, available funding, and operational priority.

Public classification does not require or guarantee a vegetation free pond, recreational suitability, continuous open water, private community landscaping standards, or immediate completion of non-emergency maintenance, repair, or rehabilitation work. Subject to the City's reasonable discretion, maintenance frequency, methods, timing, and level of service may vary based upon facility condition, functional need, regulatory requirements, available resources, and Citywide stormwater priorities.

6. Hybrid Ponds.

A pond may be classified as Hybrid when it is located on private property, receives public drainage or performs a documented public drainage function, and the City has not lawfully accepted responsibility for full pond maintenance.

The City's maintenance responsibility for a Hybrid Pond is limited to identified City stormwater infrastructure and other maintenance necessary to preserve the documented public drainage function. Such maintenance service may include periodic inspection, debris removal from City stormwater infrastructure, pipe repair or relining, scour protection, and control structure repair, as needed.

The Responsible Private Entity shall remain responsible for all components and maintenance activities not assigned to or accepted by the City, including but not limited to pond maintenance, aquatic vegetation control, mowing, landscaping, shoreline maintenance, private stormwater infrastructure, pond sediment management, private amenities, maintenance of private access areas, and applicable permit obligations.

Where an easement, accepted dedication, agreement, permit, or other controlling legal instrument establishes additional City maintenance responsibility within a Hybrid Pond, the City may perform the additional functional maintenance authorized or required by that instrument. Any additional maintenance not required by a controlling legal obligation shall be performed only if authorized under this Policy, an applicable level of service, or other binding legal action of the City Commission establishing City maintenance responsibilities and access rights. Nothing in this Policy limits any enforcement, nuisance abatement, emergency, or other authority available to the City under applicable law.

7. Private Ponds.

A pond shall generally be classified as Private when it is on private property and no controlling document, accepted dedication, agreement, permit obligation, or other legally binding instrument assigns Pond Maintenance responsibility to the City and the City has not otherwise accepted such responsibility.

The Responsible Private Entity is responsible for all operation, maintenance, inspection, repair, rehabilitation, access, recordkeeping, reporting, and permit compliance obligations applicable to the pond and associated private stormwater infrastructure, including, as applicable, infrastructure maintenance, AVC, mowing, landscaping, debris removal, sediment management, erosion repair, banks and shoreline maintenance, and any other repairs necessary to maintain the private pond.

When necessary to protect public infrastructure, public safety, or the functioning of the City's stormwater system, or in the event of an emergency, the City may investigate, provide education, enforce applicable codes, inspect pursuant to lawful authority, or perform emergency or other lawfully authorized work. Such activity does not change the ponds classification, and by itself, does not create or expand any continuing City maintenance responsibility.

Nothing in this Policy limits any enforcement, nuisance abatement, emergency, or other authority available to the City under applicable law.

8. Classification Standards.

The following table summarizes only the general characteristics of each classification and is subject to the definitions, Governing Principles, controlling legal documents, and other provisions of this Policy. No single factor is necessarily controlling, and individual ponds may vary based on their particular legal, physical, drainage, and operational characteristics.

	Land/tract	Drainage	City infrastructure	Pond responsibility	Legally accessible	Services
Public Pond	City-owned, dedicated, or otherwise subject to City Pond Maintenance responsibility	Public or mixed	Present	City	Yes	Infrastructure maintenance and applicable Pond maintenance
Hybrid Pond	Privately owned	Public or mixed	Present	Private Entity, except for applicable City maintenance	Must have sufficient lawful access for City maintenance	Infrastructure maintenance and any expressly authorized additional Pond maintenance.
Private Pond	Privately owned	Private	Absent	Private Entity	No	No

9. Classification Review and Reclassification.

A pond classification which has been determined by the Public Works and Utilities Director may be reviewed or reconsidered at the request of a Responsible Private Entity upon the discovery of new or corrected information; a material change in drainage function, stormwater infrastructure, ownership, access rights, or physical condition; the execution, discovery, amendment, or termination of a

controlling legal instrument; a change in applicable permit obligations; or other material circumstances affecting classification or maintenance responsibility.

A Responsible Private Entity must demonstrate a material interest in the classification of a pond and may submit a written request for review or reclassification in accordance with administrative procedures established by the City. For a Hybrid Pond or Private Pond, the requesting entity must also demonstrate ownership, maintenance responsibility, easement rights, contractual authority, or other legally sufficient interest or authority with respect to the entire pond property. If the pond property is subject to multiple ownership interests, the City may require evidence of authority to act on behalf of all affected owners or other Responsible Private Entities. The request shall also explain:

1. The Responsible Private Entity's material interest in the classification of a pond for purposes of determining the entity's standing to make the request. If the entity does not demonstrate a material interest, the request will not be processed; and
2. The basis for the requested review and the reasonably available information supporting the request. The City may require surveys, plats, easements, permits, drainage information, maintenance agreements, engineering information, title or ownership information, organizational or authorization documents, or other documentation reasonably necessary to evaluate the request.

The Public Works and Utilities Director, consulting with qualified technical staff and the City Attorney as appropriate, shall make the initial administrative determination based upon the criteria and Governing Principles set forth in this Policy. The determination shall be documented in writing and reflected in the master stormwater pond inventory.

The Responsible Private Entity may request review by the City Manager in accordance with administrative procedures established by the City. The City Manager shall review the request and issue a written determination affirming, modifying, or remanding the matter for further review.

A Responsible Private Entity materially affected by the City Manager's determination may appeal the determination to the City Commission. The City Commission shall consider the appeal based upon the criteria and Governing Principles set forth in this Policy, the administrative record, any additional competent information accepted by the City Commission, and applicable legal obligations. The City Commission may affirm, modify, or remand the determination. The decision of the City Commission shall constitute the final administrative determination of the City under this Policy.

A classification or reclassification is an administrative determination under this Policy and shall not, by itself, create, transfer, or expand any City ownership interest, access right, maintenance responsibility, legal obligation, or level of service. Any such legal interest, right, responsibility, obligation, or level of service may be created or modified only through a separate legally authorized action, instrument, agreement, dedication, appropriation, or other formal action of the City Commission, as applicable. Nothing in this provision limits administrative adjustments to inspection schedules, maintenance priorities, service frequency, methods, or other operational implementation authorized by this Policy and within an established level of service.

10. Aquatic Vegetation Control (AVC).

A. Public Ponds may receive AVC when included in the adopted level of service and when treatment is legally authorized, operationally appropriate, lawfully accessible, and supported by available appropriations and funding.

B. Hybrid Ponds shall not receive routine AVC unless such service is expressly authorized by a controlling legal instrument, accepted maintenance obligation, or applicable level of service, and sufficient lawful access exists.

C. Private Ponds shall not receive routine AVC services from the City.

AVC shall be based on functional stormwater management needs, including protection of drainage function, infrastructure, water quality, permit compliance, or public safety. AVC does not include vegetation removal solely for aesthetic purposes and does not guarantee a vegetation free or aesthetically uniform pond.

11. Inspection, Maintenance, and Prioritization.

The Public Works and Utilities Department shall establish reasonable administrative inspection and maintenance schedules based on pond classification, applicable level of service, permit and regulatory requirements, facility condition, storm events, operational needs, available resources, and applicable contracts. Maintenance shall generally be prioritized according to the following factors, recognizing that actual priority may vary based on severity, immediacy, location, interrelationship of conditions, and available resources:

- Immediate threat to life or public safety.
- Active or imminent flooding affects public roads or structures, or critical public infrastructure.
- Failure or imminent failure of critical public drainage infrastructure.
- Permit or regulatory compliance requirements.
- Conditions are likely to cause significant additional damage if not timely addressed.
- Loss or material impairment of storage, conveyance, treatment, or other stormwater system functions.
- Preventive maintenance is necessary to preserve system function or avoid more significant future repair or rehabilitation.

Nothing in this section requires the City to perform maintenance on any schedule or within any specified period unless otherwise required by law, permit, contract, or controlling legal obligation.

12. Major Rehabilitation and Capital Work.

Major rehabilitation, reconstruction, dredging, significant sediment removal, substantial shoreline restoration, structural replacement, expansion, or other capital improvement work is distinct from routine Pond Maintenance and Infrastructure Maintenance under this Policy.

Such work shall not be considered part of the ordinary maintenance services associated with a pond classification or level of service and shall not be undertaken solely because a pond is classified as Public or Hybrid.

Once work is determined to constitute major rehabilitation or capital work, the project shall be separately evaluated, funded, designed as appropriate, and procured in accordance with applicable law

and City procurement requirements. The project shall be presented to the City Commission for any required funding authorization, procurement award, and project approval before commencement.

Nothing in this Policy creates an entitlement to, or obligation for the City to undertake, any major rehabilitation or capital improvement project.

13. Master Inventory and GIS.

The Public Works and Utilities Department shall maintain and periodically update a master stormwater pond inventory and, where practicable, related GIS information addressing classification, applicable level of service tier, ownership, drainage function and connections, City stormwater infrastructure, access rights, easements, AVC status, inspections, maintenance history, permits, relevant legal and regulatory documents, and facility condition. The inventory and GIS information are administrative tools intended to support implementation of this Policy and shall not, by themselves, create, modify, or establish ownership, access rights, maintenance responsibility, or any other legal obligation. In the event of a conflict, controlling legal or regulatory documents and applicable law shall govern.

14. Emergency Conditions.

In addition to any authority otherwise available to the City under its municipal police and home-rule powers, the City may perform authorized emergency work reasonably necessary to abate public nuisances or protect public safety, public roads, public infrastructure, the functioning of the City's stormwater system, or City property. Emergency work does not, by itself, change a pond classification, constitute acceptance of pond or infrastructure maintenance responsibility, or create or expand any continuing maintenance obligation and may be subject to lawful cost recovery when authorized by applicable law, ordinance, agreement, permit, or other legal authority.

15. Funding and Level of Service.

The level of service for City Pond Maintenance and Infrastructure Maintenance under this Policy shall be subject to the City's discretion and lawful expenditure of stormwater utility revenues and other available funding sources, annual appropriations, available personnel and equipment, contractual resources, capital priorities, grant requirements, emergency conditions, and regulatory obligations, and other operational considerations. Classification identifies the general allocation of Pond Maintenance and Infrastructure Maintenance responsibility and eligibility for City service, but does not establish a guaranteed scope, frequency, priority, method, condition, timing, or completion date for any maintenance activity.

The City Commission may establish or modify levels of service through the annual budget, capital improvement program, this Policy, or other duly adopted action. Actual maintenance activities shall be performed within available appropriations and resources and in accordance with applicable legal obligations, regulatory requirements, and Citywide stormwater priorities.

16. Administration.

A. The Public Works and Utilities Director shall administer this Policy and report to the City Manager, maintain and update the master stormwater pond inventory, coordinate technical and legal review as appropriate, establish reasonable inspection protocols, administrative and documentation procedures, and recommend budgets, levels of service, and maintenance priorities.

B. Qualified technical staff may evaluate drainage function, infrastructure limits, access rights, condition, maintenance needs, plans, reports, plats, easements, agreements, permits, historical records, and other relevant technical information.

C. The City Attorney shall provide legal review, as appropriate, of disputed or ambiguous obligations, claimed dedications, access instruments, proposed acceptance of private facilities, legal effect of agreements that would create, transfer, or expand City ownership, access rights, or maintenance responsibility, and any other material question concerning the City's legal rights, property interests, dedications, access authority, or maintenance obligations.

17. No Creation of Private Rights; No Assumption of Liability or Guarantee.

This Policy does not independently create any private right or cause of action; guarantee against flooding, drainage impacts, or property damage; constitute acceptance of an otherwise unaccepted dedication; transfer any private permit or maintenance obligation to the City; create, modify, or extinguish any property rights; authorize entry onto private property without lawful authority; waive sovereign immunity or any other defense, limitation, or protections available to the City and its officers and employees under applicable law, including section 768.28, Florida Statutes; or create or expand a City duty or maintenance obligation beyond that otherwise imposed by applicable law or a legally enforceable agreement or other controlling instrument.

18. Conflicts and Periodic Review; Amendments; Administrative Implementation Measures.

A. In the event of a conflict, applicable law, the City Code, final court orders, controlling permits, accepted dedications, recorded instruments, and legally enforceable agreements or other controlling legal obligations shall govern over this Policy.

B. The Department shall periodically review the Policy and recommend amendments to the City Commission, as appropriate, based on changes in law, permits, inventory information, maintenance experience, funding, operational needs, regulatory requirements, and City Commission direction.

C. This Policy may be amended only by written action of the City Commission.

D. Administrative procedures, forms, schedules, and other implementation measures consistent with this Policy may be established or revised by the City Manager, Public Works and Utilities Director, or their designees without amending this Policy.

End of Policy



REGULAR AGENDA ITEM 401

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

Matters Related to Boards and Committees

SUMMARY

The City Clerk Department wishes to inform the City Commission of the following vacancies:

CURRENT VACANCIES:

Code Enforcement Board

- Seat Three: Appointment will fill partial term set to expire July 31, 2027 (open to the full Commission)*

Available Applications: Kolton Manahan, William Griswold III

Tuscawilla Lighting and Beautification District Advisory Committee

- Seat One: Term Expired July 31, 2026 (open to the full Commission)*

Available Applications: None

*Per Section 2-41(e) of the City Code, "If any commissioner fails to appoint a member within thirty (30) days after a vacancy occurs or a term expires, that seat shall be filled by a majority vote of the commission."

FUNDING SOURCE

RECOMMENDATION

Staff requests the City Commission consider filling existing vacancies on the Code Enforcement Board, Tuscawilla Lighting and Beautification District Advisory Committee.

Vacancy appointments for the Parks, Recreation, and Mobility Advisory Committee are on hold pending future Commission direction regarding the Committee.



REGULAR AGENDA ITEM 402

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

New Business

SUMMARY

Pursuant to Sec 2-27 (c)(2) of the City Code, "Unless otherwise determined by the city commission, each regular agenda shall include a new business section, placed in the order on the agenda approved by the city commission, which provides the mayor, any city commissioner, city manager or city attorney an opportunity to briefly introduce new issues not on the agenda solely for the purpose of requesting that the city commission direct the city manager to further evaluate and prepare the item for placement on a future agenda as a commission- directed item. The new business section shall not be used to present items requiring prior public notice or hearing, for reports allowed under subsection (m), or be used as a substitute for timely placing items on the agenda prior to the agenda packet being distributed or as an add-on item as required by subsection (b). The city commission will not take final action on any new business item other than deciding whether the item should be placed on a future agenda.

Persons introducing new business items are encouraged to provide background information regarding the item prior to or at the meeting in the same manner as permitted for reports under subsection (m)(4)."

FUNDING SOURCE

RECOMMENDATION



PUBLIC HEARINGS AGENDA ITEM 500

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

1626 Wood Duck Drive – Accessory Dwelling Unit (Conditional Use)

SUMMARY

The Community Development Department requests that the City Commission hold a Public Hearing to consider a Conditional Use application to convert a ± 662 square foot (SF) detached one-story accessory structure into an Accessory Dwelling Unit (ADU).

FUNDING SOURCE

RECOMMENDATION

The proposed Accessory Dwelling Unit is ancillary to the principal dwelling, conforms to all applicable standards, and meets the minimum Code requirements. Therefore, Staff recommends that the City Commission approve the Conditional Use ADU, subject to the following conditions:

1. Execution of the Declaration of Restrictions.
2. The ADU shall not be sold or conveyed separate from the principal residence;
3. The ADU is restricted to the size approved by the City.
4. The use permit for the ADU shall be in effect only so long as either the principal residence or the ADU is occupied by the owner of record as their principal residence.
5. The ADU shall not be used for commercial purposes other than being leased for residential purposes. If the ADU is leased for residential purposes, the term of

such lease shall be for a minimum of six (6) months.



1626 Wood Duck Drive Accessory Dwelling Unit CADU-2026-0005

City Commission

John Rabon, JD, MPA

Senior Planner

Background

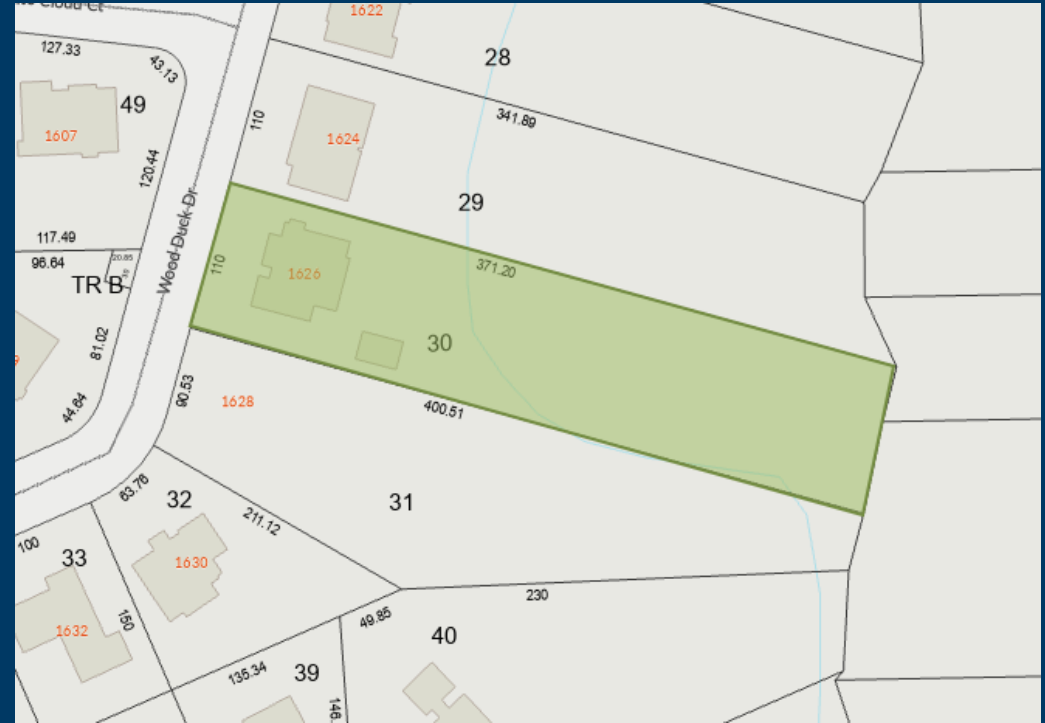
Property Address: 1626 Wood Duck Drive, FL 32708 (± 1.29 acres)

Parcel ID: 08-21-31-5GT-0000-0300

June 16, 2026:
Conditional Use ADU Application (CADU-2026-0005)

August 20, 2026: Public Notice Letters

Applicant: Gene's Roofing & Construction, Inc.



AGENDA ITEM
400

City Commission

September 28,
2026

COMMUNITY DEVELOPMENT



Background

- Located within:
 - Tuscawilla Unit 12
 - Low Density Residential (LDR) Future Land Use
- Existing 4,335 SF of living area single-family residence:
- Proposal is to convert a detached one-story 662 sf accessory into an Accessory Dwelling Unit (ADU) to include the following:
 - 2 bedrooms, 1 bathroom
 - Full kitchen
 - Existing structure already matches primary structure in colors and construction materials and is subordinate to the primary structure in height.

1626 Wood Duck Drive
Accessory Dwelling Unit
CADU-2026-0005

AGENDA ITEM
400

City Commission

September 28,
2026

COMMUNITY DEVELOPMENT



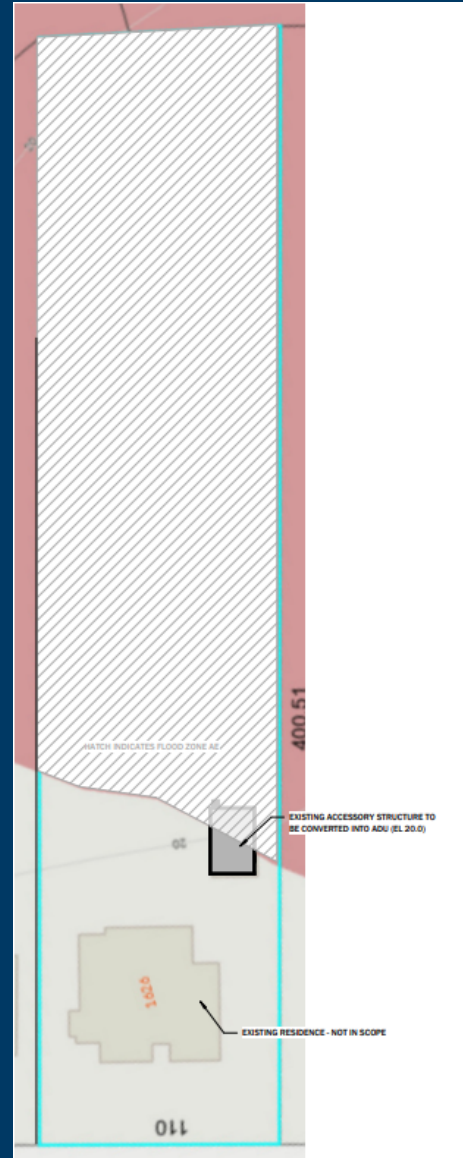
Survey

1626 Wood Duck Drive
Accessory Dwelling Unit
CADU-2026-0005

AGENDA ITEM
400

City Commission

September 28,
2026



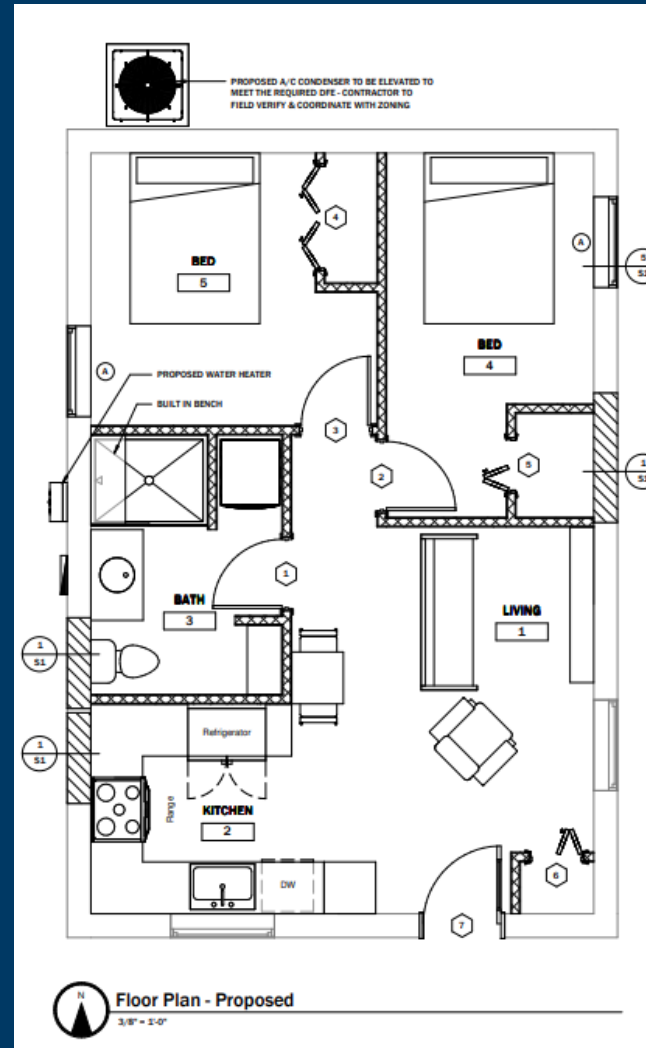
Site Plan/Floor Plan

1626 Wood Duck Drive
Accessory Dwelling Unit
CADU-2026-0005

AGENDA ITEM
400

City Commission

September 28,
2026



Photo

1626 Wood Duck Drive
Accessory Dwelling Unit
CADU-2026-0005



AGENDA ITEM
400

City Commission

September 28,
2026

COMMUNITY DEVELOPMENT



Staff Recommendation

The proposed Accessory Dwelling Unit is ancillary to the principal dwelling, conforms to all applicable standards, and meets the minimum Code requirements. Therefore, Staff recommends that the City Commission approve the Conditional Use ADU, subject to the following conditions:

1. Execution of the Declaration of Restrictions.
2. The ADU shall not be sold or conveyed separate from the principal residence.
3. The ADU is restricted to the size approved by the City.
4. The use permit for the ADU shall be in effect only so long as either the principal residence or the ADU is occupied by the owner of record as their principal residence.
5. The ADU shall not be used for commercial purposes other than being leased for residential purposes. If the ADU is leased for residential purposes, the term of such lease shall be for a minimum of six (6) months.

1626 Wood Duck Drive
Accessory Dwelling Unit
CADU-2026-0005

AGENDA ITEM
400

City Commission

September 28,
2026

COMMUNITY DEVELOPMENT



1626 Wood Duck Drive
Accessory Dwelling Unit
CADU-2026-0005

ANY QUESTIONS?

AGENDA ITEM
400

City Commission

September 28,
2026

COMMUNITY DEVELOPMENT





PUBLIC HEARINGS AGENDA ITEM

CITY COMMISSION
MONDAY, SEPTEMBER 28, 2026
REGULAR MEETING

TITLE

1626 Wood Duck Drive – Accessory Dwelling Unit (Conditional Use).

SUMMARY

The Community Development Department requests that the City Commission hold a Public Hearing to consider a Conditional Use application to convert a ± 662 square foot (SF) detached one-story accessory structure into an Accessory Dwelling Unit (ADU).

General Information			
Applicant	Gene's Roofing & Construction, Inc.		
Property Owner(s)	Joesph, Leanna, Bruce P, and Chang Y Antonowicz		
Location	1626 Wood Duck Dr, Winter Springs, FL 32708		
Tract Size	± 1.29 Acres		
Parcel ID Number	08-21-31-5GT-0000-0300		
Zoning Designation	Planned Unit Development (Tuscawilla Unit 12)		
FLUM Designation	Low Density Residential		
Adjacent Land Use	North: Single Family East: Single Family	South: Single Family West: Single Family	
Height	1 story		
Setbacks	Front: 35 ft.	Rear: 30 ft.	Side: 10 ft.
Development Standards	Lot Coverage: Not Applicable		
Development Permits	RESD-2026-6141		
Development Agreement	Not applicable		
Code Enforcement	Not applicable		
City Liens	Not applicable		

Request:

The Community Development Department received a Conditional Use application to construct a one-story detached Accessory Dwelling Unit (ADU). The applicant/owners are proposing to convert an existing 662 sf accessory structure into an ADU with two bedrooms, one bathroom, and a full kitchen.

Background Data:

The subject property is a ± 1.29 acre lot, located in the Tuscawilla Unit 12 subdivision as recorded on the plat thereof in Seminole County Plat Book 21, Pages 98-102 (1983). The subject property has access to Wood Duck Drive. The property is currently developed with a two-story, single-family home with 4,435 sf of living area, constructed in 1986. The principal structure is primarily constructed with brick, wood, and a shingle roof. The applicant is proposing to convert a ±662 SF accessory structure already located on the property into an ADU with two bedrooms, one bathroom, and a full kitchen. The existing driveway on the parcel will provide access to and parking for the ADU.

Public Notices:

Notices were mailed to all owners of real property adjacent to and within approximately one hundred fifty (150) feet of the subject property on August 24, 2026.

Accessory Dwelling Unit Requirement:

An accessory dwelling unit (ADU) is an ancillary or secondary dwelling unit that is clearly subordinate to the principal dwelling, which has a separate egress/ingress independent from the principal dwelling, and which provides complete independent living facilities for one (1) or more persons and which includes provisions for living, sleeping, eating, cooking, and sanitation. It is located on the same parcel or lot as the principal dwelling and shall be subject to the required setbacks of the principal structure and may be either attached to or detached from the principal dwelling. Accessory dwelling units (ADUs) must conform to the following standards as outlined below:

Accessory Dwelling Unit criteria set forth in Sec. 6-85 are as follows:	
a.	Zoning district. A property owner may request a conditional use approval to allow one (1) accessory dwelling unit in any of the following zoning district:
	R-1AAA Single-Family Dwelling District
	R-CI Single-Family Dwelling District
	R-1AA and R-1A One-Family Dwelling District
	R-1 One-Family Dwelling District
	Planned Unit Development District
b.	Existing development on lot. A single-family dwelling shall exist on the lot or will be constructed in conjunction with the ADU.
c.	Location. The ADU may be attached to or detached from the principal dwelling.

d.	Owner occupancy required; declaration of restrictions. The property owner shall occupy either the principal structure or the ADU. Prior to the issuance of a building permit for construction of an ADU, an applicant shall record in the public records of Seminole County a declaration of restrictions containing a reference to the legal description of the property and the deed under which the property was conveyed to the present owner stating that:
	1. The ADU shall not be sold or conveyed separate from the principal residence;
	2. The ADU is restricted to the approved size;
	3. The use permit for the ADU shall be in effect only so long as either the principal residence or the ADU is occupied by the owner of record as their principal residence;
	4. The declarations shall run with the land, shall be binding upon any successor in ownership of the property and that noncompliance shall be cause for code enforcement and/or revocation of the conditional use permit;
	5. The deed restrictions shall only be removed with the express, written approval of the city, but shall lapse upon removal of the accessory unit; and
	6. The ADU shall not be used for commercial purposes other than being leased for residential purposes.
e.	Number of ADU's per lot or parcel. Only one (1) ADU shall be allowed for each lot or parcel.
f.	Setbacks. The ADU shall meet the front, side and rear yard regulations for the zoning district in which it is located.
g.	<i>Building height and stories.</i> The ADU shall meet the building height regulations for the zoning district in which it is located.
h.	Lot coverage. The sum of the principal dwelling and the ADU shall meet the lot coverage regulations for the zoning district in which they are located.
i.	Parking and access. A minimum of one (1) parking space shall be provided on- site for the ADU in addition to the required off-street parking spaces required for the principal residence. The ADU shall be served by the same driveway as the principal dwelling.
j.	Water and wastewater services. An ADU is required to connect to the central water and sewer system where available. An ADU may be separately metered for utilities subject to all applicable ordinances and utility policies. Where central water and sewer service is not available, the septic system and well shall meet the capacity requirements.

k.	Other code requirements. The ADU shall comply with all applicable building codes.
l.	Lot size, minimum; principal residence minimum. A minimum lot size of six thousand six hundred (6,600) square feet is required and the principal residence shall be a minimum of one thousand three hundred fifty (1,350) square feet of air conditioned area.
m.	Unit size. The living area of the ADU shall be a maximum of thirty (30) percent of the air conditioned area of the principal residence or eight hundred (800) square feet, whichever is less. However, the ADU shall contain no less than four hundred (400) square feet of air conditioned area. ADUs that utilize alternative green construction methods that cause the exterior wall thickness to be greater than normal shall have the unit square footage size measured similar to the interior square footage of a traditional frame house.
n.	Design. The ADU shall replicate the design of the principal dwelling by use of similar exterior wall materials, window types, door and window trims, roofing materials and roof pitch. The design is subject to the minimum community appearance and aesthetic review standards to ensure residential compatibility and harmony (see section 9-600 et. seq.).
o.	Privacy. Privacy and screening of adjacent properties is of utmost importance in the orientation of the ADU. Entrance and windows of the ADU shall face the interior of the lot and/or public street as much as possible. Windows which do face the adjoining property shall be designed to protect the privacy of neighbors. Landscaping shall be used to further provide for the privacy and screening of adjacent properties.
p.	Expiration. As with all conditional use approvals, if a building permit has not been issued within two (2) years for the ADU, the approval becomes null and void (see section 20-36).
q.	Approval process. The conditional use/aesthetic review approval of an ADU is subject to a public hearing. A notice will be sent to all property owners within one hundred fifty (150) feet of the subject property. An ADU will not be approved if prohibited by the declarations, covenants, conditions and restrictions of a homeowners' association. The city commission may impose reasonable conditions of approval to the extent deemed necessary and relevant to ensure compliance with applicable criteria and other applicable provisions of the city code and comprehensive plan (see section 20-27 and section 20-33).

In evaluating the standards outlined above with regard to the subject property, Staff has determined that the applicant's request is in harmony with the applicable ADU standards. The property is located in a planned unit development zoning district and already contains a single-family home, making the property appropriate for development of a detached ADU. The property owner will, as a condition of approval, execute a Declaration of Restrictions requiring owner-occupancy and other restrictions, as required by City Code Section 6-85. The ADU will be the only ADU located on the property.

The location of the proposed ADU meets minimal setback requirements for the zoning district in which it is located and further meets applicable lot coverage standards. Water and sewer systems are available on the property and will service the ADU. The ADU's 662 SF living area is approximately 15.27% of the primary structure's 4,335 SF living area, well below the 800 SF or 30% living area maximum codified in Section 6-85 of the City Code. The ADU will also meet the building height regulations for the zoning district in which it is located. Parking is available at the ADU through the driveway and parking area which already serves the main house. The building in which the ADU is located has already been constructed to match the existing primary residence in color and materials and will maintain such aesthetic consistence with the primary structure once converted into an ADU, and the ADU will be appropriately screened from neighboring properties.

Conditional Use Requirements:

The criteria for all conditional use recommendations and final decisions shall be based on the following criteria to the extent applicable.

Conditional uses criteria set forth in subsection 20-33(d) are as follows:	
1.	Whether the applicant has demonstrated the conditional use, including its proposed density, height, scale and intensity, hours of operation, building and lighting design, setbacks, buffers, noise, refuse, odor, particulates, smoke, fumes and other emissions, parking and traffic-generating characteristics, number of persons anticipated using, residing or working under the conditional use, and other off-site impacts, is compatible and harmonious with adjacent land uses, and will not adversely impact land use activities in the immediate vicinity. Analysis: Staff find that the proposed ADU meets requirements of being compatible and harmonious with adjacent uses in terms of its design, height, setbacks, materials, and buffers. As an ADU, the structure does not increase residential density. Additionally, the building has been designed to replicate the design of the principal dwelling's materials and colors. The structure is within lot setbacks and has additional landscape buffering on either side of the property. The ADU is not anticipated to cause a burdensome increase to emissions, parking, traffic, or other negative impacts to the surrounding neighborhood. Staff foresee no

	adverse impacts from the proposed ADU to land use activities in the immediate vicinity.
2.	Whether the applicant has demonstrated the size and shape of the site, the proposed access and internal circulation, and the design enhancements to be adequate to accommodate the proposed density, scale and intensity of the conditional use requested. The site shall be of sufficient size to accommodate design amenities such as screening, buffers, landscaping, open space, off-street parking, safe and convenient automobile, bicycle, and pedestrian mobility at the site, and other similar site plan improvements needed to mitigate against potential adverse impacts of the proposed use. Analysis: Staff find that the site has more than sufficient area to provide for the ADU, access, density, and internal circulation. The property has sufficient screening from either adjacent parcel that the ADU is not visible and does not create other adverse impacts.
3.	Whether the proposed use will have an adverse impact on the local economy, including governmental fiscal impact, employment, and property value. Analysis: Staff finds that the proposed ADU proposed ADU would have no adverse impact on property values. The accessory structure has existed on the subject property since 1989. Conversion to an ADU would enhance the property value of the subject property, as well-designed ADUs that are architecturally consistent with principal structures are desirable and can potentially increase property values.
4.	Whether the proposed use will have an adverse impact on the natural environment, including air, water, and noise pollution, vegetation and wildlife, open space, noxious and desirable vegetation, and flood hazards. Analysis: Staff have found that the proposed use will have no adverse impact on the natural environment. The proposed structure will not generate any pollution and will be located on a previously developed and maintained portion of the property. While a portion of the proposed structure is located within a flood zone, the ADU is elevated to mitigate the risk of flooding, as noted by the Elevation Certificate.
5.	Whether the proposed use will have an adverse impact on historic, scenic, and cultural resources, including views and vistas, and loss or degradation of cultural and historic resources.

	Analysis: Staff have found that the proposed will not have an adverse impact on views and vistas due to the proposed color scheme and materials being harmonious with the existing single-family residential structure, the surrounding area, and cultural character of the community. Furthermore, Staff have not identified any significant historic or cultural resources on the site.
6.	Whether the proposed use will have an adverse impact on public services, including water, sewer, stormwater and surface water management, police, fire, parks and recreation, streets, public transportation, marina and waterways, and bicycle and pedestrian facilities. Analysis: Staff find that the proposed use will have no adverse impact on the related public services.
7.	Whether the traffic report and plan provided by the applicant details safe and efficient means of ingress and egress into and out of the neighborhood and adequately addresses the impact of projected traffic on the immediate neighborhood, traffic circulation pattern for the neighborhood, and traffic flow through immediate intersections and arterials. Analysis: Not applicable as this is not a traffic projecting-related use.
8.	Whether the proposed use will have an adverse impact on housing and social conditions, including variety of housing unit types and prices, and neighborhood quality. Analysis: Staff finds that the proposed ADU will not create any adverse impacts on housing and social conditions, and may have a positive impact on housing due to adding an additional residential structure to the neighborhood thus increasing the types of housing available in the area.
9.	Whether the proposed use avoids significant adverse odor, emission, noise, glare, and vibration impacts on adjacent and surrounding lands regarding refuse collection, service delivery, parking and loading, signs, lighting, and other site elements. Analysis: Staff finds that proposed ADU avoids significant adverse odor, emissions, noise, glare and vibration impacts on adjacent and surrounding lands regarding refuse collection, service delivery, parking and loading, signs, lighting, and other site elements.
10.	Whether the applicant has provided an acceptable security plan for the proposed establishment that addresses the safety and security needs of the establishment and its users and employees and minimizes impacts on the neighborhood, if applicable.

	Analysis: Not applicable as this is not a commercial development.
11.	Whether the applicant has provided an acceptable plan for the mass delivery of merchandise for new large footprint buildings (greater than twenty thousand (20,000) square feet) including the hours of operation for delivery trucks to come into and exit the property and surrounding neighborhood, if applicable. Analysis: Not applicable as this is not a commercial development.
12.	Whether the applicant has demonstrated that the conditional use and associated site plan have been designed to incorporate mitigative techniques and plans needed to prevent adverse impacts addressed in the criteria stated herein or to adjacent and surrounding uses and properties. Analysis: Staff finds that subject to the Conditions of Approval, the proposed ADU has been designed to incorporate mitigative techniques and plans needed to prevent the adverse impacts mentioned in the criteria on adjacent and surrounding uses and properties.
13.	If the proposed conditional use is a residential use, whether the elementary, middle and high schools (K—12) that will be initially assigned to the residential project by the school district at the time the city commission considers final approval of the conditional use have both sufficient capacity, are in close proximity to the project so as to make each of the assigned schools accessible and convenient (e.g., walking distance, travel time, private and public transportation, and quality of route environment) to the majority of the school population that will be drawn from the project, and promote and support the integration of future residents of the project into the existing city of Winter Springs community in a sustainable manner. Analysis: Not applicable as an ADU is an accessory to the existing principal residence.
14.	Whether the applicant has agreed to execute a binding development agreement required by city to incorporate the terms and conditions of approval deemed necessary by the city commission including, but not limited to, any mitigative techniques and plans required by City Code. Analysis: Not applicable for Conditional Use ADU applications.

Procedural History:	
June 16, 2026	Conditional Use ADU Application Submittal

September 3, 2026	Planning & Zoning Board Recommendation on Conditional Use ADU
September 28, 2026	City Commission Hearing on Conditional Use ADU

Applicable Law, Public Policy, and Events:

Home Rule Powers

City of Winter Springs Code of Ordinances

Chapter 6, [Sec. 6-85. - Accessory dwelling units.](#)

Chapter 9, [Sec. 9-607. - Residential compatibility and harmony regulations.](#)

Chapter 20, [Sec. 20-1. - Definitions.](#)

Chapter 20, [Sec. 20-33. - Conditional uses.](#)

Chapter 20, [Sec. 20-353. - Standards for planned unit developments.](#)

City of Winter Springs Comprehensive Plan

Future Land Use Element, Policy 1.1.6

Housing Element, Policy 1.4.6

Housing Element, Policy 2.4.7

Fiscal Impact:

The proposed construction of an Accessory Dwelling Unit on an existing residential property typically results in an increase to the taxable value of the property.

STAFF RECOMMENDATION

The proposed Accessory Dwelling Unit is ancillary to the principal dwelling, conforms to all applicable standards, and meets the minimum Code requirements. Therefore, Staff recommends that the City Commission approve the Conditional Use ADU, subject to the following conditions:

1. Execution of the Declaration of Restrictions.
2. The ADU shall not be sold or conveyed separate from the principal residence;
3. The ADU is restricted to the size approved by the City.
4. The use permit for the ADU shall be in effect only so long as either the principal residence or the ADU is occupied by the owner of record as their principal residence.
5. The ADU shall not be used for commercial purposes other than being leased for residential purposes. If the ADU is leased for residential purposes, the term of such lease shall be for a minimum of six (6) months.

Attachments:

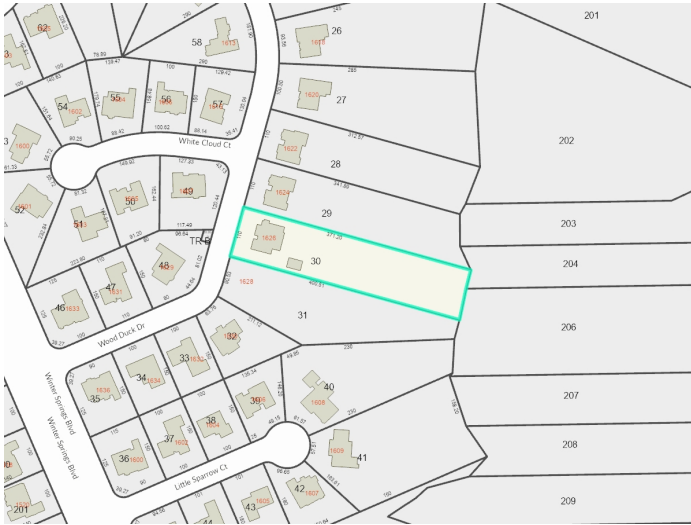
- Exhibit 1 – Legal Description and Property Card
- Exhibit 2 – Elevation Certificate
- Exhibit 3 – Site Plan Cover Sheet
- Exhibit 4 – Site Plan/Floor Plan
- Exhibit 5 – ADU Parking Diagram
- Exhibit 6 – Conditional Use ADU Application
- Exhibit 7 – Declaration of Restrictions

2026 Property Record Card



Parcel: 08-21-31-5GT-0000-0300
 Property Address: 1626 WOOD DUCK DR WINTER SPRINGS, FL 32708
 Owners: ANTONOWICZ, JOSEPH; ANTONOWICZ, LEANNE; ANTONOWICZ, BRUCE P; ANTONOWICZ, CHANG Y
 2026 Market Value \$909,999 Assessed Value \$909,999 Taxable Value \$909,999
 2025 Tax Bill \$13,883.93 Tax Savings with Non-Hx Cap \$533.32
 The 4 Bed/3 Bath Single Family property is 4,335 SF and a lot size of 1.29 Acres

Parcel Location



Current Site Picture



Parcel Information

Parcel	08-21-31-5GT-0000-0300
Property Address	1626 WOOD DUCK DR WINTER SPRINGS, FL 32708
Mailing Address	1626 WOOD DUCK DR WINTER SPRINGS, FL 32708
Subdivision	TUSCAWILLA UNIT 12
Tax District	W1:Winter Springs
DOR Use Code	01:Single Family
Exemptions	None
AG Classification	No

Value Summary

	2026 Working Values	2025 Certified Values
Valuation Method	Cost/Market	Cost/Market
Number of Buildings	1	1
Depreciated Building Value	\$706,594	\$692,660
Depreciated Other Features	\$43,405	\$37,937
Land Value (Market)	\$160,000	\$160,000
Land Value Agriculture	\$0	\$0
Just/Market Value	\$909,999	\$890,597
Portability Adjustment	\$0	\$0
Save Our Homes Adjustment/Maximum Portability	\$0	\$0
Non-Hx 10% Cap (AMD 1)	\$0	\$48,753
P&G Adjustment	\$0	\$0
Assessed Value	\$909,999	\$841,844

2025 Certified Tax Summary

Tax Amount w/o Exemptions	\$14,417.25
Tax Bill Amount	\$13,883.93
Tax Savings with Exemptions	\$533.32

Note: Does NOT INCLUDE Non Ad Valorem Assessments

Owner(s)

Name - Ownership Type

ANTONOWICZ, JOSEPH - Joint Tenants with right of Survivorship
 ANTONOWICZ, LEANNE - Joint Tenants with right of Survivorship
 ANTONOWICZ, BRUCE P - Joint Tenants with right of Survivorship
 ANTONOWICZ, CHANG Y - Joint Tenants with right of Survivorship

Legal Description

LOT 30 TUSCAWILLA UNIT 12 PB 28 PGS 98 TO 102

Taxes

Taxing Authority	Assessed	Exempt Amount	Taxable
COUNTY GENERAL FUND	\$909,999	\$0	\$909,999
SCHOOLS	\$909,999	\$0	\$909,999
CITY WINTER SPRINGS	\$909,999	\$0	\$909,999
FIRE	\$909,999	\$0	\$909,999
WATER MANAGEMENT DISTRICT	\$909,999	\$0	\$909,999

Sales

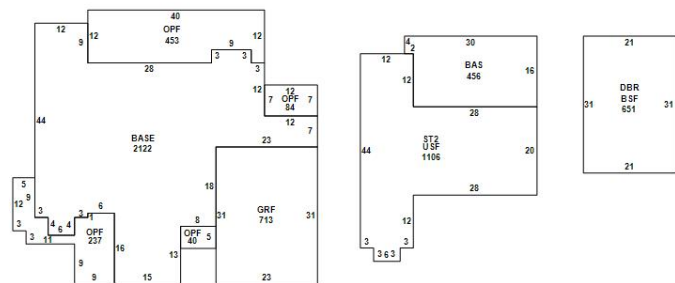
Deed Type	Date	Sale Amount	Book / Page	Sale Type	Qualified?
WARRANTY DEED	4/3/2026	\$860,000	11015/1481	Improved	Yes
WARRANTY DEED	12/29/2022	\$450,000	10373/0372	Improved	No
PROBATE RECORDS	2/13/2020	\$100	09541/0046	Improved	No
QUIT CLAIM DEED	12/1/2001	\$100	04279/1119	Improved	No
FINAL JUDGEMENT	9/1/2001	\$100	04170/0863	Improved	No
WARRANTY DEED	9/1/1985	\$50,000	01674/1170	Vacant	No
WARRANTY DEED	9/1/1985	\$42,500	01674/1169	Vacant	No

Land

Units	Rate	Assessed	Market
1 Lot	\$160,000/Lot	\$160,000	\$160,000

Building Information	
#	1
Use	SINGLE FAMILY
Year Built*	1986
Bed	4
Bath	3.0
Fixtures	11
Base Area (ft²)	2122
Total Area (ft²)	5862
Constuction	BRICK
Replacement Cost	\$875,039
Assessed	\$706,594

* Year Built = Actual / Effective



Building 1

Appendages	
Description	Area (ft²)
BASE	456
BASE SEMI FINISHED	651
GARAGE FINISHED	713
OPEN PORCH FINISHED	453
OPEN PORCH FINISHED	40
OPEN PORCH FINISHED	237
OPEN PORCH FINISHED	84
UPPER STORY FINISHED	1106

Permits				
Permit #	Description	Value	CO Date	Permit Date
RESD-2026-5497	replace electric water heater	\$875	3/10/2026	3/6/2026
RESD-2026-5376	Replaced hot and cold water lines to existing water heater and also to existing kitchen sink only.	\$4,249	2/27/2026	2/26/2026
RESD-2026-5372	REPLACEMENT OF SEWER LINE	\$6,119	3/9/2026	2/24/2026
02822	REROOF	\$10,000		7/30/2020
01592	INSTALL 2.5 TON 13 SEER AMANA HEAT PUMP 5 KW	\$4,100		6/27/2011
01064	RE-ROOF	\$13,515		6/13/2000

Extra Features				
Description	Year Built	Units	Cost	Assessed

FIREPLACE 2	1986	1	\$6,000	\$3,600
POOL 2	1986	1	\$45,000	\$27,000
SCREEN ENCL 3	1986	1	\$16,000	\$9,600
GAS HEATER - UNIT	1986	1	\$1,653	\$992
PATIO 1	1986	1	\$1,100	\$660
WATER FEATURE	1986	1	\$2,589	\$1,553

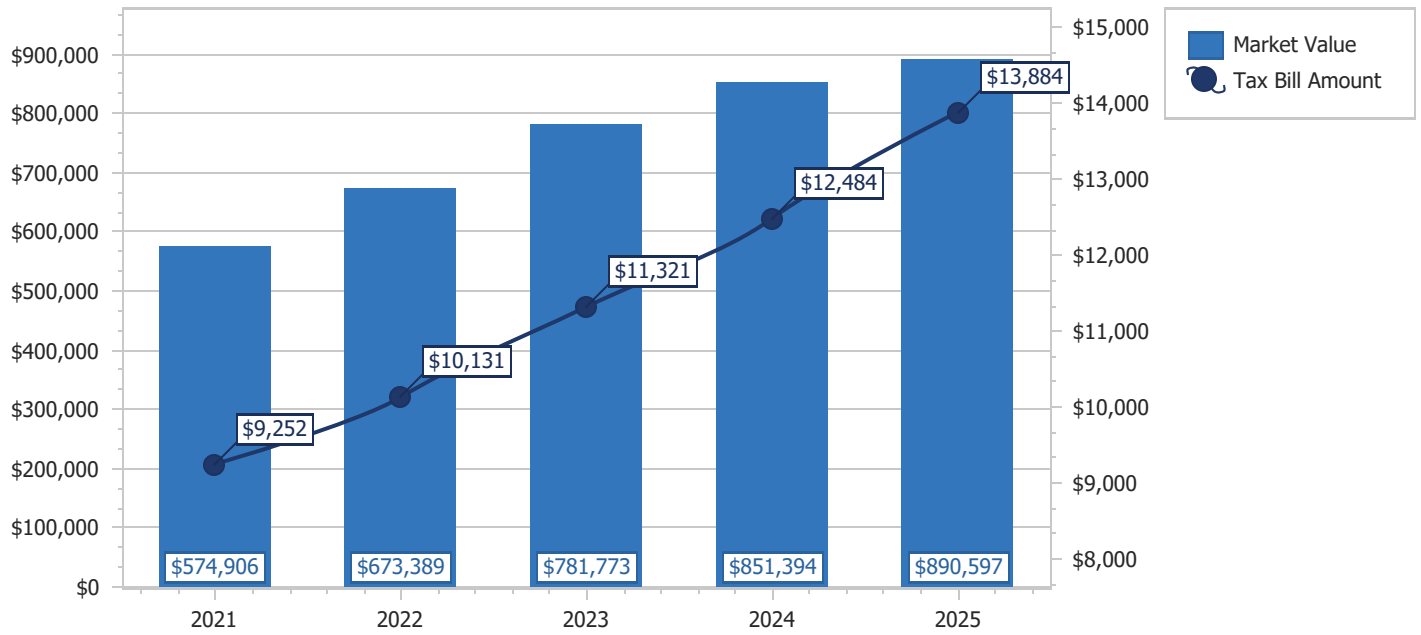
Zoning	
Zoning	PUD
Description	
Future Land Use	Low Density Residential
Description	

Political Representation	
Commissioner	District 2 - Jay Zembower
US Congress	District 7 - Cory Mills
State House	District 38 - David Smith
State Senate	District 10 - Jason Brodeur
Voting Precinct	Precinct 50

School Districts	
Elementary	Lawton
Middle	Indian Trails
High	Oviedo

Utilities	
Fire Station #	26
Power Company	DUKE
Phone (Analog)	AT&T
Water	Winter Springs
Sewage	City Of Winter Springs
Garbage Pickup	
Recycle	
Yard Waste	
Hauler #	

Property Value History



Copyright 2026 © Seminole County Property Appraiser

National Flood Insurance Program

Elevation Certificate

and Instructions

2023 EDITION



FEMA

ELEVATION CERTIFICATE AND INSTRUCTIONS

PAPERWORK REDUCTION ACT NOTICE

Public reporting burden for this data collection is estimated to average 3.75 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street SW, Washington, DC 20742, Paperwork Reduction Project (1660-0008). **NOTE: Do not send your completed form to this address.**

PRIVACY ACT STATEMENT

Authority: Title 44 CFR § 61.7 and 61.8.

Principal Purpose(s): This information is being collected for the primary purpose of documenting compliance with National Flood Insurance Program (NFIP) floodplain management ordinances for new or substantially improved structures in designated Special Flood Hazard Areas. This form may also be used as an optional tool for a Letter of Map Amendment (LOMA), Conditional LOMA (CLOMA), Letter of Map Revision Based on Fill (LOMR-F), or Conditional LOMR-F (CLOMR-F), or for flood insurance rating purposes in any flood zone.

Routine Use(s): The information on this form may be disclosed as generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act of 1974, as amended. This includes using this information as necessary and authorized by the routine uses published in DHS/ FEMA-003 – *National Flood Insurance Program Files System of Records Notice* 79 Fed. Reg. 28747 (May 19, 2014) and upon written request, written consent, by agreement, or as required by law.

Disclosure: The disclosure of information on this form is voluntary; however, failure to provide the information requested may impact the flood insurance premium through the NFIP. Information will only be released as permitted by law.

PURPOSE OF THE ELEVATION CERTIFICATE

The Elevation Certificate is an important administrative tool of the NFIP. It can be used to provide elevation information necessary to ensure compliance with community floodplain management ordinances, to inform the proper insurance premium, and to support a request for a LOMA, CLOMA, LOMR-F, or CLOMR-F.

The Elevation Certificate is used to document floodplain management compliance for Post-Flood Insurance Rate Map (FIRM) buildings, which are buildings constructed after publication of the FIRM, located in flood Zones A1–A30, AE, AH, AO, A (with Base Flood Elevation (BFE)), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO, and A99. It may also be used to provide elevation information for Pre-FIRM buildings or buildings in any flood zone.

As part of the agreement for making flood insurance available in a community, the NFIP requires the community to adopt floodplain management regulations that specify minimum requirements for reducing flood losses. One such requirement is for the community to obtain the elevation of the lowest floor (including basement) of all new and substantially improved buildings, and maintain a record of such information. The Elevation Certificate provides a way for a community to document compliance with the community's floodplain management ordinance.

Use of this certificate does not provide a waiver of the flood insurance purchase requirement. Only a LOMA or LOMR-F from the Federal Emergency Management Agency (FEMA) can amend the FIRM and remove the federal mandate for a lending institution to require the purchase of flood insurance. However, the lending institution has the option of requiring flood insurance even if a LOMA/LOMR-F has been issued by FEMA. The Elevation Certificate may be used to support a LOMA, CLOMA, LOMR-F, or CLOMR-F request. Lowest Adjacent Grade (LAG) elevations certified by a land surveyor, engineer, or architect, as authorized by state law, will be required if the certificate is used to support a LOMA, CLOMA, LOMR-F, or CLOMR-F request. A LOMA, CLOMA, LOMR-F, or CLOMR-F request must be submitted with either a completed FEMA MT-EZ or MT-1 application package, whichever is appropriate. If the certificate will only be completed to support a LOMA, CLOMA, LOMR-F, or CLOMR-F request, there is an option to document the certified LAG elevation on the Elevation Form included in the MT-EZ and MT-1 application.

This certificate is used only to certify building elevations. A separate certificate is required for floodproofing. Under the NFIP, non-residential buildings can be floodproofed up to or above the BFE. A floodproofed building is a building that has been designed and constructed to be watertight (substantially impermeable to floodwaters) below the BFE. Floodproofing of residential buildings is not permitted under the NFIP unless FEMA has granted the community an exception for residential floodproofed basements. The community must adopt standards for design and construction of floodproofed basements before FEMA will grant a basement exception. For both floodproofed non-residential buildings and residential floodproofed basements in communities that have been granted an exception by FEMA, a floodproofing certificate is required.

The expiration date on the form herein does not apply to certified and completed Elevation Certificates, as a completed Elevation Certificate does not expire, unless there is a physical change to the building that invalidates information in Section A Items A8 or A9, Section C, Section E, or Section H. In addition, this form is intended for the specific building referenced in Section A and is not invalidated by the transfer of building ownership.

Additional guidance can be found in FEMA Publication 467-1, *Floodplain Management Bulletin: Elevation Certificate*.

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

OMB Control No. 1660-0008
Expiration Date: 06/30/2026

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A – PROPERTY INFORMATION	FOR INSURANCE COMPANY USE
A1. Building Owner's Name: <u>JOSEPH ANTONOWICZ</u>	Policy Number: _____
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: <u>1626 WOOD DUCK DR (GUEST HOUSE)</u>	Company NAIC Number: _____
City: <u>WINTER SPRINGS</u> State: <u>FL</u> ZIP Code: <u>32708</u>	
A3. Property Description (e.g., Lot and Block Numbers or Legal Description) and/or Tax Parcel Number: <u>LEGAL: LOT 30 TUSCAWILLA UNIT 12 PB 28 PGS 98 TO 102</u>	
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.): <u>RESIDENTIAL</u>	
A5. Latitude/Longitude: Lat. <u>N 28.6717559</u> Long. <u>W 81.2333699</u> Horiz. Datum: ☐ NAD 1927 ☐ NAD 1983 ☒ WGS 84	
A6. Attach at least two and when possible four clear color photographs (one for each side) of the building (see Form pages 7 and 8).	
A7. Building Diagram Number: <u>1A</u>	
A8. For a building with a crawlspace or enclosure(s): a) Square footage of crawlspace or enclosure(s): <u>N/A</u> sq. ft. b) Is there at least one permanent flood opening on two different sides of each enclosed area? ☐ Yes ☐ No ☒ N/A c) Enter number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade: Non-engineered flood openings: <u>N/A</u> Engineered flood openings: <u>N/A</u> d) Total net open area of non-engineered flood openings in A8.c: <u>N/A</u> sq. in. e) Total rated area of engineered flood openings in A8.c (attach documentation – see Instructions): <u>N/A</u> sq. ft. f) Sum of A8.d and A8.e rated area (if applicable – see Instructions): <u>N/A</u> sq. ft.	
A9. For a building with an attached garage: a) Square footage of attached garage: <u>N/A</u> sq. ft. b) Is there at least one permanent flood opening on two different sides of the attached garage? ☐ Yes ☐ No ☒ N/A c) Enter number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade: Non-engineered flood openings: <u>N/A</u> Engineered flood openings: <u>N/A</u> d) Total net open area of non-engineered flood openings in A9.c: <u>N/A</u> sq. in. e) Total rated area of engineered flood openings in A9.c (attach documentation – see Instructions): <u>N/A</u> sq. ft. f) Sum of A9.d and A9.e rated area (if applicable – see Instructions): <u>N/A</u> sq. ft.	
SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION	
B1.a. NFIP Community Name: <u>CITY OF WINTER SPRINGS</u>	B1.b. NFIP Community Identification Number: <u>120295</u>
B2. County Name: <u>SEMINOLE</u>	B3. State: <u>FL</u> B4. Map/Panel No.: <u>12117C0190</u> B5. Suffix: <u>F</u>
B6. FIRM Index Date: <u>09/28/2007</u>	B7. FIRM Panel Effective/Revised Date: <u>09/28/2007</u>
B8. Flood Zone(s): <u>AE / X (SHADED)</u>	B9. Base Flood Elevation(s) (BFE) (Zone AO, use Base Flood Depth): <u>22'</u>
B10. Indicate the source of the BFE data or Base Flood Depth entered in Item B9: ☐ FIS ☒ FIRM ☐ Community Determined ☐ Other: _____	
B11. Indicate elevation datum used for BFE in Item B9: ☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source: _____	
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? ☐ Yes ☒ No Designation Date: _____ ☐ CBRS ☐ OPA	
B13. Is the building located seaward of the Limit of Moderate Wave Action (LiMWA)? ☐ Yes ☒ No	

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

1626 WOOD DUCK DR (GUEST HOUSE)

City: WINTER SPRINGS

State: FL

ZIP Code: 32708

FOR INSURANCE COMPANY USE

Policy Number: _____

Company NAIC Number: _____

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: ☐ Construction Drawings* ☐ Building Under Construction* ☒ Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, AO, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO, A99. Complete Items C2.a–h below according to the Building Diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: BM# DE9854

Vertical Datum: NAVD88

Indicate elevation datum used for the elevations in items a) through h) below.

☐ NGVD 1929 ☒ NAVD 1988 ☐ Other: _____

Datum used for building elevations must be the same as that used for the BFE. Conversion factor used?

☐ Yes ☒ No

If Yes, describe the source of the conversion factor in the Section D Comments area.

Check the measurement used:

a) Top of bottom floor (including basement, crawlspace, or enclosure floor):

24.1

☒ feet ☐ meters

b) Top of the next higher floor (see Instructions):

N/A

☐ feet ☐ meters

c) Bottom of the lowest horizontal structural member (see Instructions):

N/A

☐ feet ☐ meters

d) Attached garage (top of slab):

N/A

☐ feet ☐ meters

e) Lowest elevation of Machinery and Equipment (M&E) servicing the building (describe type of M&E and location in Section D Comments area):

N/A

☐ feet ☐ meters

f) Lowest Adjacent Grade (LAG) next to building: ☐ Natural ☒ Finished

22.8

☒ feet ☐ meters

g) Highest Adjacent Grade (HAG) next to building: ☐ Natural ☒ Finished

23.5

☒ feet ☐ meters

h) Finished LAG at lowest elevation of attached deck or stairs, including structural support:

N/A

☐ feet ☐ meters

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by state law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Were latitude and longitude in Section A provided by a licensed land surveyor? ☒ Yes ☐ No

☐ Check here if attachments and describe in the Comments area.

Certifier's Name: CARLOS HERNANDEZ

License Number: # 5718

Title: PSM

Company Name: FLORIDA BUILDING & LAND SURVEYING CORP

Address: 12555 BISCAYNE BLVD # 934

City: NORTH MIAMI

State: FL

ZIP Code: 33181

Telephone: (877) 894-8001

Ext.: N/A

Email: customerservice2@inspectionsandengineering.com

Signature: _____

Date: 06/15/2026



Place Seal Here

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including source of conversion factor in C2; type of equipment and location per C2.e; and description of any attachments):

A5. Latitude/Longitude: derived from <https://gps-coordinates.org/>

MACHINERY SERVICING THE PROPERTY IS A WALL A/C UNIT.

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

1626 WOOD DUCK DR (GUEST HOUSE)

City: WINTER SPRINGS

State: FL

ZIP Code: 32708

FOR INSURANCE COMPANY USE

Policy Number: _____

Company NAIC Number: _____

SECTION E – BUILDING MEASUREMENT INFORMATION (SURVEY NOT REQUIRED) FOR ZONE AO, ZONE AR/AO, AND ZONE A (WITHOUT BFE)

For Zones AO, AR/AO, and A (without BFE), complete Items E1–E5. For Items E1–E4, use natural grade, if available. If the Certificate is intended to support a Letter of Map Change request, complete Sections A, B, and C. Check the measurement used. In Puerto Rico only, enter meters.

Building measurements are based on: ☐ Construction Drawings* ☐ Building Under Construction* ☐ Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

E1. Provide measurements (C.2.a in applicable Building Diagram) for the following and check the appropriate boxes to show whether the measurement is above or below the natural HAG and the LAG.

a) Top of bottom floor (including basement, crawlspace, or enclosure) is: _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

b) Top of bottom floor (including basement, crawlspace, or enclosure) is: _____ ☐ feet ☐ meters ☐ above or ☐ below the LAG.

E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 1–2 of Instructions), the next higher floor (C2.b in applicable Building Diagram) of the building is: _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E3. Attached garage (top of slab) is: _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E4. Top of platform of machinery and/or equipment servicing the building is: _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? ☐ Yes ☐ No ☐ Unknown The local official must certify this information in Section G.

SECTION F – PROPERTY OWNER (OR OWNER'S AUTHORIZED REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without BFE) or Zone AO must sign here. *The statements in Sections A, B, and E are correct to the best of my knowledge*

☐ Check here if attachments and describe in the Comments area.

Property Owner or Owner's Authorized Representative Name: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Telephone: _____ Ext.: _____ Email: _____

Signature: _____ Date: _____

Comments:

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

1626 WOOD DUCK DR (GUEST HOUSE)

City: WINTER SPRINGS

State: FL

ZIP Code: 32708

FOR INSURANCE COMPANY USE

Policy Number: _____

Company NAIC Number: _____

SECTION G – COMMUNITY INFORMATION (RECOMMENDED FOR COMMUNITY OFFICIAL COMPLETION)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Section A, B, C, E, G, or H of this Elevation Certificate. Complete the applicable item(s) and sign below when:

- G1. ☐ The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by state law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)
- G2.a. ☐ A local official completed Section E for a building located in Zone A (without a BFE), Zone AO, or Zone AR/AO, or when item E5 is completed for a building located in Zone AO.
- G2.b. ☐ A local official completed Section H for insurance purposes.
- G3. ☐ In the Comments area of Section G, the local official describes specific corrections to the information in Sections A, B, E and H.
- G4. ☐ The following information (Items G5–G11) is provided for community floodplain management purposes.
- G5. Permit Number: _____ G6. Date Permit Issued: _____
- G7. Date Certificate of Compliance/Occupancy Issued: _____
- G8. This permit has been issued for: ☐ New Construction ☐ Substantial Improvement
- G9.a. Elevation of as-built lowest floor (including basement) of the building: _____ ☐ feet ☐ meters Datum: _____
- G9.b. Elevation of bottom of as-built lowest horizontal structural member: _____ ☐ feet ☐ meters Datum: _____
- G10.a. BFE (or depth in Zone AO) of flooding at the building site: _____ ☐ feet ☐ meters Datum: _____
- G10.b. Community's minimum elevation (or depth in Zone AO) requirement for the lowest floor or lowest horizontal structural member: _____ ☐ feet ☐ meters Datum: _____
- G11. Variance issued? ☐ Yes ☐ No If yes, attach documentation and describe in the Comments area.

The local official who provides information in Section G must sign here. *I have completed the information in Section G and certify that it is correct to the best of my knowledge. If applicable, I have also provided specific corrections in the Comments area of this section.*

Local Official's Name: _____ Title: _____

NFIP Community Name: _____

Telephone: _____ Ext.: _____ Email: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Signature: _____ Date: _____

Comments (including type of equipment and location, per C2.e; description of any attachments; and corrections to specific information in Sections A, B, D, E, or H):

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

1626 WOOD DUCK DR (GUEST HOUSE)

City: WINTER SPRINGS

State: FL

ZIP Code: 32708

FOR INSURANCE COMPANY USE

Policy Number: _____

Company NAIC Number: _____

SECTION H – BUILDING'S FIRST FLOOR HEIGHT INFORMATION FOR ALL ZONES (SURVEY NOT REQUIRED) (FOR INSURANCE PURPOSES ONLY)

The property owner, owner's authorized representative, or local floodplain management official may complete Section H for all flood zones to determine the building's first floor height for insurance purposes. Sections A, B, and I must also be completed. Enter heights to the nearest tenth of a foot (nearest tenth of a meter in Puerto Rico). **Reference the Foundation Type Diagrams (at the end of Section H Instructions) and the appropriate Building Diagrams (at the end of Section I Instructions) to complete this section.**

H1. Provide the height of the top of the floor (as indicated in Foundation Type Diagrams) above the Lowest Adjacent Grade (LAG):

a) **For Building Diagrams 1A, 1B, 3, and 5–8.** Top of bottom _____ ☐ feet ☐ meters ☐ above the LAG floor (include above-grade floors only for buildings with crawlspaces or enclosure floors) is:

b) **For Building Diagrams 2A, 2B, 4, and 6–9.** Top of next _____ ☐ feet ☐ meters ☐ above the LAG higher floor (i.e., the floor above basement, crawlspace, or enclosure floor) is:

H2. Is **all** Machinery and Equipment servicing the building (as listed in Item H2 instructions) elevated to or above the floor indicated by the H2 arrow (shown in the Foundation Type Diagrams at end of Section H instructions) for the appropriate Building Diagram?

☐ Yes ☐ No

SECTION I – PROPERTY OWNER (OR OWNER'S AUTHORIZED REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and H must sign here. *The statements in Sections A, B, and H are correct to the best of my knowledge.* **Note:** If the local floodplain management official completed Section H, they should indicate in Item G2.b and sign Section G.

☐ Check here if attachments are provided (including required photos) and describe each attachment in the Comments area.

Property Owner or Owner's Authorized Representative Name: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Telephone: _____ Ext.: _____ Email: _____

Signature: _____ Date: _____

Comments:

ELEVATION CERTIFICATE
IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11
BUILDING PHOTOGRAPHS

See Instructions for Item A6.

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:
1626 WOOD DUCK DR (GUEST HOUSE)

City: WINTER SPRINGS State: FL ZIP Code: 32708

FOR INSURANCE COMPANY USE

Policy Number: _____

Company NAIC Number: _____

Instructions: Insert below at least two and when possible four photographs showing each side of the building (for example, may only be able to take front and back pictures of townhouses/rowhouses). Identify all photographs with the date taken and "Front View," "Rear View," "Right Side View," or "Left Side View." Photographs must show the foundation. When flood openings are present, include at least one close-up photograph of representative flood openings or vents, as indicated in Sections A8 and A9.



Photo One

Photo One Caption: FRONT VIEW 06/15/2026

Clear Photo One



Photo Two

Photo Two Caption: REAR VIEW 06/15/2026

Clear Photo Two

ELEVATION CERTIFICATE
IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11
BUILDING PHOTOGRAPHS

Continuation Page

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:
1626 WOOD DUCK DR (GUEST HOUSE)

City: WINTER SPRINGS State: FL ZIP Code: 32708

FOR INSURANCE COMPANY USE

Policy Number: _____

Company NAIC Number: _____

Insert the third and fourth photographs below. Identify all photographs with the date taken and "Front View," "Rear View," "Right Side View," or "Left Side View." When flood openings are present, include at least one close-up photograph of representative flood openings or vents, as indicated in Sections A8 and A9.



Photo Three

Photo Three Caption: SIDE VIEW 06/15/2026

Clear Photo Three



Photo Four

Photo Four Caption: SIDE VIEW 06/15/2026

Clear Photo Four

A		INFO	INFORMATION
&	AND	INSUL	INSULATION
@	AT	L	
AC	AIR CONDITIONING	LAV	LAVATORY
AFF	ABOVE FINISHED FLOOR	M	
AFG	ABOVE FINISHED GRADE	MAX	MAXIMUM
ALT	ALTERNATE	MECH	MECHANICAL
ALUM	ALUMINIUM	MIN	MINIMUM
APPROX	APPROXIMATE	MISC	MISCELLANEOUS
ARCH	ARCHITECTURAL	MNF	MANUFACTURER
B		N	
BLDG	BUILDING	NA	NOT APPLICABLE
BM	BEAM	NTS	NOT TO SCALE
BOT	BOTTOM	O	
BRG	BEARING	OC	ON CENTER
C		OH	OVERHANG
CL	CENTERLINE	OPNG	OPENING
CLG	CEILING	P	
COL	COLUMN	PERIM	PERIMETER
CONC	CONCRETE	PLF	POUNDS PER LINEAR FOOT
CONT	CONTINUOUS	PLY	PLYWOOD
D		PREFAB	PREFABRICATED
DBL	DOUBLE	PSF	POUNDS PER SQUARE FOOT
DEMO	DEMOLITION	PT	PRESSURE TREATED
DIMS	DIMENSIONS	PTN	PARTITION
DN	DOWN	Q	
DS	DOWNSPOUT	QTY	QUANTITY
DW	DISHWASHER	R	
DWG	DRAWING	RECP	RECEPTACLE
E		REF	REFERENCE
CMU	CONCRETE MASONRY UNIT	REFR	REFRIGERATOR
EA	EACH	REINF	REINFORCED
ELEC	ELECTRICAL	REQ	REQUIRE/REQUIRED
ELEV	ELEVATION	REV	REVISION/REVISED
ENG	ENGINEER	S	
EQ	EQUAL	SCHED	SCHEDULE
EQUIP	EQUIPMENT	SF	SQUARE FEET/ FOOT
EXIST	EXISTING	SPEC	SPECIFICATION
F		SQ	SQUARE
FIN	FINISH	SS	STAINLESS STEEL
FIXT	FIXTURE	STRUCT	STRUCTURAL
FLUOR	FLUORESCENT	T	
FTG	FOOTING	TEMP	TEMPORARY
FURN	FURNITURE	THRU	THROUGH
FURR	FURRING	TLT	TOILET
G		TMPD	TEMPERED
GA	GAUGE	TOB	TOP OF BEAM
GALV	GALVANIZED	U	
GC	GENERAL CONTRACT	UNO	UNLESS NOTED OTHERWISE
GLAZ	GLAZING	V	
GYP	GYPSUM	VERT	VERTICAL
H		W	
HT.	HEIGHT	W/	WITH
I		WC	WATER CLOSET
IN	INCH/INCHES	WD	WOOD

GENERAL NOTES:

- All work must adhere to the 2023 Florida Building Code, 8th Edition.
- The contractor is responsible for on-site verification of construction details and promptly reporting any deviations between the plans and existing conditions to the engineer before proceeding with the work.
- Dimensions indicated on the drawings are approximate and should be verified by the contractor. The contractor must accurately measure all existing conditions to ensure precise placement of new construction.
- Typical details are provided; similar situations should follow corresponding details.
- Scaling of these drawings is strictly prohibited.
- The structural engineer assumes no responsibility for supervising construction or ensuring proper execution of the work depicted on these drawings. Safety methods and techniques are the sole responsibility of the contractor.
- The engineer's plans and details apply solely to the completed work. The engineer does not assume responsibility for construction procedures required to achieve the final work.
- The contractor is responsible for repairing and restoring any damage to existing conditions
- The contractor is solely responsible for designing and providing adequate shoring, bracing, underpinnings, etc., necessary to protect life and property before and during construction.
- Compaction of all disturbed soil is required to achieve a relative density of at least 95%.
- The set of documents must remain intact; any product or work shown on any sheet must be included by the contractor with or without specific details.
- The contractor is responsible for coordinating between sheets of the set and coordinating the work of subcontractors.
- All contractors and subcontractors must comply with all relevant state and local codes for their trades, as well as maintain safe site conditions at all times, adhering to applicable OSHA requirements.
- Any condition (connections, corner flashings, etc.) not detailed must be resolved to the satisfaction of the designer or engineer in a manner consistent with the project.
- Doors and cased openings near wall intersections should be positioned so that the edge of the finished opening is six inches from the face of the nearby wall unless otherwise specified. All other doors and cased openings must be centered between adjacent wall intersections.
- All concrete must meet a minimum strength of 3000 PSI within 28 days.
- The assumed soil bearing pressure is a minimum of 2000 PSF.
- The contractor is responsible for overseeing the construction process.
- A minimum of R-38 insulation must be installed above the ceiling, as indicated in the drawings.
- It is the contractor's responsibility to familiarize themselves with permit and inspection requirements from governmental agencies. The contractor must obtain all necessary permits before commencing construction and schedule inspections in accordance with agency instructions.
- Any elevations, details, hidden conditions, or products not shown on the drawings but required at the designers discretion must be provided and installed to the designers satisfaction at no cost to the owner.

CODES:

- FLORIDA BUILDING CODE (FBC) - RESIDENTIAL 2023, 8TH EDITION
- FLORIDA BUILDING CODE (FBC) - BUILDING 2023, 8TH EDITION
- FLORIDA BUILDING CODE (FBC) - EXISTING 2023, 8TH EDITION
- FLORIDA BUILDING CODE (FBC) - FUEL GAS 2023, 8TH EDITION
- FLORIDA BUILDING CODE (FBC) - MECHANICAL 2023, 8TH EDITION
- FLORIDA BUILDING CODE (FBC) - PLUMBING 2023, 8TH EDITION
- FLORIDA FIRE PROTECTION CODE (FFPC) 2023, 8TH EDITION
- NATIONAL ELECTRICAL CODE (NEC) 2020-NFPA 70
- NFPA 1 2021
- MFPA 101 2021
- AMERICAN SOCIETY OF CIVIL ENGINEERS (ASCE) 7-22

BUILDING INFORMATION:

CATEGORY:	EXISTING:	PROPOSED:
TOTAL AREA:	662 SF	-
LIVING AREA:	662 SF	-
# OF STORIES:	1	-
BUILDING HEIGHT:	EXISTING	-
EXIT DOORS CLEARANCE:	32"	-

DESIGN PARAMETERS:

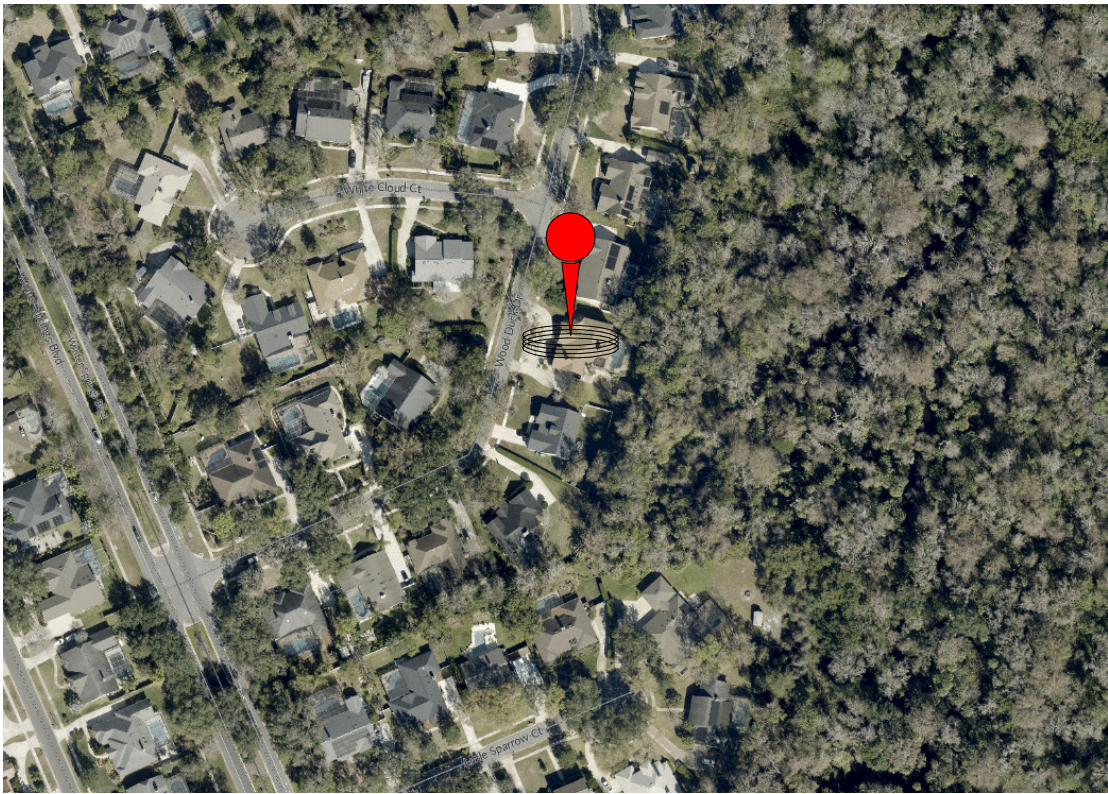
CATEGORY:	CRITERIA:
OCCUPANCY GROUP:	R-3
CONSTRUCTION TYPE:	V-B
DESIGN WIND SPEED:	140 MPH - ULTIMATE
NOMINAL WIND SPEED:	108 MPH
RISK CATEGORY:	II
BUILDING EXPOSURE:	B
WIND FACTOR:	1.0
INTERNAL PRESSURE COEFFICIENT:	+/- .18
TOPOGRAPHIC FACTOR:	1.0
WIND DIR. FACTOR KD	0.85
GUST EFFECT, G	0.85
ASSUMED SOIL BEARING	2,000 PSF
FLOOR:	40 PSF
ROOF LIVE LOAD:	20 PSF
ROOF DEAD LOAD:	10 PSF

DRAWING INDEX

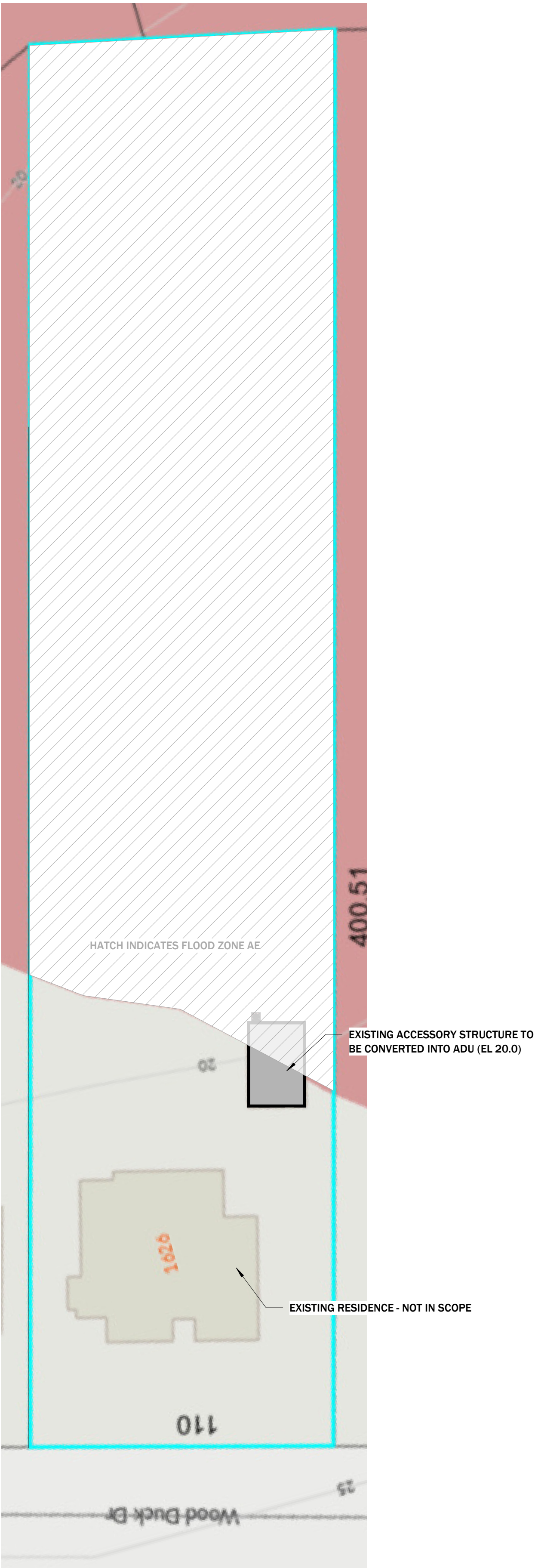
SHEET ORDER	SHEET NUMBER	SHEET NAME
1	C1	Cover Sheet
2	D1	Demolition Plan
3	S1	Structural Details
4	A1	Floor Plan
5	E1	Electrical Plan

PROJECT SUMMARY:

PROJECT CONSISTS OF THE CONVERSION OF AN EXISTING CONDITIONED ACCESSORY STRUCTURE INTO AN ACCESSORY DWELLING UNIT (ADU). WORK INCLUDES INFILLING SELECT EXISTING WINDOW OPENINGS, CREATION OF A NEW OPENING IN AN EXISTING EXTERIOR WALL, AND CONSTRUCTION OF NEW INTERIOR PARTITIONS AS SHOWN ON THE PLANS. ALL OTHER EXISTING CONDITIONS TO REMAIN UNLESS NOTED OTHERWISE.



PROJECT LOCATION

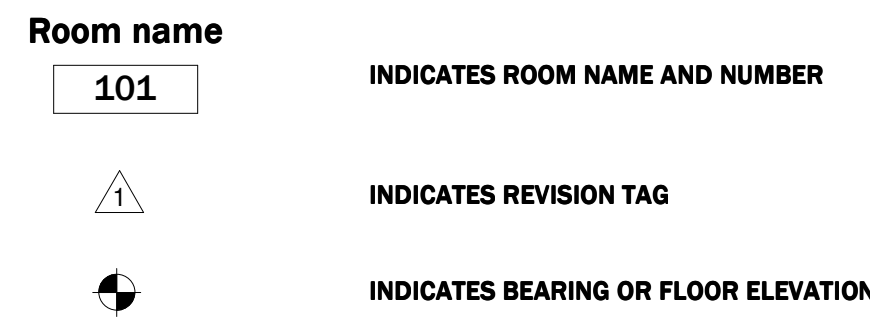
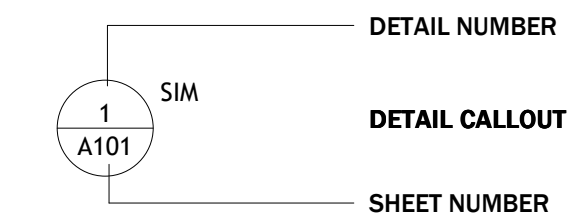
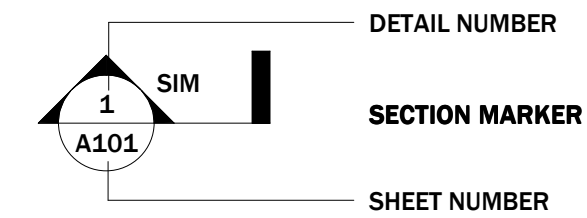


1 Site Plan - Existing
1" = 30'-0"

Florida Product Approval

Product	Manufacturer	Product Category	Model	Tested FL Approval #	Design Pressure
Windows	PGT	Single Hung	SH5500	FL 239.2	N/A +65/-70
Exterior Door	Plastpro	Swinging	Smooth Series	FL 15180.1	N/A +50/-50

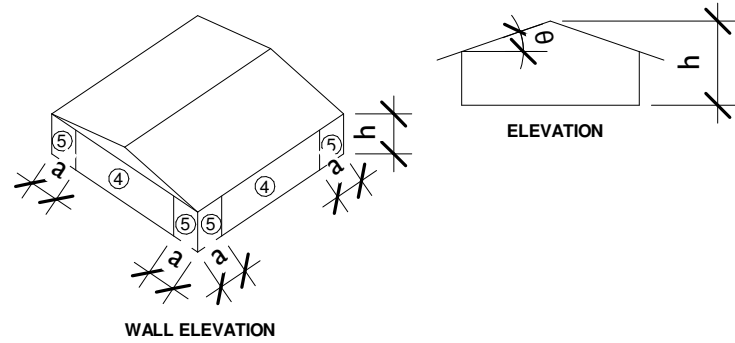
SYMBOLS LEGEND:



COMPONENTS AND CLADDING (WORST CASE)
EXPOSURE CAT B | ROOF HEIGHT 30FT | 140 MPH
FOR EXPOSURE CAT. FACTOR SEE TABLE BELOW

WALLS		
ZONE 4	+21.2	-22.9
ZONE 5	+21.2	-28.3

a=4 feet h=30 feet



ARCHDRAFTS
ARCHITECTURAL DRAFTING & DESIGN

4600 Old Lucerne Park Rd. #1
Winter Haven, FL 33881

luciano@archdrafts.com
(863)-229-6408

Omar Saleh
2026-05-12
10:30 AM
DESIGN

OMAR SALEH
REGISTERED ARCHITECT | AR101484

ADU Remodel - Gene Gamble

1626 WOOD DUCK DR WINTER SPRINGS, FL 32708

Revisions:

Date

No.

Description

Date: 05/11/2026
Project Number: 26010
Scale: As indicated

Cover Sheet

C1

Sheet:

1 of 5

A		INFO	INFORMATION
&	AND	INSUL	INSULATION
@	AT	L	LAVATORY
AC	AIR CONDITIONING	LAV	LAVATORY
AFF	ABOVE FINISHED FLOOR	M	
AFG	ABOVE FINISHED GRADE	MAX	MAXIMUM
ALT	ALTERNATE	MECH	MECHANICAL
ALUM	ALUMINIUM	MIN	MINIMUM
APPROX	APPROXIMATE	MISC	MISCELLANEOUS
ARCH	ARCHITECTURAL	MNF	MANUFACTURER
B		N	
BLDG	BUILDING	NA	NOT APPLICABLE
BM	BEAM	NTS	NOT TO SCALE
BOT	BOTTOM	O	
BRG	BEARING	OC	ON CENTER
C		OH	OVERHANG
CL	CENTERLINE	OPNG	OPENING
CLG	CEILING	P	
COL	COLUMN	PERIM	PERIMETER
CONC	CONCRETE	PLF	POUNDS PER LINEAR FOOT
CONT	CONTINUOUS	PLY	PLYWOOD
D		PREFAB	PREFABRICATED
DBL	DOUBLE	PSF	POUNDS PER SQUARE FOOT
DEMO	DEMOLITION	PT	PRESSURE TREATED
DIMS	DIMENSIONS	PTN	PARTITION
DN	DOWN	Q	
DS	DOWNSPOUT	QTY	QUANTITY
DW	DISHWASHER	R	
DWG	DRAWING	RECP	RECEPTACLE
E		REF	REFERENCE
CMU	CONCRETE MASONRY UNIT	REFR	REFRIGERATOR
EA	EACH	REINF	REINFORCED
ELEC	ELECTRICAL	REQ	REQUIRE/REQUIRED
ELEV	ELEVATION	REV	REVISION/REVISED
ENG	ENGINEER	S	
EQ	EQUAL	SCHED	SCHEDULE
EQUIP	EQUIPMENT	SF	SQUARE FEET/ FOOT
EXIST	EXISTING	SPEC	SPECIFICATION
F		SQ	SQUARE
FIN	FINISH	SS	STAINLESS STEEL
FIXT	FIXTURE	STRUCT	STRUCTURAL
FLUOR	FLUORESCENT	T	
FTG	FOOTING	TEMP	TEMPORARY
FURN	FURNITURE	THRU	THROUGH
FURR	FURRING	TLT	TOILET
G		TMPD	TEMPERED
GA	GAUGE	TOB	TOP OF BEAM
GALV	GALVANIZED	U	
GC	GENERAL CONTRACT	UNO	UNLESS NOTED OTHERWISE
GLAZ	GLAZING	V	
GYP	GYPSUM	VERT	VERTICAL
H		W	
HT.	HEIGHT	W/	WITH
I		WC	WATER CLOSET
IN	INCH/INCHES	WD	WOOD

Florida Product Approval

Product	Manufacturer	Product Category	Model	FL Approval #	Tested Pressure	Design Pressure
Windows	PGT	Single Hung	SH5500	FL 239.2	N/A	+65/-70
Exterior Door	Plastpro	Swinging	Smooth Series	FL 15180.1	N/A	+50/-50

SYMBOLS LEGEND:

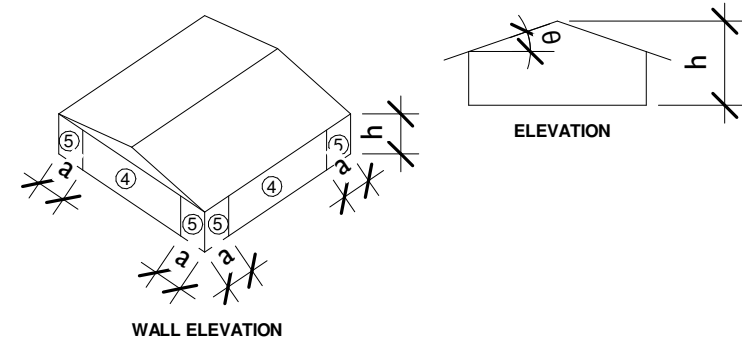
	DETAIL NUMBER
	SECTION MARKER
	SHEET NUMBER
	DETAIL CALLOUT
	ELEVATION MARKERS
	INDICATES ROOM NAME AND NUMBER
	INDICATES REVISION TAG
	INDICATES BEARING OR FLOOR ELEVATION

COMPONENTS AND CLADDING (WORST CASE)

EXPOSURE CAT B | ROOF HEIGHT 30FT | 140 MPH
FOR EXPOSURE CAT. FACTOR SEE TABLE BELOW

WALLS		
ZONE 4	+21.2	-22.9
ZONE 5	+21.2	-28.3

a=4 feet h=30 feet



GENERAL NOTES:

- All work must adhere to the 2023 Florida Building Code, 8th Edition.
- The contractor is responsible for on-site verification of construction details and promptly reporting any deviations between the plans and existing conditions to the engineer before proceeding with the work.
- Dimensions indicated on the drawings are approximate and should be verified by the contractor. The contractor must accurately measure all existing conditions to ensure precise placement of new construction.
- Typical details are provided; similar situations should follow corresponding details.
- Scaling of these drawings is strictly prohibited.
- The structural engineer assumes no responsibility for supervising construction or ensuring proper execution of the work depicted on these drawings. Safety methods and techniques are the sole responsibility of the contractor.
- The engineer's plans and details apply solely to the completed work. The engineer does not assume responsibility for construction procedures required to achieve the final work.
- The contractor is responsible for repairing and restoring any damage to existing conditions
- The contractor is solely responsible for designing and providing adequate shoring, bracing, underpinning, etc., necessary to protect life and property before and during construction.
- Compaction of all disturbed soil is required to achieve a relative density of at least 95%.
- The set of documents must remain intact; any product or work shown on any sheet must be included by the contractor with or without specific details.
- The contractor is responsible for coordinating between sheets of the set and coordinating the work of subcontractors.
- All contractors and subcontractors must comply with all relevant state and local codes for their trades, as well as maintain safe site conditions at all times, adhering to applicable OSHA requirements.
- Any condition (connections, corner flashings, etc.) not detailed must be resolved to the satisfaction of the designer or engineer in a manner consistent with the project.
- Doors and cased openings near wall intersections should be positioned so that the edge of the finished opening is six inches from the face of the nearby wall unless otherwise specified. All other doors and cased openings must be centered between adjacent wall intersections.
- All concrete must meet a minimum strength of 3000 PSI within 28 days.
- The assumed soil bearing pressure is a minimum of 2000 PSF.
- The contractor is responsible for overseeing the construction process.
- A minimum of R-38 insulation must be installed above the ceiling, as indicated in the drawings.
- It is the contractor's responsibility to familiarize themselves with permit and inspection requirements from governmental agencies. The contractor must obtain all necessary permits before commencing construction and schedule inspections in accordance with agency instructions.
- Any elevations, details, hidden conditions, or products not shown on the drawings but required at the designers discretion must be provided and installed to the designers satisfaction at no cost to the owner.

CODES:

• FLORIDA BUILDING CODE (FBC) - RESIDENTIAL	2023, 8TH EDITION
• FLORIDA BUILDING CODE (FBC) - BUILDING	2023, 8TH EDITION
• FLORIDA BUILDING CODE (FBC) - EXISTING	2023, 8TH EDITION
• FLORIDA BUILDING CODE (FBC) - FUEL GAS	2023, 8TH EDITION
• FLORIDA BUILDING CODE (FBC) - MECHANICAL	2023, 8TH EDITION
• FLORIDA BUILDING CODE (FBC) - PLUMBING	2023, 8TH EDITION
• FLORIDA FIRE PROTECTION CODE (FFPC)	2023, 8TH EDITION
• NATIONAL ELECTRICAL CODE (NEC)	2020-NFPA 70
• NFPA 1	2021
• MFPA 101	2021
• AMERICAN SOCIETY OF CIVIL ENGINEERS (ASCE)	7-22

BUILDING INFORMATION:

CATEGORY:	EXISTING:	PROPOSED:
TOTAL AREA:	662 SF	-
LIVING AREA:	662 SF	-
# OF STORIES:	1	-
BUILDING HEIGHT:	EXISTING	-
EXIT DOORS CLEARANCE:	32"	-

DESIGN PARAMETERS:

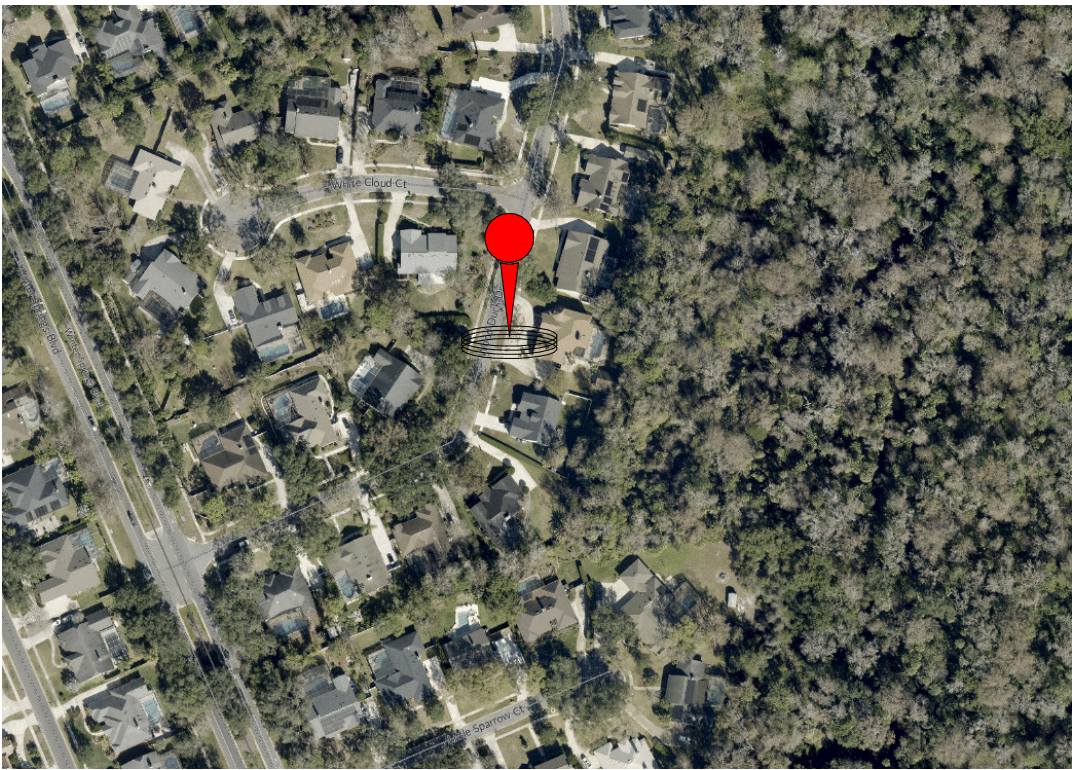
CATEGORY:	CRITERIA:
OCCUPANCY GROUP:	R-3
CONSTRUCTION TYPE:	V-B
DESIGN WIND SPEED:	140 MPH - ULTIMATE
NOMINAL WIND SPEED:	108 MPH
RISK CATEGORY:	II
BUILDING EXPOSURE:	B
WIND FACTOR:	1.0
INTERNAL PRESSURE COEFFICIENT:	+/- .18
TOPOGRAPHIC FACTOR:	1.0
WIND DIR. FACTOR KD	0.85
GUST EFFECT, G	0.85
ASSUMED SOIL BEARING	2,000 PSF
FLOOR:	40 PSF
ROOF LIVE LOAD:	20 PSF
ROOF DEAD LOAD:	10 PSF

DRAWING INDEX

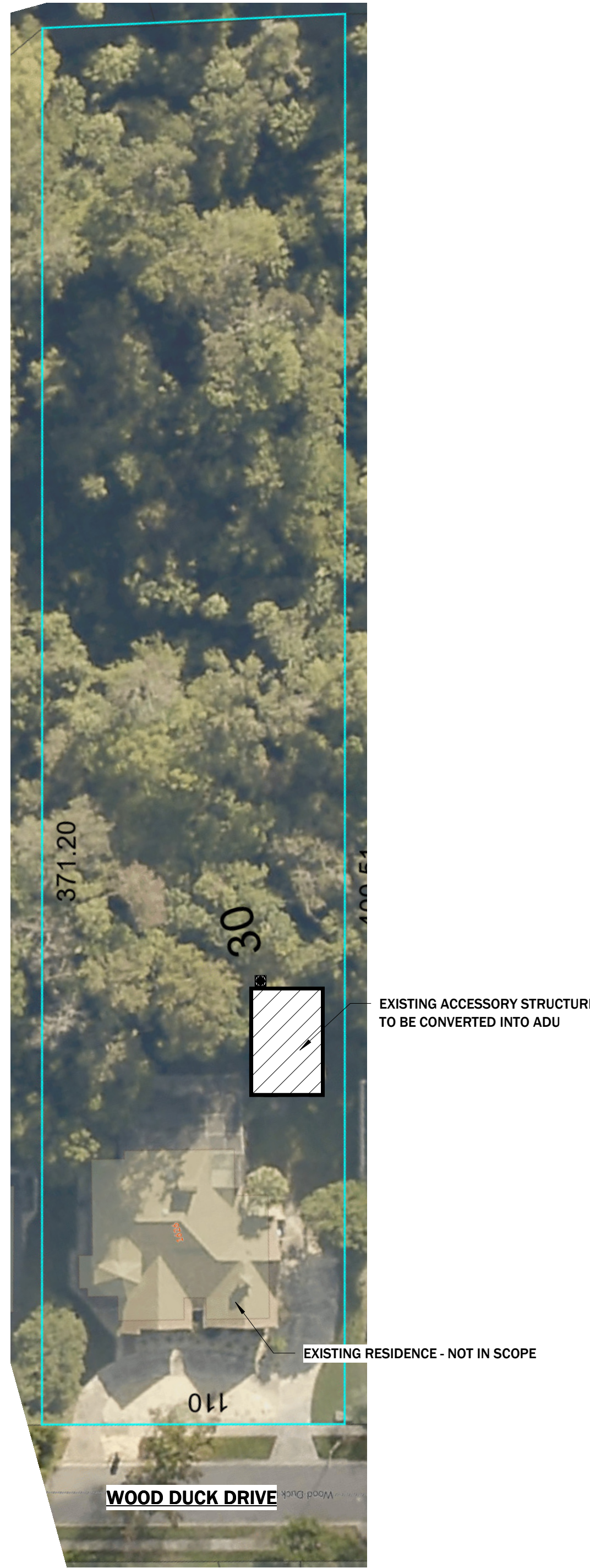
SHEET ORDER	SHEET NUMBER	SHEET NAME
1	C1	Cover Sheet
2	D1	Demolition Plan
3	S1	Structural Details
4	A1	Floor Plan
5	E1	Electrical Plan

PROJECT SUMMARY:

PROJECT CONSISTS OF THE CONVERSION OF AN EXISTING CONDITIONED ACCESSORY STRUCTURE INTO AN ACCESSORY DWELLING UNIT (ADU). WORK INCLUDES INFILLING SELECT EXISTING WINDOW OPENINGS, CREATION OF A NEW OPENING IN AN EXISTING EXTERIOR WALL, AND CONSTRUCTION OF NEW INTERIOR PARTITIONS AS SHOWN ON THE PLANS. ALL OTHER EXISTING CONDITIONS TO REMAIN UNLESS NOTED OTHERWISE.



PROJECT LOCATION



1 Site Plan - Existing

1" = 30'-0"



Omar Saleh
2026.05.04
11:56 19-04-00
DESIGN



OMAR SALEH
REGISTERED ARCHITECT | AR101484

ADU Remodel - Gene Gamble

1626 WOOD DUCK DR WINTER SPRINGS, FL 32708

Revisions:

Date

No.

Description

Date:

05/01/2026

Project Number:

26010

Scale:

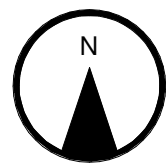
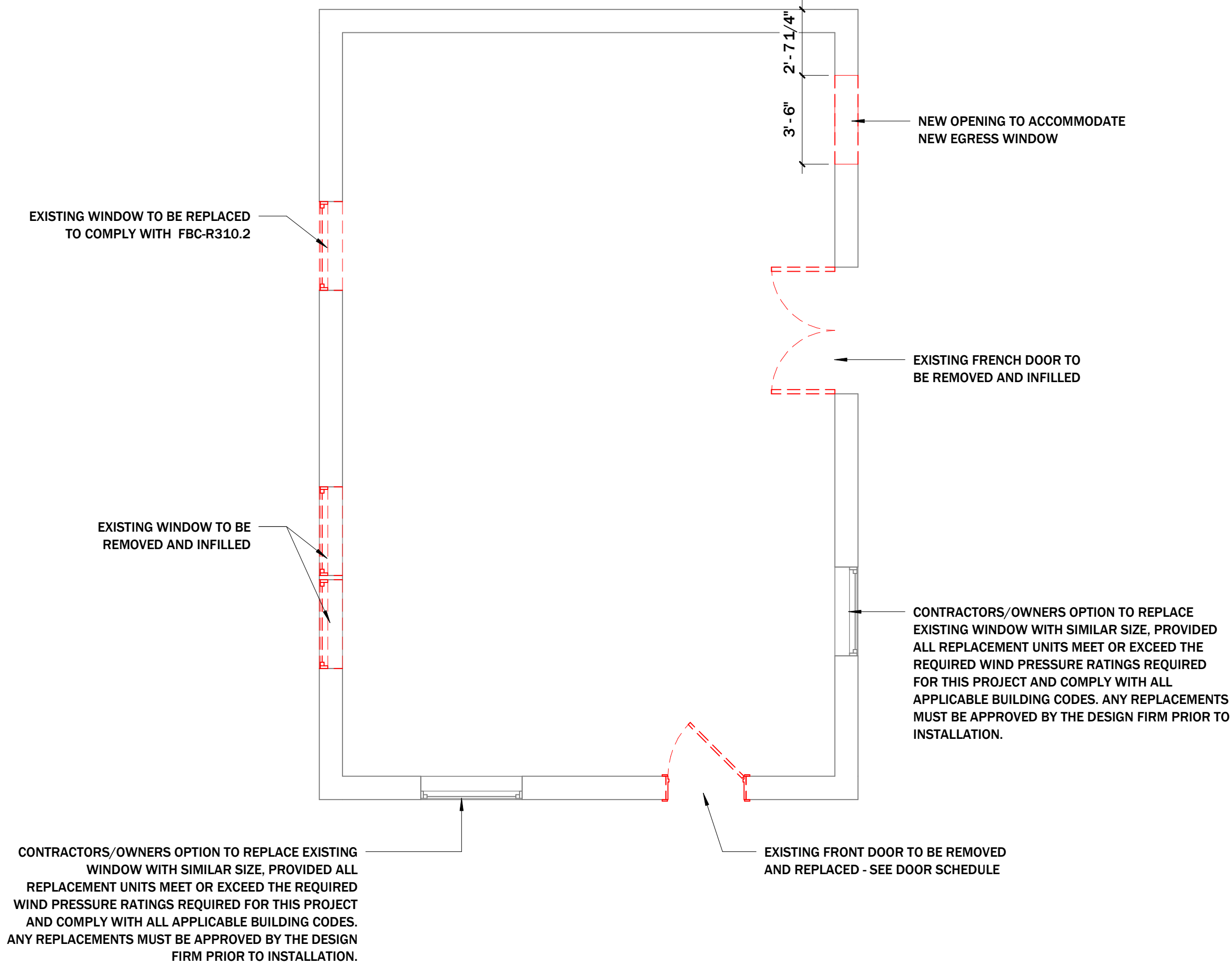
As indicated

Cover Sheet

C1

Sheet:

1 of 5



Floor Plan - Demolition

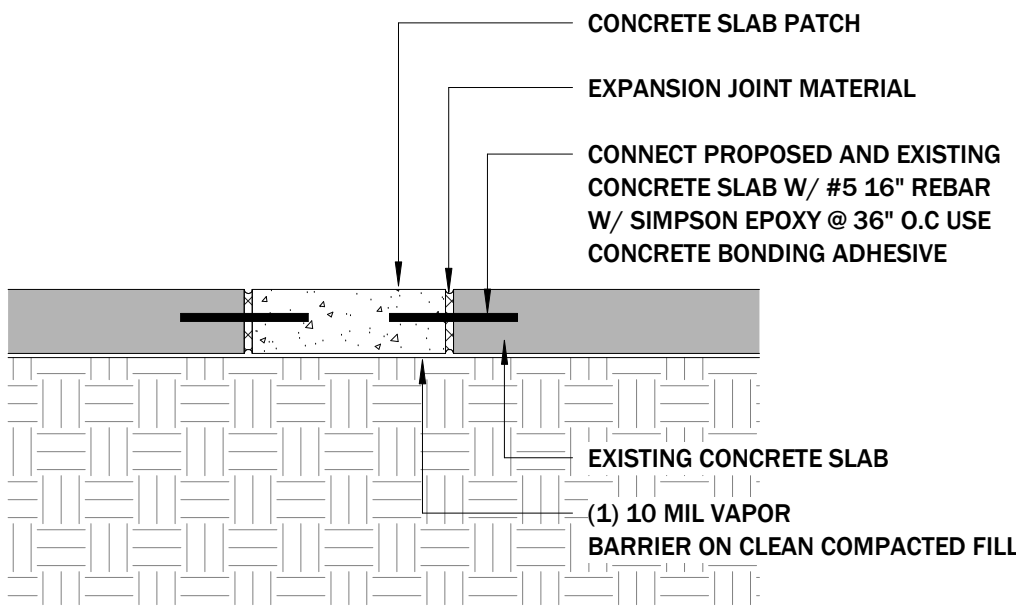
1/4" = 1'-0"

GENERAL DEMOLITION NOTES:

- A. Repair and Patch:**
A.1. In areas where demolition occurs, existing building elements to remain shall be patched and repaired to ensure a smooth and stable surface for the installation of new finishes.
A.2. Repaired areas must be finished to match the adjacent surfaces.
- B. Protection of Existing Elements:**
B.1. During demolition and construction, the contractor is responsible for protecting all existing elements that are to remain.
B.2. Any items damaged by the contractor during these activities shall be replaced or repaired at no cost to the owner.
- C. Temporary Shoring:**
C.1. Prior to the demolition of bearing walls, the contractor must provide temporary shoring to ensure the stability of the structure.
- D. Excavation Procedures:**
D.1. All excavation work within the building or at the perimeter must be performed manually by hand. The use of trenching machines is prohibited.
- E. Sawcutting for Modifications:**
E.1. Minor sawcutting may be necessary for plumbing and restroom modifications as required by the project.
- F. Removal and Relocation of Fixtures:**
F.1. All existing outlets, switches, and thermostats located in walls to be removed must be disconnected and relocated as needed to accommodate the demolition and construction activities.

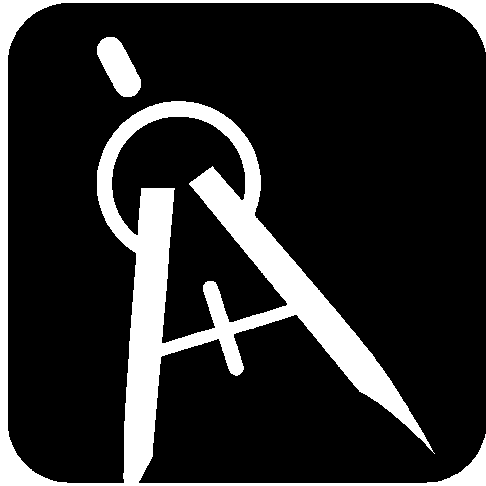
DEMOLITION LEGEND:

- EXISTING TO REMAIN
- EXISTING TO BE DEMOLISHED



2 Concrete Repair Detail

1" = 1'-0"



ARCHDRAFTS
ARCHITECTURAL DRAFTING & DESIGN

4600 Old Lucerne Park Rd. #1
Winter Haven, FL 33881

luciano@archdrafts.com
(863)-229-6408



OMAR SALEH
REGISTERED ARCHITECT | AR101484

ADU Remodel - Gene Gamble

1626 WOOD DUCK DR WINTER SPRINGS, FL 32708

Revisions:

Date

Description

No.

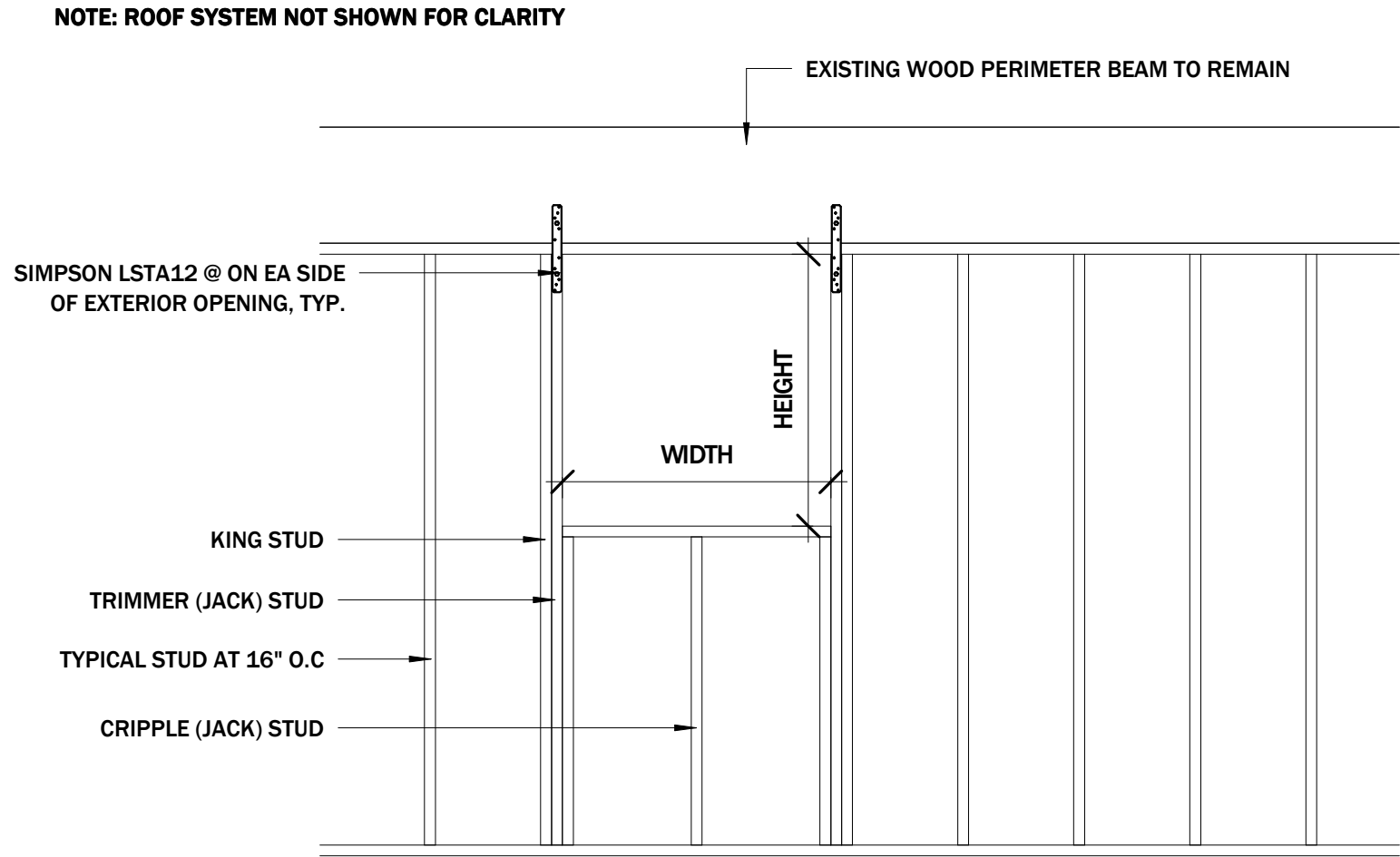
Date: 05/01/2026
Project Number: 26010
Scale: As indicated

Demolition Plan

D1

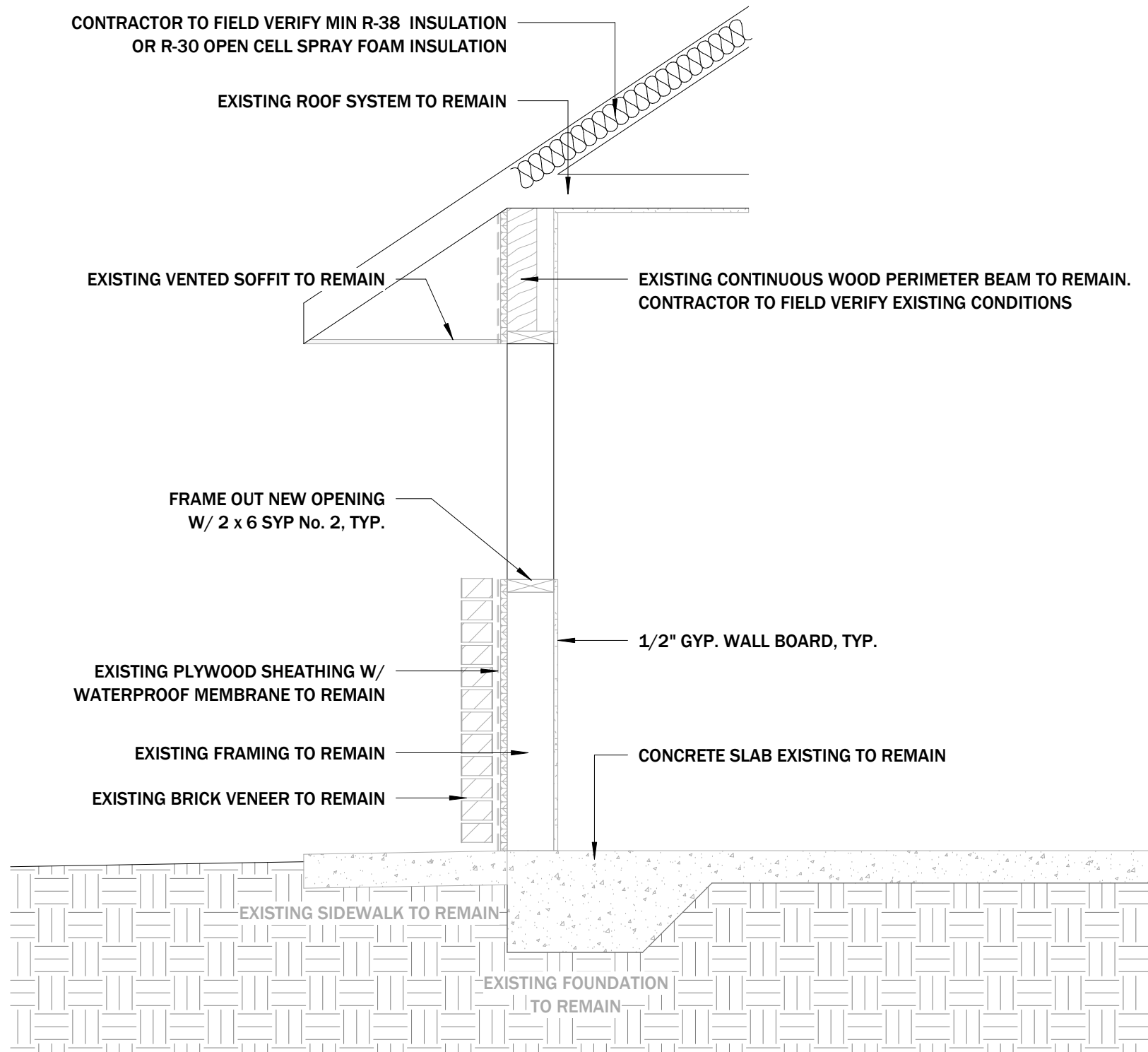
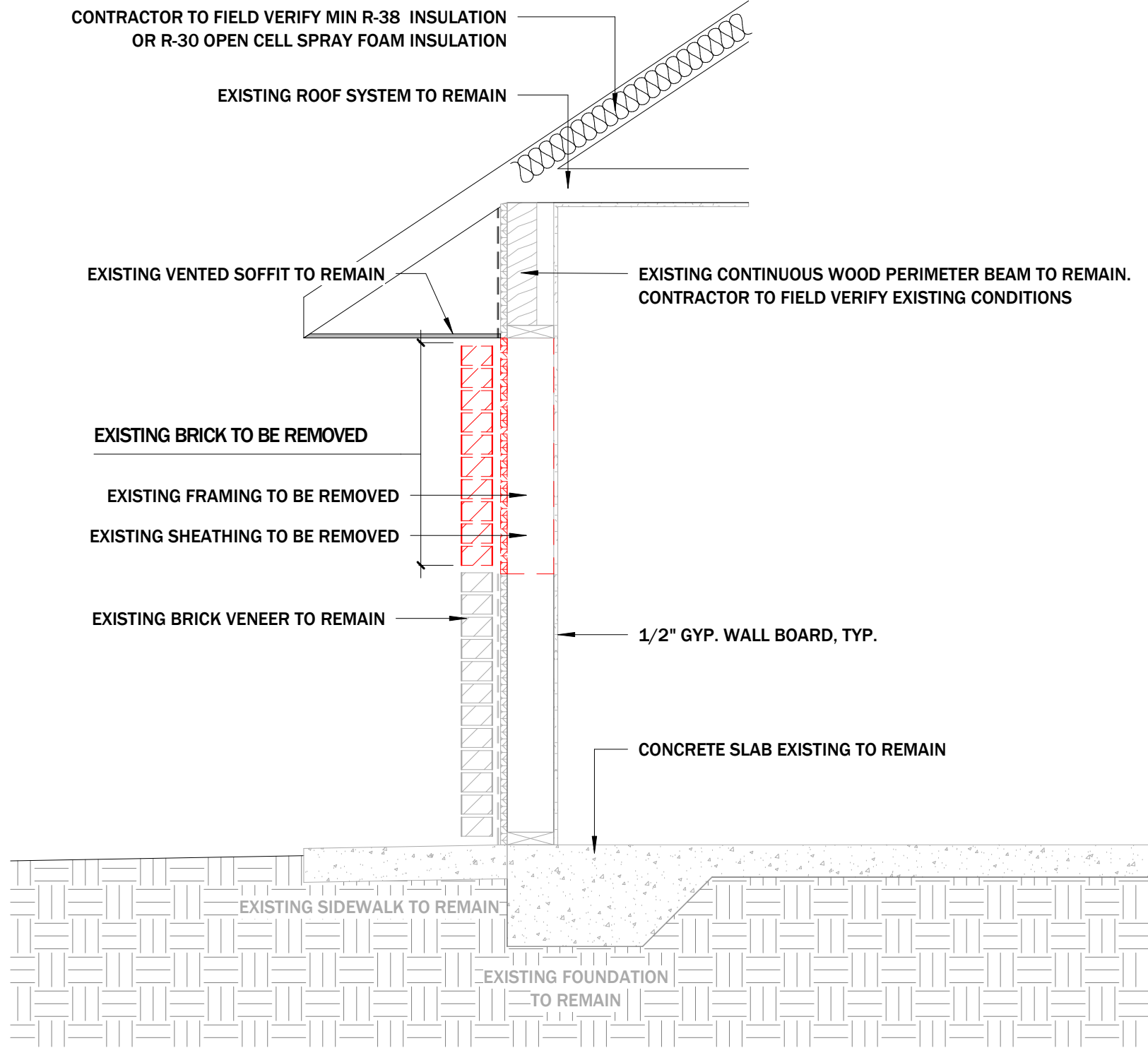
Sheet:

2 of 5

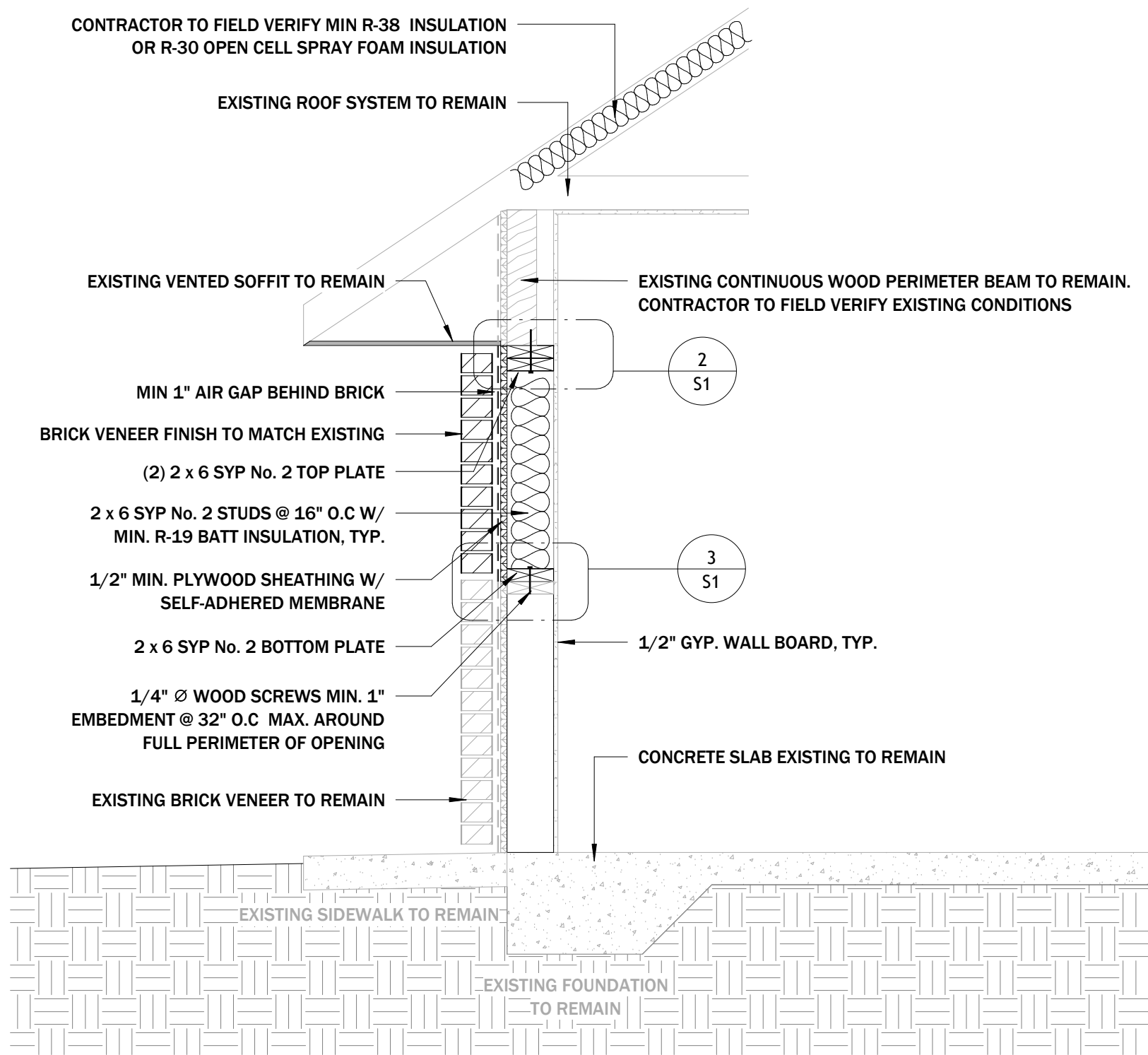


6 Wall Framing @ New Openings, Typ.
1/2" = 1'-0"

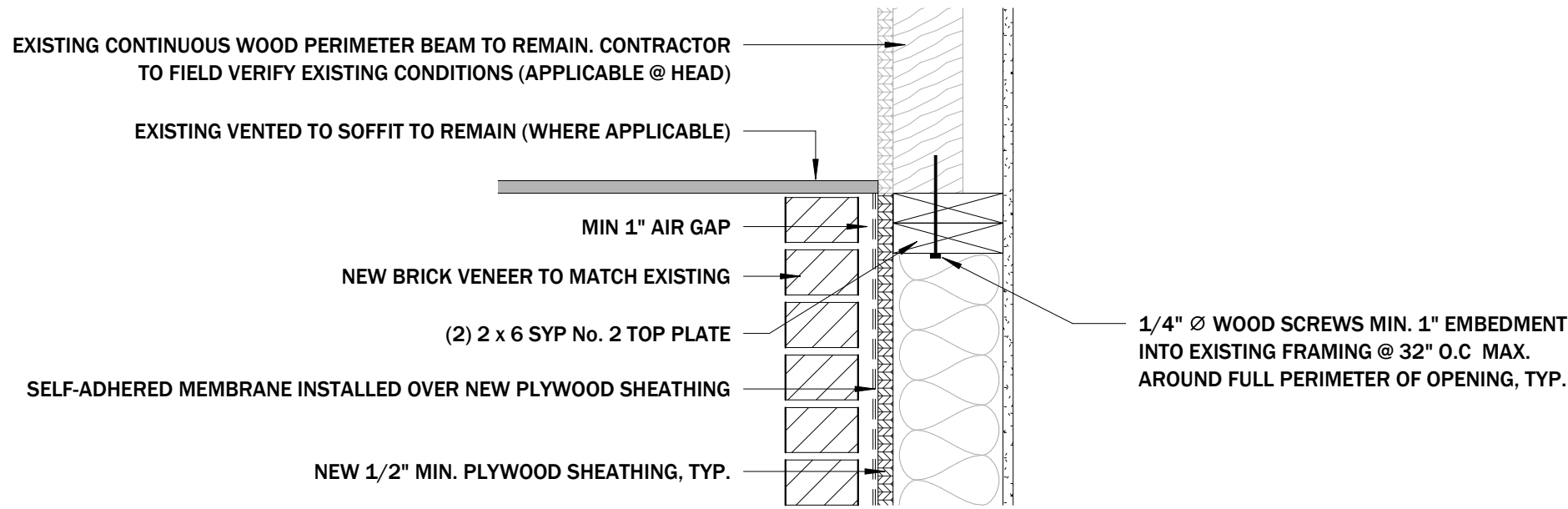
DEMOLITION @ EXTERIOR WALL FOR NEW OPENING, TYP.



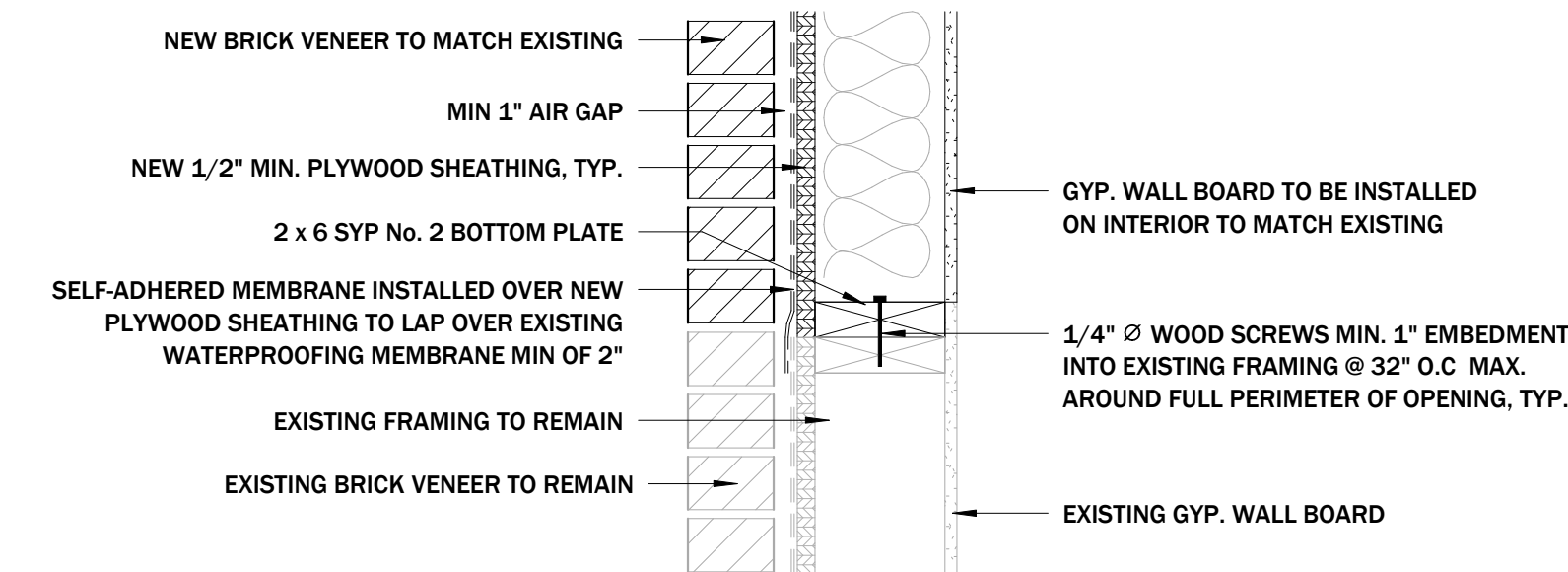
5 New Opening @ Exterior Wall, Typ.
3/4" = 1'-0"



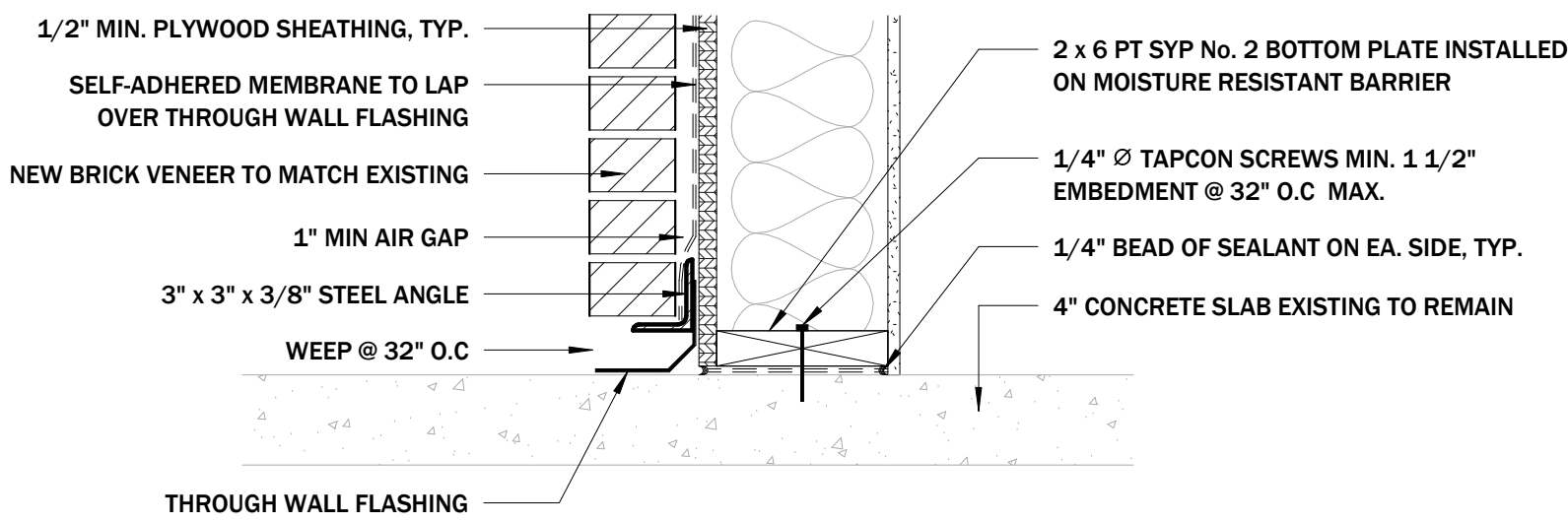
1 Exterior Wall Infill, Typ.
3/4" = 1'-0"



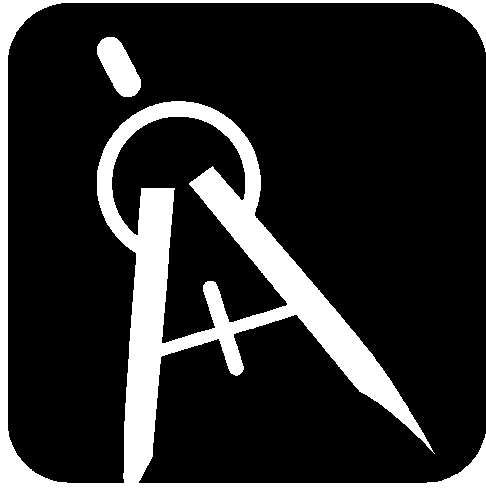
2 Exterior Wall Infill Flashing @ Head/Jamb, Typ.
1 1/2" = 1'-0"



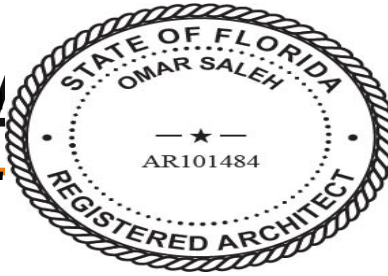
3 Exterior Wall Infill Flashing @ Window Sill, Typ.
1 1/2" = 1'-0"



4 Exterior Wall Infill Flashing @ Door Sill, Typ.
1 1/2" = 1'-0"



ARCHDRAFTS
ARCHITECTURAL DRAFTING & DESIGN
4600 Old Lucerne Park Rd. #1
Winter Haven, FL 33881
luciano@archdrafts.com
(863)-229-6408



OMAR SALEH
REGISTERED ARCHITECT | AR101484

ADU Remodel - Gene
Gamble

1626 WOOD DUCK DR WINTER SPRINGS, FL 32708

Revisions:

Date

No. Description

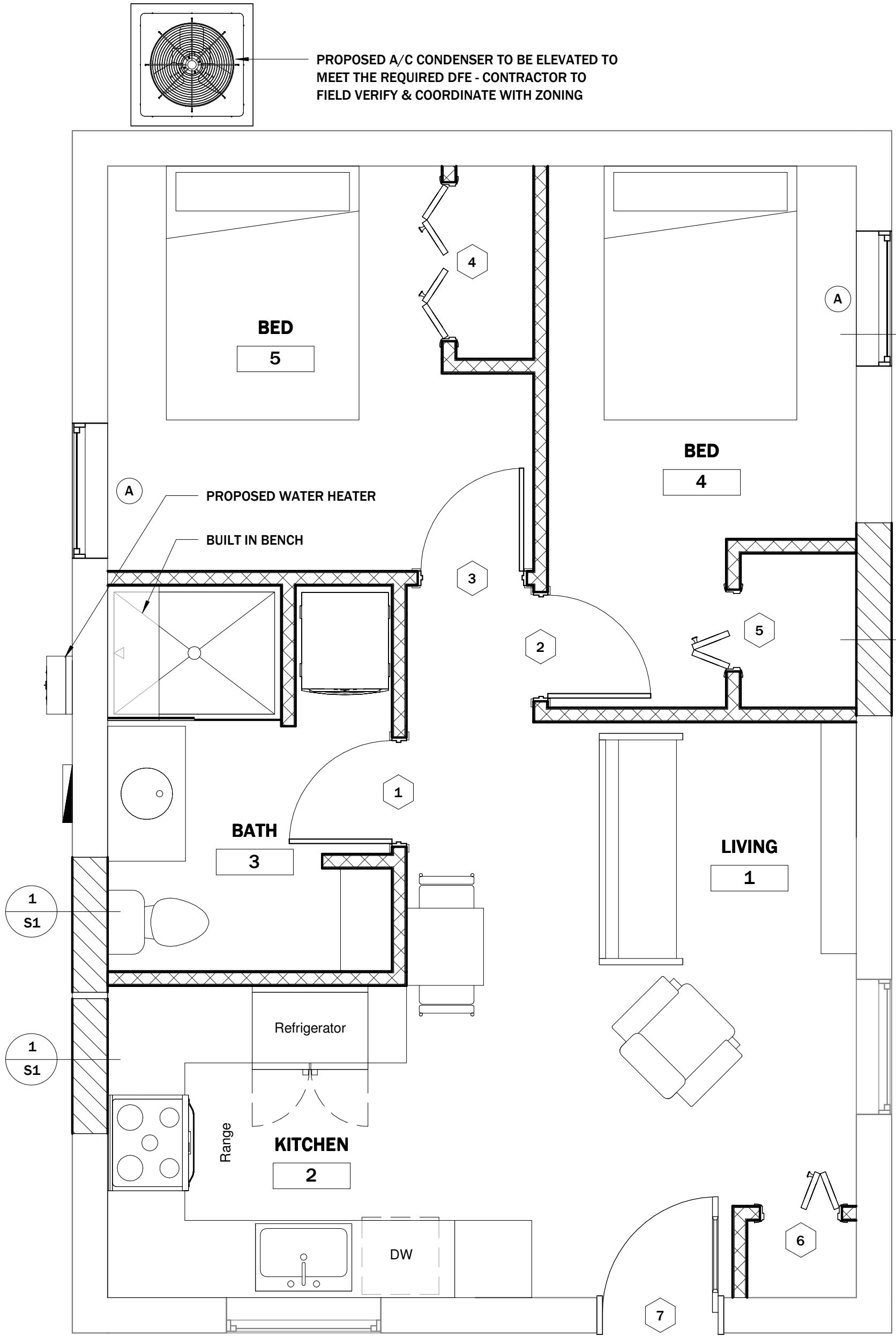
Date: 05/01/2026
Project Number: 26010
Scale: As indicated

Structural Details

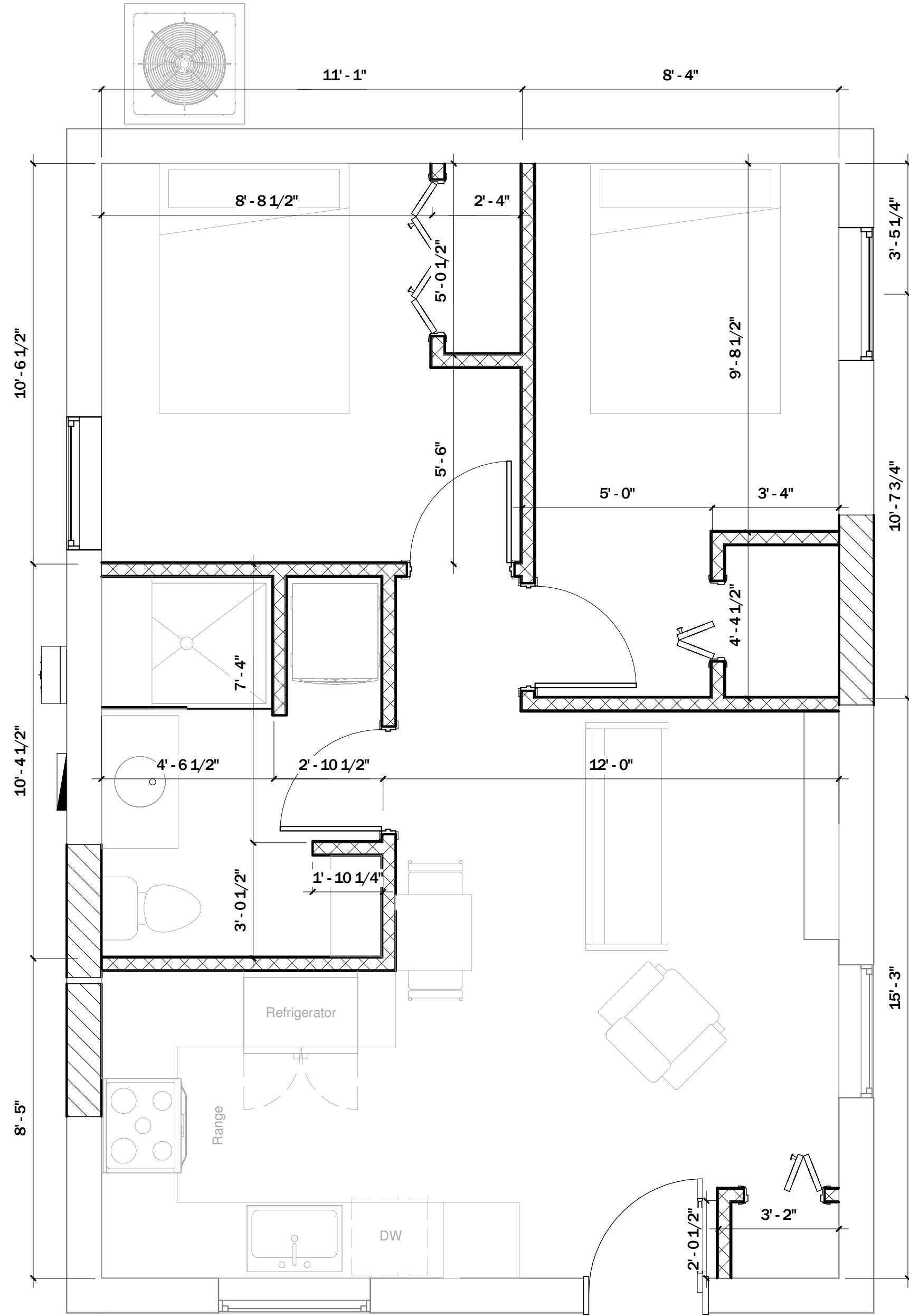
S1

Sheet:

3 of 5



Floor Plan - Proposed
3/8" = 1'-0"



Floor Plan - Dimensions
3/8" = 1'-0"

DOOR SCHEDULE

Door Number	Door Type	Door Size	Manufacturer Model	Material	Frame Type	Description	Door Finish	Comments
1	D1	2'-8" x 6'-8"	N/A	N/A	HCW	PH	INTERIOR - SWINGING	O.V
2	D1	2'-8" x 6'-8"	N/A	N/A	HCW	PH	INTERIOR - SWINGING	O.V
3	D1	2'-8" x 6'-8"	N/A	N/A	HCW	PH	INTERIOR - SWINGING	O.V
4	D2	4'-0" x 6'-8"	N/A	N/A	HCW	PH	INTERIOR - BIFOLD	O.V
5	D4	2'-8" x 6'-8"	N/A	N/A	HCW	BF	INTERIOR - BIFOLD	O.V
6	D3	24" x 84"	N/A	N/A	HCW	BF	INTERIOR - BIFOLD	O.V
7	D4	3'-0" x 6'-8"	Plastpro	DRS12L	FG	PH	EXTERIOR - SWINGING	O.V 1, 2

WINDOW SCHEDULE

Type Mark	Quantity	Window Size	Height Type	Manufacturer Model	Material	Finish	Head Height	Comments
A	2	3'-6"	4'-0"	Window-Single-Hung	PGT	SH5500	VL	O.V 6'-8" 3

SCHEDULE KEY:

N/A	NOT APPLICABLE
HCW	HOLLOW CORE WOOD
VL	VINYL
PH	PRE HUNG
MNF	PROVIDED BY MANUFACTURER
OV	OWNER VERIFY
BF	BI FOLD
FG	FIBERGLASS

COMMENTS:

- CONTRACTOR TO PROVIDE WEATHERSTRIPPING AND ENSURE PREVENTION OF AIR AND MOISTURE INFILTRATION.
- CONTRACTOR TO PROVIDE STANDARD EXTERIOR GRADE LOCKSET
- EGRESS WINDOW

NOTE:

CONTRACTOR/OWNER MAY REPLACE SPECIFIED WINDOWS AND DOORS WITH EQUAL OR SUPERIOR PRODUCTS, PROVIDED ALL SUBSTITUTED UNITS MEET OR EXCEED THE REQUIRED WIND PRESSURE RATINGS REQUIRED FOR THIS PROJECT AND COMPLY WITH ALL APPLICABLE BUILDING CODES. ANY REPLACEMENTS MUST BE APPROVED BY THE DESIGN FIRM PRIOR TO INSTALLATION.

DOOR LEGEND:

	D1	TYPE D1 2'-8" x 6'-8" INTERIOR - SWINGING HOLLOW CORE WOOD
	D2	TYPE D2 4'-0" x 6'-8" INTERIOR - 4 PANEL BIFOLD HOLLOW CORE WOOD
	D3	TYPE D3 2'-8" x 6'-8" INTERIOR - BIFOLD HOLLOW CORE WOOD
	D4	TYPE D4 3'-0" x 6'-8" EXTERIOR - SWINGING PLASTPRO - DRS12L FIBERGLASS DOOR

WINDOW LEGEND:

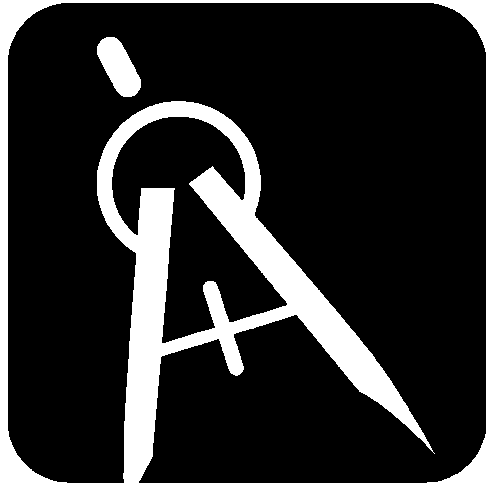
	A	TYPE A SINGLE HUNG PGT - SH5500 IMPACT RESISTANT
--	----------	--

GENERAL FLOOR PLAN NOTES:

- UNLESS OTHERWISE NOTED IN THE DRAWINGS, SPECIFICATIONS, OR DOCUMENTS, THE FOLLOWING GENERAL NOTES APPLY TO THIS PROJECT:
- DO NOT SCALE DRAWINGS. CONSTRUCTION MUST BE BASED ON CALCULATED DIMENSIONS ONLY. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE. IF DIMENSIONS ARE UNCLEAR OR MISSING, SEEK CLARIFICATION FROM THE ARCHITECT. ANY DISCREPANCIES MUST BE IMMEDIATELY REPORTED FOR RESOLUTION.
 - ALL DIMENSIONS ARE TO BE MEASURED FROM GRIDLINES, FACE OF STUDS OR MASONRY WALLS, AND CENTERLINES OF STRUCTURAL COLUMNS. MAINTAIN DIMENSIONS LABELED "CLEAR" AS UNOBSTRUCTED, FINISHED SPACE BETWEEN SURFACES. FOR ADA COMPLIANCE, CLEAR DIMENSIONS MUST BE VERIFIED AGAINST ACCESSIBILITY STANDARDS.
 - ALL CONSTRUCTION SHALL COMPLY WITH CURRENT APPLICABLE BUILDING CODES, FIRE CODES, AND REGULATIONS AS LISTED IN THE CODE SUMMARY, AS WELL AS ANY REQUIREMENTS SET FORTH BY THE LOCAL AUTHORITY HAVING JURISDICTION (AHJ).
 - WORK NOTED AS "BY OTHERS," "NIC," OR "SUPPLIED BY OWNER" IS TO BE PROVIDED UNDER A SEPARATE AGREEMENT BY THE OWNER OR THE OWNER'S CONSULTANT. ANY OWNER-PROVIDED MATERIALS THAT WILL BE INSTALLED BY THE CONTRACTOR MUST BE CLEARLY DEFINED IN THE CONSTRUCTION CONTRACT.
 - ALL INTERIOR DOORS ARE 6'-8" UNLESS OTHERWISE SPECIFIED.
 - INTERIOR CEILING DRYWALL MUST BE EITHER 5/8" GYPSUM BOARD OR 1/2" SAG-RESISTANT CONTROL DENSITY BOARD.
 - PROVIDE FIRESTOPPING AND DRAFTSTOPPING AS REQUIRED BY THE APPLICABLE BUILDING AND FIRE CODES. THIS INCLUDES PROPER DETAILING AT WALLS, PARTITIONS, BULKHEADS, CHASES, AND OTHER ENCLOSURES, AS WELL AS PENETRATIONS OF FIRE-RATED ASSEMBLIES. COORDINATE WITH MEP TRADES FOR THROUGH-PENETRATION FIRESTOP SYSTEMS.
 - GARAGE SPACES MUST BE SEPARATED FROM THE RESIDENCE AND ATTIC BY A MINIMUM OF 1/2" GYPSUM BOARD AND 5/8" TYPE "X" GYPSUM BOARD FROM HABITABLE ROOMS ABOVE THE GARAGE, PER FBC 2023 R302.6. OPENINGS BETWEEN DESIGNATED GARAGE SPACES MUST BE EQUIPPED WITH SOLID WOOD DOORS NOT LESS THAN 1 3/8" IN THICKNESS, SOLID OR HONEYCOMB-CORE STEEL DOORS NOT LESS THAN 1 3/8", OR 20 MIN. FIRE-RATED DOORS WITH A SELF-CLOSING DEVICE, AS PER SEC. R302.5.1.
 - MAINTAIN ALL REQUIRED CLEARANCES IN ADA-COMPLIANT GUEST ROOMS, RESTROOMS, AND PUBLIC AREAS. SPECIAL ATTENTION MUST BE PAID TO CLEARANCES FOR WHEELCHAIRS, DOORWAYS, AND FIXTURES IN ACCORDANCE WITH ADA ACCESSIBILITY GUIDELINES (ADAAG). VERIFY THAT ALL PUBLIC SPACES MEET ADA REQUIREMENTS PRIOR TO FINAL INSPECTION.
 - CONTRACTOR MUST VERIFY WINDOW AND DOOR ROUGH OPENING SIZES WITH INSTALLATION REQUIREMENTS BEFORE INSTALLATION.
 - ALIGN THE FINISHED FACE OF CONTINUOUS PARTITIONS THAT CHANGE PARTITION TYPES ALONG A STRAIGHT RUN.
 - UNLESS OTHERWISE NOTED, ALL INTERIOR FRAME WALL DIMENSIONS ARE 3 1/2" AND ALL FRAMED PLUMBING WALL DIMENSIONS ARE 5 1/2".
 - UNLESS OTHERWISE NOTED, ALL EXTERIOR BLOCK WALL DIMENSIONS ARE 7 5/8".
 - ALL STRUCTURAL FRAMING, INCLUDING BEAMS AND COLUMNS, MUST BE SYP. BUILT-UP COLUMNS MUST BE 2X4 SYP NAILED @8" O.C. WITH 10D NAILS STAGGERED ALONG THE LENGTH OF THE COLUMN, EACH LAYER.
 - ENSURE THAT THE FINISHED FACE OF CONTINUOUS PARTITIONS, PARTICULARLY THOSE CHANGING TYPE ALONG A STRAIGHT RUN, REMAINS ALIGNED AND VISUALLY CONSISTENT.
 - ENSURE THE PROPER LOCATION OF INSPECTOR'S TEST VALVES, SIGHT GLASSES, AND OTHER REQUIRED FIRE PROTECTION COMPONENTS. INSTALL FIRE-RATED ACCESS PANELS WHERE NECESSARY, AND ENSURE ALL FIRE-RATED ASSEMBLIES ARE COMPLETED AND INSPECTED PER CODE.
 - CONTRACTOR MUST COORDINATE WITH MEP TRADES TO ENSURE THAT ALL SYSTEMS ARE PROPERLY INSTALLED, CONCEALED WHERE NECESSARY, AND MEET THE REQUIRED CODE STANDARDS. SPECIAL ATTENTION MUST BE GIVEN TO HVAC SYSTEMS, FIRE SUPPRESSION, AND ELECTRICAL DISTRIBUTION.
 - CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT ALL EGRESS PATHS, EMERGENCY LIGHTING, AND EXIT SIGNAGE MEET THE REQUIRED BUILDING AND FIRE CODES. COORDINATE WITH THE LOCAL AHJ TO VERIFY THAT OCCUPANCY LIMITS AND EGRESS ROUTES ARE COMPLIANT, ESPECIALLY IN ASSEMBLY SPACES OR MULTI-TENANT BUILDINGS.
 - ALL WET WALLS MUST HAVE 16" O.C. FRAMING OR FURRING.
 - DUCTS IN THE GARAGE AND DUCTS PENETRATING THE WALLS OR CEILINGS SEPARATING THE DWELLING FROM THE GARAGE MUST BE CONSTRUCTED OF A MINIMUM N° 26 GAGE SHEET STEEL, 1-INCH MINIMUM RIGID NONMETALLIC CLASS 0 OR CLASS 1 DUCT BOARD, OR OTHER APPROVED MATERIAL AND MUST HAVE NO OPENINGS INTO THE GARAGE (FBCR 302.5.2).
 - EXTERIOR BUILDING SIGNAGE AND POOL ARE NOT APPROVED WITHIN THE SCOPE OF THE BUILDING PERMIT. CONTRACTOR TO INSTALL ELECTRICAL JUNCTION BOXES FOR SIGNAGE AND COORDINATE WITH OWNER/ ARCHITECT TO OBTAIN SEPARATE SIGNAGE/ POOL PERMITS.
 - THE CONTRACTOR BEARS FULL RESPONSIBILITY FOR DELIVERING A FULLY COMPLIANT AND FUNCTIONAL BUILDING, COMPLYING WITH CODE REQUIREMENTS, WHETHER EXPLICITLY INDICATED ON THE PLANS OR NOT. THIS INCLUDES INCORPORATING ADDITIONAL INFORMATION THROUGH SUBMITTALS AND COORDINATION EFFORTS AS NEEDED.
 - NOTIFY DESIGNER IN WRITING OF ANY VARIATIONS OR DEVIATIONS IN DIMENSIONS, CONDITIONS, OR SPECIFICATIONS ON THESE PLANS.

FLOOR PLAN LEGEND:

	- EXISTING WALL TO REMAIN
	- INFILL @ EXISTING WALL
	- INTERIOR WALL, TYP.
	- INDICATES WINDOW TYPE
	- INDICATES DOOR NUMBER
Room name	
	- INDICATES ROOM NAME AND NUMBER



ARCHDRAFTS
ARCHITECTURAL DRAFTING & DESIGN

4600 Old Lucerne Park Rd. #1
Winter Haven, FL 33881

luciano@archdrafts.com
(863)-229-6408



OMAR SALEH
REGISTERED ARCHITECT | AR101484

ADU Remodel - Gene Gamble

1626 WOOD DUCK DR WINTER SPRINGS, FL 32708

Revisions:

Date

No.

Description

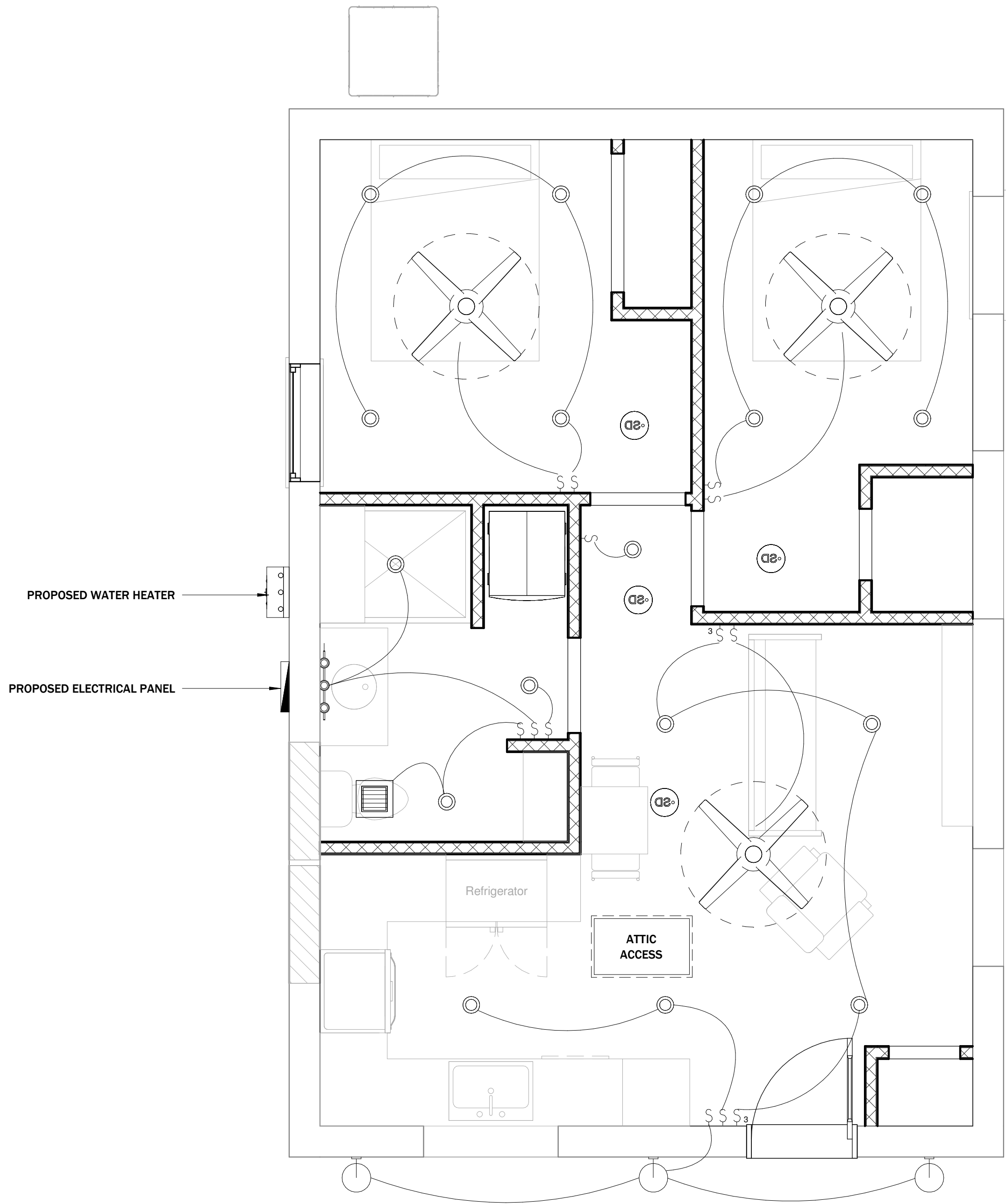
Date: 05/01/2026
Project Number: 26010
Scale: As indicated

Floor Plan

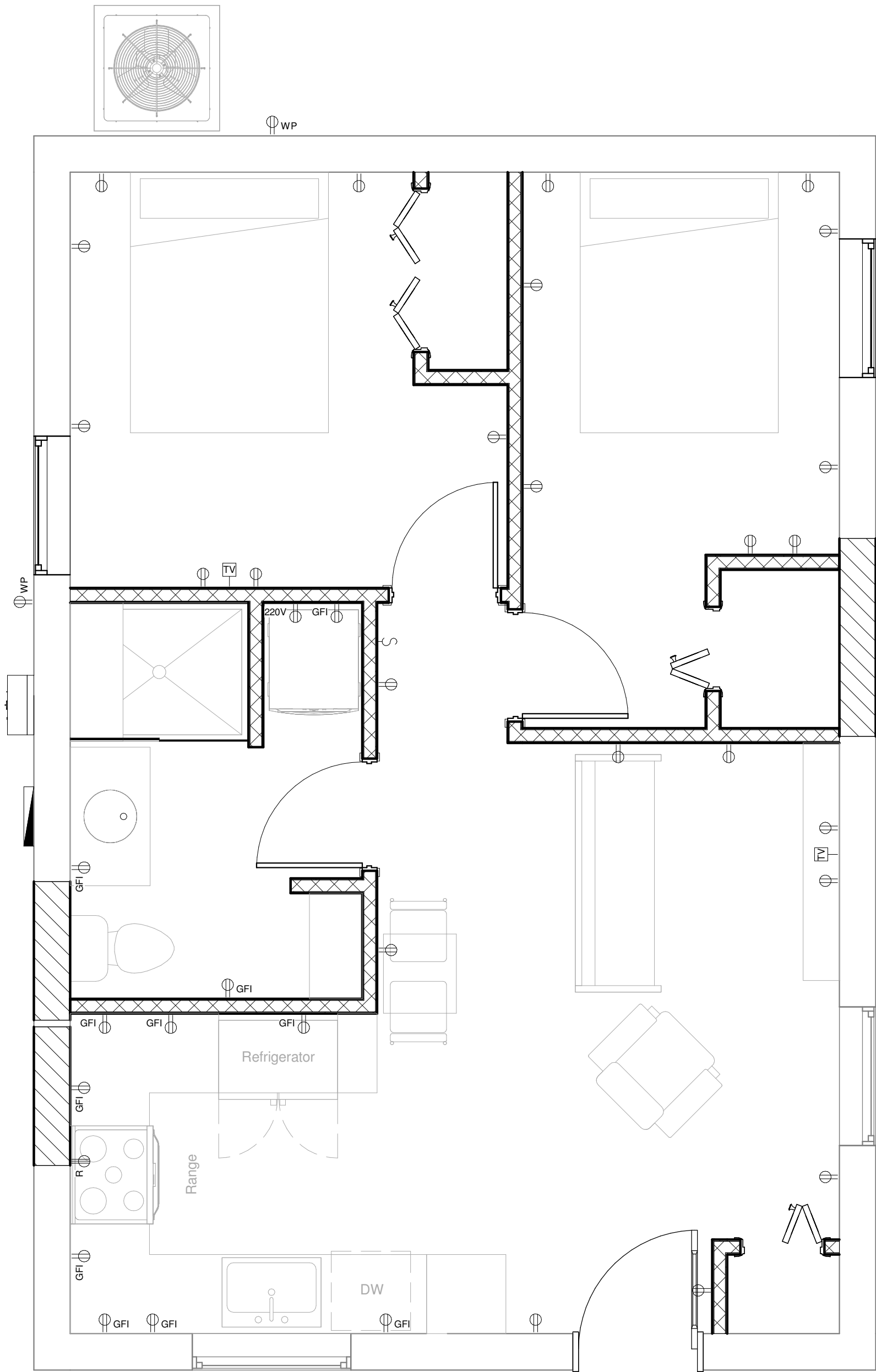
A1

Sheet:

4 of 5



Electrical Plan - Lighting
3/8" = 1'-0"



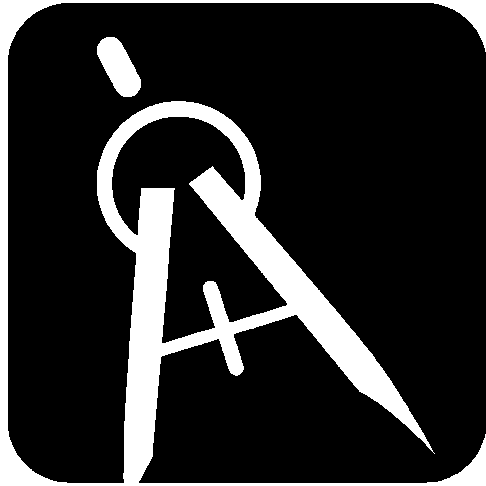
Electrical Plan - Power
3/8" = 1'-0"

ELECTRICAL NOTES:

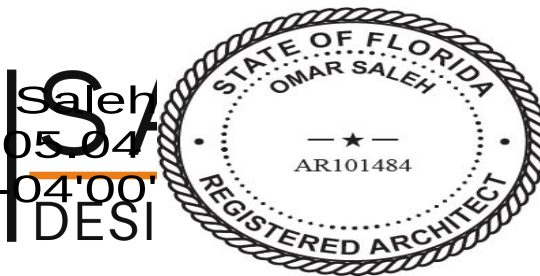
- PROVIDE AND INSTALL GROUND FAULT CIRCUIT-INTERRUPTERS (G.F.I.) AS INDICATED ON PLANS OR AS ITEM NO. 4 AND 5 BELOW INDICATES
- UNLESS OTHERWISE INDICATED, INSTALL SWITCHES AND RECEPTACLES AT THE FOLLOWING HEIGHTS ABOVE FINISHED FLOOR
NOTES:
 - SWITCHES - 42"
 - OUTLETS - 14"
 - TELEPHONE - 14" (UNLESS ABV COUNTERTOP)
 - TELEVISION - 14"
- ALL SMOKE DETECTORS SHALL BE HARDWIRED INTO AN ELECTRICAL POWER SOURCE AND SHALL BE EQUIPPED WITH A MONITORED BATTERY BACKUP, PROVIDE AND INSTALL LOCALLY CERTIFIED SMOKE DETECTORS
- ALL 15A AND 20A RECEPTACLES IN SLEEPING ROOMS, FAMILY ROOMS, DINING ROOMS, LIVING ROOMS, PARLORS, LIBRARIES, DENS, SUNROOMS, RECREATION ROOMS, CLOSETS, HALLWAYS, AND SIMILAR AREAS WILL REQUIRE A COMBINATION TYPE A.F.C.I. DEVICE AND TAMPER-PROOF RECEPTACLES.
- ALL 15A AND 20A 120V RECEPTACLES LOCATED IN THE GARAGE AND UTILITY ROOMS SHALL BE G.F.C.I. PROTECTED (G.F.I.).
- IT IS THE RESPONSIBILITY OF THE LICENSED ELECTRICIAN TO ENSURE THAT ALL ELECTRICAL WORK IS IN FULL COMPLIANCE WITH ALL APPLICABLE LOCAL STANDARDS, CODES, AND ORDINANCES.
- EVERY BUILDING HAVING A FOSSIL-FUEL BURNING HEATER OR APPLIANCE, FIREPLACE, OR AN ATTACHED GARAGE SHALL HAVE AN OPERATIONAL CARBON MONOXIDE DETECTOR INSTALLED WITHIN 10 FEET OF EACH ROOM USED FOR SLEEPING PURPOSES
- ALARMS SHALL RECEIVE THEIR PRIMARY POWER FROM THE BUILDING WIRING WHEN SUCH WIRING IS SERVED FROM THE LOCAL POWER UTILITY. SUCH ALARMS SHALL HAVE BATTERY BACKUP. COMBINATION SMOKE/CARBON MONOXIDE ALARMS SHALL BE LISTED OR LABELED BY A NATIONALLY RECOGNIZED TESTING LABORATORY.

ELECTRICAL LEGEND:

- 6" DOWNLIGHT FIXTURE - RECESSED
- EXTERIOR LIGHT - WALL MOUNTED
- LED VANITY LIGHT - WALL MOUNTED
- CEILING DAN W/ LIGHT FIXTURE
- SMOKE DETECTOR
- EXHAUST FAN - SEE MECHANICAL
- SINGLE SWITCH
- 3-WAY SWITCH
- OUTLET: DUPLEX
- OUTLET: GROUND FAULT CIRCUIT INTERRUPTER
- OUTLET: 220 VOLT
- OUTLET: WATERPROOF
- OUTLET: RANGE
- OUTLET: TELEVISION JACK
- ELECTRICAL PANEL



ARCHDRAFTS
ARCHITECTURAL DRAFTING & DESIGN
4600 Old Lucerne Park Rd. #1
Winter Haven, FL 33881
luciano@archdrafts.com
(863)-229-6408



OMAR SALEH
REGISTERED ARCHITECT | AR101484

ADU Remodel - Gene Gamble

1626 WOOD DUCK DR WINTER SPRINGS, FL 32708

Revisions:	
No.	Description
Date:	05/01/2026
Project Number:	26010
Scale:	As indicated

Electrical Plan

E1



1626 WOOD DUCK DR.
WINTER SPRINGS, FL 32708

110

Parking

66'

16'

23'

90.53

30



**CITY OF WINTER SPRINGS
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434
Winter Springs, Florida 32708

customerservice@winterspringsfl.org

Application – ADU (Conditional Use)

The Community Development Director reserves the right to determine whether this application is complete and accurate. An incomplete application will not be processed and will be returned to the applicant. The application shall be reviewed per [Chapter 20–Zoning Sec.20-33](#) and [Chapter 6–Sec.6-85](#). Applications shall be reviewed for sufficiency (completeness) within thirty (30) calendar days per [FL Statute 166.033](#). Once the application is deemed sufficient, the applicant shall move forward with the Community Workshop, required per [Chapter 20–Zoning Sec.20-29.1](#).

An ADU is an ancillary or secondary dwelling unit that is clearly subordinate to the principal dwelling, which has a separate egress/ingress independent from the principal dwelling, and which provides complete independent living facilities for one (1) or more persons and which includes provisions for living, sleeping, eating, cooking, and sanitation. It is located on the same parcel or lot as the principal dwelling and shall be subject to the required setbacks of the principal structure and may be either attached to or detached from the principal dwelling. (See Sec. 6-85. Accessory Dwelling Units).

Two public hearings are held, one at a Planning and Zoning Board (PZB) meeting and the other at a City Commission (CC) meeting. Meetings are noticed to all property owners within 150 feet of the subject property. An ADU will NOT be approved if prohibited by the declarations, covenants, conditions, and restrictions of a homeowners' association.

All applicants shall be afforded minimal due process as required by law, including the right to receive notice, be heard, present evidence, cross-examine witnesses, and be represented by a duly authorized representative. Applicants are further advised that a Conditional Use is quasi-judicial in nature. Therefore, APPLICANT ACKNOWLEDGES and AGREES, by signing below, that he or she:

- May be sworn-in as a witness in order to provide testimony to the City Commission;
- Shall be subject to cross-examination by party intervenors (if requested); and
- Shall be required to qualify expert witnesses, as appropriate.

Applicants are encouraged to familiarize themselves with [Chapter 2 – Administration Sec. 2-30](#) of the Winter Springs City Code relating to Quasi-Judicial Rules and Procedures of the City Commission. All Conditional Use recommendations shall be based from the required information/documentation provided, the Winter Springs Code of Ordinances, and the Winter Springs Comprehensive Plan (to the extent applicable).

The City Commission (CC) shall render all final decisions regarding Conditional Uses and may impose reasonable conditions on any approved Conditional Use to the extent deemed necessary and relevant to ensure compliance with applicable criteria and other applicable provisions of the Winter Springs Code of Ordinances and the Winter Springs Comprehensive Plan. All formal decisions shall be based on competent substantial evidence and the applicable criteria as set forth in Chapter 20, Zoning. Applicants are advised that if they decide to appeal any decisions made at the meetings or hearings with respect to any matter considered at the meetings or hearings, they will need a record of the proceedings and, for such purposes, they will need to insure that a verbatim record of the proceedings is made, at their cost, which includes the testimony and evidence upon which the appeal is to be based, per [Florida Statute 286.0105](#).



**CITY OF WINTER SPRINGS
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434
Winter Springs, Florida 32708

customerservice@winterspringsfl.org

Application – ADU (Conditional Use)

If the Conditional Use approval is granted, PRIOR to receiving a building permit, the APPLICANT must file a Declaration of Restrictions with the Seminole County Clerk of the Court public records containing a reference to the legal description of the property and the deed under which the property was conveyed to the present owner stating:

1. The ADU shall not be sold or conveyed separate from the principal residence;
2. The ADU is restricted to the approved size;
3. The use permit for the ADU shall be in effect only so long as either the principal residence or the ADU is occupied by the owner of record as their principal residence;
4. The declarations shall run with the land, shall be binding upon any successor in ownership of the property and that noncompliance shall be cause for code enforcement and/or revocation of the conditional use permit;
5. The deed restrictions shall only be removed with the express written approval of the City but shall lapse upon removal of the accessory unit; and
6. The ADU shall not be used for commercial purposes other than being leased for residential purposes.

A Conditional Use which may be granted by the City Commission shall expire two (2) years after the effective date of such approval by the City Commission, unless a building permit based upon and incorporating the Conditional Use, is issued by the City within said time period. Upon written request of the property owner, the City Commission may extend the expiration date, without public hearing, an additional six (6) months, provided the property owner demonstrates good cause for the extension. In addition, if the aforementioned building permit is timely issued, and the building permit subsequently expires and the subject development project is abandoned or discontinued for a period of six months, the Conditional Use shall be deemed expired and null and void, per [Chapter 20 – Sec.20-36](#).

REQUIRED INFORMATION

Applicant(s):	<u>Gene's Roofing & Construction Inc.</u>	Date: <u>6/16/26</u>
Mailing address:	<u>1317 Edgewater Dr., Suite #5164, Orlando FL 32805</u>	
Email:	<u>info@genesroofing.com</u>	
Phone Number:	<u>352-642-5247</u>	
Property Owner(s):	<u>ANTONOWICZ, JOSEPH; ANTONOWICZ, LEANNE; ANTONOWICZ, BRUCE P; ANTONOWICZ, CHANG Y</u>	
Mailing Address:	<u>1626 Wood Duck Dr, Winter Springs, FL 32708</u>	
Email:	<u>josephant3@gmail.com</u>	
Phone Number:	<u>360-789-8600</u>	
Property Address:	<u>1626 Wood Duck Dr, Winter Springs, FL 32708</u>	
Parcel ID(s):	<u>08-21-31-5GT-0000-0300</u>	



**CITY OF WINTER SPRINGS
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434
Winter Springs, Florida 32708

customerservice@winterspringsfl.org

Application – ADU (Conditional Use)

How is the Conditional Use (density, height, scale and intensity, hours of operation, building and lighting design, setbacks, buffers, noise, refuse, odor, particulates, smoke, fumes and other emissions parking and traffic generating characteristics, number of persons anticipated using, residing or working under the conditional use, and other offsite impacts) compatible and harmonious with adjacent land uses?

The proposed ADU is compatible with adjacent residential uses. It converts an existing 662 SF accessory structure into a subordinate residential ADU. No increase in building footprint or height is proposed, and the use will not create excessive traffic, noise, lighting, odors, emissions, or other impacts beyond typical residential use.

Will the Conditional Use adversely impact land use activities in the immediate vicinity? If no, why not?

No. The property will continue to function as a residential property. The project is a conversion of an existing structure and does not introduce commercial, industrial, or other incompatible land uses

Demonstrate the size and shape of the site, the proposed access and internal circulation, and the design enhancements to be adequate to accommodate the proposed density, scale and intensity of the conditional use requested. The site shall be of sufficient size to accommodate design amenities such as screening, buffers, landscaping, open space, off-street parking, safe and convenient automobile, bicycle, and pedestrian mobility at the site, and other similar site plan improvements needed to mitigate against potential adverse impacts of the proposed use.

The subject property contains approximately 1.29 acres and is large enough to accommodate the principal residence and ADU. Existing access from Wood Duck Drive, onsite parking, open space, setbacks, and landscaping are adequate for the modest scale and intensity of the proposed ADU.

Will the proposed use have an adverse impact on the local economy, including governmental fiscal impact, employment, and property values? If no, why not?

No. The project adaptively reuses an existing structure and is expected to maintain or enhance property value. It will not create a demand for significant additional governmental services.

Will the proposed use have an adverse impact on natural environment, including air, water, and noise pollution, vegetation and wildlife, open space, noxious and desirable vegetation, and flood hazards? If no, why not?

No. The project converts an existing structure and does not involve significant land disturbance, clearing, or expansion of impervious area. The residential use is not expected to adversely affect air, water, noise, vegetation, wildlife, open space, or flood hazards.

Will the proposed use have an adverse impact on historic, scenic and cultural resources, including views and vistas, and loss or degradation of cultural and historic resources? If no, why not?

No. The proposed ADU will not alter or remove any known historic, scenic, or cultural resources. Existing neighborhood character, views, and vistas will be maintained.



**CITY OF WINTER SPRINGS
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434
Winter Springs, Florida 32708

customerservice@winterspringsfl.org

Application – ADU (Conditional Use)

Will the proposed use have an adverse impact on public services, including water, sewer, stormwater and surface water management, police, fire, parks and recreation, streets, public transportation, marina and waterways, and bicycle and pedestrian facilities? If no, why not?

No. The property is served by public water and public sewer, and existing utilities, access, stormwater patterns, and public services are adequate for the modest ADU conversion.

Will the proposed use have an adverse impact on housing and social conditions, including a variety of housing unit types and prices, and neighborhood quality? If no, why not?

No. The proposed ADU consists of the conversion of an existing accessory structure and will maintain the existing residential character, appearance, and quality of the neighborhood. The project is compatible with surrounding land uses and will not adversely affect neighboring properties.

Will the proposed use avoids significant adverse odor, emission, noise, glare, and vibration impacts on adjacent and surrounding lands regarding refuse collection, service delivery, parking and loading, signs, lighting, and other site elements? If no, why not?

Yes. The ADU is a residential use and will not generate significant odor, emissions, noise, glare, vibration, or other nuisance impacts. Refuse collection, parking, service delivery, and lighting will remain consistent with typical residential use.

Demonstrate that the conditional use and associated site plan have been designed to incorporate mitigative techniques and plans needed to prevent adverse impacts addressed in the criteria stated herein or to adjacent and surrounding uses and properties.

The ADU uses an existing accessory structure and remains subordinate to the principal residence. Existing setbacks, open space, landscaping, and onsite parking minimize potential impacts and maintain compatibility with surrounding residential properties

If the proposed conditional use is a residential use, whether the elementary, middle and high schools (K-12) that will be initially assigned to the residential project by the School District at the time the city commission considers final approval of the conditional use have both sufficient capacity, are in close proximity to the project so as to make each of the assigned schools accessible and convenient (e.g., walking distance, travel time, private and public transportation, and quality of route environment) to the majority of the school population that will be drawn from the project, and promote and support the integration of future residents of the project into the existing city of Winter Springs community in a sustainable manner.

The ADU is a limited 662 SF residential unit on an existing residential property. Due to its limited size and modest occupancy, any impact on school capacity or school accessibility is expected to be minimal if none at all.



**CITY OF WINTER SPRINGS
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434

Winter Springs, Florida 32708

customerservice@winterspringsfl.org

Application – ADU (Conditional Use)

List all witnesses that the applicant intends to present to the City Commission to provide testimony:

Contractor - Gene Gamble

Property Owner - Joseph Antonowicz

Describe with specificity any evidence which the applicant intends to present to the City Commission, including oral factual testimony, maps, photographs, records or reports and/or expert testimony:

Architectural plans, site plan, supporting construction documents, photographs of the existing structure, and factual testimony

regarding the proposed ADU conversion.

Attach all documentary evidence which the applicant intends to present to the city commission to the back of this application. The Applicant has a continuing duty to update the list of witnesses, description of evidence, and documentary evidence throughout the application process. Additional witnesses or evidence will not be admitted at the city commission hearing if not submitted at least seven (7) days prior to such hearing.

REQUIRED DOCUMENTATION (PDF):

- X A complete Application and Fee
- X A general description of the relief sought under this division
- X A brief explanation, with applicable supporting competent substantial evidence and documents, as to why the application satisfies the relevant criteria set forth in this division
- X A Legal Description accompanied by a certified survey or the portion of the map maintained by the Seminole County Property Appraiser reflecting the boundaries of the subject property (To scale).
- X Site plan illustrating location of buildings, vehicular circulation, and onsite parking
- X Detailed floor plan of ADU with dimensions
- X Building elevations (color) illustrating both primary residence and ADU from all sides
- X Identification of materials, textures, & colors on both primary residence and ADU
- N/A A Certified Tree Survey (If Applicable)
- N/A Verification of Homeowners' Association Approval (If Applicable)



**CITY OF WINTER SPRINGS
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434
Winter Springs, Florida 32708

customerservice@winterspringsfl.org

Application – ADU (Conditional Use)

CITY LIMITED RIGHT OF ENTRY: By submitting this Application you hereby grant temporary right of entry for City Officials to enter upon the subject property for purposes of evaluating this Application and posting on the subject property.

APPLICANT'S AUTHORIZATION: I desire to make Application for a Conditional Use for the aforementioned project and have read and agree to the terms contained herein. In addition, if the Applicant is a corporate entity, the undersigned hereby represents and warrants that he/she is authorized to act on behalf of, and bind, the corporate entity.

Applicant Name (Print): Eugene Gamble Jr

Applicant Signature: Eugene Gamble Jr Date: 6/23/26

Business Name: GENE'S ROOFING & CONSTRUCTION INC

Address: 1317 Edgewater Dr, Suite #5164, Orlando FL 32805 Parcel ID: _____

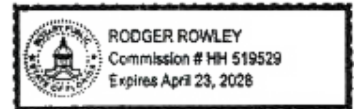
STATE OF FL COUNTY OF Orange County

The foregoing instrument was acknowledged before me this 23rd day of June, 2026, by Eugene Gamble who is personally known to me or who has produced _____ as identification and who ~~did~~ did not take an oath.

Date: 6/23/2026 (seal):

Notary Public Signature: [Signature]

My Commission expires: April 23, 2028



Note: The Property Owner shall sign and have their signature notarized below if the Applicant is not the owner of the subject property.

Property Owner's Name (Print): Joseph Antonowicz

Property Owner Signature: [Signature] Date: 6/23/2026

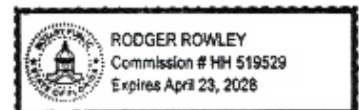
STATE OF FL COUNTY OF Orange County

The foregoing instrument was acknowledged before me this 23rd day of June, 2026, by Joseph Antonowicz who is personally known to me or who has produced Drivers License as identification and who ~~did~~ did not take an oath.

Date: 6/23/2026 (seal):

Notary Public Signature: [Signature]

My Commission expires: April 23, 2028



Prepared by and return to:
Kristin Eick, Asst. City Attorney
City of Winter Springs
1126 E. SR 434
Winter Springs, FL 32708

DECLARATION OF RESTRICTIONS

(Accessory Dwelling Unit)

PURSUANT TO SECTION 712.04(2), FLORIDA STATUTES, THIS RESTRICTION WAS ACCEPTED BY A GOVERNMENTAL ENTITY AS A CONDITION OF APPROVAL FOR A DEVELOPMENT PERMIT OR DEVELOPMENT ORDER.

THIS DECLARATION OF RESTRICTIONS (“Declaration”) is made this _____ day of _____, 2026, by **JOSEPH ANTONOWICZ, LEANNE ANTONOWICZ, BRUCE P. ANTONOWICZ, and CHANG Y. ANTONOWICZ**, whose address is 1626 Wood Duck Drive, Winter Springs, Florida 32708 (**“Owners”**).

WITNESSETH

WHEREAS, Owners are the present owners of certain real property located in the City of Winter Springs, Florida, as more particularly legally described herein in Paragraph 2 (the **“Property”**); and

WHEREAS, Owners and/or persons acting on behalf of Owners have proposed to renovate an existing accessory structure located upon the Property into an accessory dwelling unit (the **“ADU”**) on the Property; and

WHEREAS, Section 6-85, *Accessory Dwelling Units*, of the City of Winter Springs Code of Ordinances conditions the issuance of building permits for the construction of ADUs as provided herein.

NOW, THEREFORE, Owners hereby declare that the Property described herein is and shall be held, transferred, sold, conveyed, and occupied subject to the covenants and restrictions set forth herein as follows:

1. **Incorporation of Recitals.** The foregoing recitals are true and correct and are hereby fully incorporated herein by this reference.

2. **The Property.** The real property subject to the terms of this Declaration is legally described as follows:

Lot 30, Tuscawilla Unit 12, according to the plat thereof as recorded in Plat Book 28, Pages 98 to 102, Public Records of Seminole County, Florida.

3. **Restrictive Covenants.** Owners hereby agree that the Property shall be subject to and bound by the following restrictive covenants:

- a. The ADU shall not be sold or conveyed separate from the principal residence;
- b. The ADU is restricted to the size approved by the City.
- c. The use permit for the ADU shall be in effect only so long as either the principal residence or the ADU is occupied by the owner of record as their principal residence.
- d. The ADU shall not be used for commercial purposes other than being leased for residential purposes. If the ADU is leased for residential purposes, the term of such lease shall be for a minimum of six (6) months.

4. **Third Party Beneficiary.** Owners hereby acknowledge and agree that the City Commission of the City of Winter Springs has imposed certain conditions upon its approval of the ADU, and that the Owners have voluntarily entered into this Declaration to memorialize the conditions of approval as covenants running with the land. Further, Owners hereby designate the City of Winter Springs as a third party beneficiary to this Declaration and, as such, the City shall have the right to enforce the provisions of this Declaration in the event the Owners, or any assignee or successor in interest of the Owners, fail to adequately maintain the restrictive covenants as set forth herein to the satisfaction of the City.

5. **Termination; Amendment.** Owners agree that this Declaration shall not be terminated or amended without the express written consent of the City Commission of the City of Winter Springs, except that this declaration shall automatically lapse upon the removal of the ADU. Said termination or amendment shall be in recordable form and recorded in the same manner as provided in Section 8, herein.

6. **Declaration Runs with the Land.** This Declaration shall be a covenant that runs with the land and shall bind and inure to the benefit of heirs, personal representatives, successors and assigns of each present and future owner of the real property described herein.

7. **Noncompliance with Declaration.** Failure to comply with this Declaration may be cause for code enforcement and/or revocation of the conditional use permit.

8. **Recordation.** Owners shall record this instrument in a timely fashion in the Official Records of Seminole County, Florida, and may re-record this Declaration at any time as may be required to preserve the restrictive covenants contained herein.
9. **Joinder.** Prior to or Contemporaneously with the recording of this Declaration, Owners shall cause to be executed and recorded in the same manner as provided in Section 8, herein, the Joinder attached hereto as **Exhibit "A."**

[Signatures to Follow]

DONE AND EXECUTED on the date first written above.

OWNER:

Joseph Antonowicz

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____, by Joseph Antonowicz, an individual, ☐ who is/are personally known to me, or ☐ who have produced _____ as identification.

Seal:

Notary Public
Print Name:
My Commission expires: _____

OWNER:

Leanne Antonowicz

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____, by Leanne Antonowicz, an individual, ☐ who is/are personally known to me, or ☐ who have produced _____ as identification.

Seal:

Notary Public
Print Name:
My Commission expires: _____

OWNER:

Bruce P. Antonowicz

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____, by Bruce P. Antonowicz, an individual, ☐ who is/are personally known to me, or ☐ who have produced as identification.

Seal:

Notary Public
Print Name:
My Commission expires: _____

OWNER:

Chang Y. Antonowicz

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____, by Chang Y. Antonowicz, an individual, ☐ who is/are personally known to me, or ☐ who have produced as identification.

Seal:

Notary Public
Print Name:
My Commission expires: _____

EXHIBIT A

**JOINDER AND CONSENT TO
DECLARATION OF RESTRICTIONS FOR ACCESSORY DWELLING UNIT**

Navy Federal Credit Union (hereinafter, the “Lender”) is the Lender to a Mortgage with **Joseph Antonowicz, Leanne Antonowicz, Bruce P. Antonowicz, and Chang Y. Antonowicz** (the “Borrower”), which Mortgage is recorded in at Official Records Book 11015 Page 1484, Public Records of Seminole County, Florida. Lender hereby joins and consents to the Declaration of Restrictions recorded at Official Records Book _____ Page _____, recorded in the Public Records of Seminole County, Florida, and agrees that its mortgage, lien, or other encumbrances shall be subordinated to said Restrictions.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

NAVY FEDERAL CREDIT UNION

By _____

WITNESS

Print Name: _____

Print: _____

Title: _____

Address: _____

WITNESS

Print Name: _____

Address: _____

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization, this _____ day of _____, 20____, by _____, the _____ of NAVY FEDERAL CREDIT UNION, [] who is/are personally known to me, or [] who have produced _____ as identification.

Seal:

Notary Public

Print Name:

My Commission expires: _____



PUBLIC HEARINGS AGENDA ITEM 501

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

Second Reading of Ordinance 2026-07 Town Center District T5 Transect Setbacks

SUMMARY

The Community Development Department has worked with the City Attorney's Office to draft proposed changes to Chapter 20, Zoning, Article III, Establishment of Districts, Division 12, Town Center District Code, T5 Transect (Urban Center Zone) to 1) update the setback requirements for townhomes, 2) bring the T5 Transect standards in line with T3 and T4 Transect standards, and 3) clarify the applicable front/principal plan setbacks for all structures in the T5 Transect. On September 3, 2026, the Planning and Zoning Board (Local Planning Agency) conducted a public hearing for the first reading of Ordinance 2026-07, and concluded with a recommendation of approval to City Commission. The City Commission conducted a public hearing for the first reading on September 14, 2026.

FUNDING SOURCE

RECOMMENDATION

Staff recommends that the City Commission hold a Public Hearing for the second reading and adoption of Ordinance 2026-07.

ORDINANCE NO. 2026-07

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AMENDING SETBACK REQUIREMENTS IN THE CITY OF WINTER SPRINGS TOWN CENTER DISTRICT, T5 TRANSECT (URBAN CENTER ZONE); PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT ORDINANCES AND RESOLUTIONS, SEVERABILITY, INCORPORATION INTO THE CODE, AND AN EFFECTIVE DATE.

WHEREAS, the City is granted the authority, under Section 2(b), Article VIII of the State Constitution, to exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, the City Commission previously adopted the Town Center District Code to govern the development of certain property along and neighboring the State Road 434 and Tuskawilla Road corridor, known as the Winter Springs Town Center; and

WHEREAS, the T5 Transect (Urban Center Zone) of the Town Center District comprises the core of the Town Center, functions as the City's central business district, and is designed to consist of a higher intensity mix of uses including retail, office, and residential; and

WHEREAS, the City previously, via Ordinance No. 2020-02, adopted setback standards applicable to all principal structures, regardless of use, in the T5 Transect, thus establishing 25-foot-minimum and 50-foot-maximum front setbacks, and 3-foot-minimum and 100-foot-maximum side setbacks; and

WHEREAS, "Residential, single family (attached)" uses, i.e., townhomes, are permitted uses in the T5 Transect, and the City desires to update the setback requirements for townhomes in the T5 transect, as the current applicable setbacks make the development of townhomes in the transect impracticable; and

WHEREAS, relaxing the setback standards for townhomes in the T5 Transect will not only make the development of townhomes possible in the Transect, but will also bring the T5 Transect standards in line with the T3 and T4 Transect standards, thus providing clarity and consistency in the Town Center Code; and

WHEREAS, the City Commission also desires to clarify the applicable front/principal plane setbacks for all structures in the T5 Transect as well, which reflects the intent of Ordinance 2020-02 to create and maintain sustainable streetscapes along State Road 434 and Tuskawilla corridors and to form the visual image of Winter Springs as an attractive and sustainable city; and

WHEREAS, on the ____ day of _____, 2026, the City's Land Planning Agency reviewed the proposed amendments to the Town Center District Code and has recommended approval of the proposed amendments to the City Commission; and

WHEREAS, the City Commission of the City of Winter Springs, Florida, hereby finds this Ordinance to be in the best interests of the public health, safety, and welfare of the citizens of Winter Springs.

NOW, THEREFORE, THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS HEREBY ORDAINS, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are hereby fully incorporated herein by reference as legislative findings of the City Commission of Winter Springs.

Section 2. Town Center District Code Amendments. The City of Winter Springs Code of Ordinances Chapter 20, *Zoning*, Article III, *Establishment of Districts*, Division 12, *Town Center District Code*, is hereby amended as set forth below. (Underlined type indicates additions and ~~strikeout~~ type indicates deletions, while asterisks (* * *) indicate a deletion from this Ordinance of text existing in Division 12. It is intended that the text in Division 12 denoted by the asterisks and set forth in this Ordinance shall remain unchanged from the language existing prior to adoption of this ordinance).

Chapter 20 – ZONING

* * *

Article III. – ESTABLISHMENT OF DISTRICTS

* * *

DIVISION 12. – TOWN CENTER DISTRICT CODE

* * *

Sec. 20-325. – Transect Standards.

* * *

(b) *Transect zone design standards.*

* * *

T5 (Urban Center Zone)

* * *

(2) *Dimensional requirements.* Applications are subject to standard administrative provisions in section 20-321 of this Code.

* * *	
Principal building setbacks	
Front/principal plane ***	25 ft. <u>min.</u> 50 ft. max. <u>The or the</u> minimum required front setback shall be the average of the front setback of the two developed lots abutting each side of the property, <u>whichever is greater.</u> When one or more of the abutting lots is vacant, the next developed lot on the same block shall be used. When there is only one abutting lot on the same block face, it shall be used in this calculation. <u>50 ft. max.</u>
Rear	15 ft. minimum
Side ****	5ft. min, 100 ft. max.
Frontage buildout	20% min. (at front setback)
* * *	

* First floor height (finished floor) shall be a minimum of twenty-four (24) inches above sidewalk grade for residential uses.

** Height is generally limited by the number of stories, not the overall height, in order to provide for a variety of building heights. Buildings shall have no more than 16-foot floor to floor heights, except that first floors may be up to twenty (20) feet.

*** Minimum front setbacks may be four (4) feet for townhome lots. All other lot types shall maintain a 25-foot minimum front yard setback.

**** Side setbacks may be zero (0) feet for townhome lots. All other lot types shall maintain a five-foot side setback.

* * *

Section 3. **Repeal of Prior Inconsistent Ordinances and Resolutions.** All prior inconsistent ordinances and resolutions adopted by the City Commission, or parts of prior ordinances and resolutions in conflict herewith, are hereby repealed to the extent of the conflict.

Section 4. **Incorporation Into Code.** This Ordinance shall be incorporated into the Winter Springs City Code and any section or paragraph, number or letter, and any heading may be changed

or modified as necessary to effectuate the foregoing. Grammatical, typographical, and like errors may be corrected and additions, alterations, and omissions, not affecting the construction or meaning of this Ordinance and the City Code may be freely made.

Section 5. **Severability.** If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 6. **Effective Date.** This Ordinance shall become effective immediately upon adoption by the City Commission of the City of Winter Springs, Florida, and pursuant to the City Charter.

ADOPTED by the City Commission of the City of Winter Springs, Florida, in a regular meeting assembled on the _____ day of _____, 2026.

Kevin McCann, Mayor

ATTEST:

City Clerk

**Approved as to legal form and sufficiency
for the City of Winter Springs only.**

Anthony A. Garganese, City Attorney

First reading: _____
Legal ad published: _____
Second reading: _____

CLASSIFIED

Orlando Sentinel

Classified Advertising Information

To place your classified ad, visit
OrlandoSentinel.com/advertise
or Call
407-420-5160

Telephone hours
Monday–Friday
9 a.m.–6 p.m.

Deadlines
Sunday
Thursday
Friday
Saturday

3 p.m. Thursday
1 p.m. Tuesday
2 p.m. Wednesday
3 p.m. Thursday

Legal Classified Deadlines
Sunday
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday

Additional public notices can be found online at classifieds.orlandosentinel.com and floridapublicnotices.com

Email your ad to us
Ads can also be emailed to us using the addresses listed below. Or, you can place your ad online at orlandosentinel.com/advertise

Obituaries & In-Memoriams:
notices@orlandosentinel.com

Legal:
classified_legal@orlandosentinel.com

Recruitment:
recruitment@orlandosentinel.com

Legal Notices

Additional Public Notices can be found online at classifieds.orlandosentinel.com and floridapublicnotices.com

Advertisement for Bids

NOTICE TO CONTRACTORS CALLING FOR BIDS INVITATION TO BID
ORLANDO AVIATION AUTHORITY
BID DEADLINE: THURSDAY OCTOBER 5, 2026 AT 2:00 P.M. EST.
PLACE OF BID RECEIPT: ELECTRONICALLY VIA BUILDING CONNECTED
PROJECT: ORLANDO AVIATION AUTHORITY BP-00507 MCO AIRSIDE RESTROOM REFURBISHMENT (DESIGN/BUILD) (ORLANDO, FL)

INCLUDES DIVISIONS 02A - 32J (SEE BUILDING CONNECTED SITE FOR DETAIL).
Balfour Beatty Construction, LLC, has instituted an electronic submission process for the above-referenced solicitation.
A virtual Pre-Bid Conference will be held on Wednesday, September 9, 2026 – electronic meeting link information is listed in the ITB. Request for information (RFIs) regarding this bid must be received by 5:00 pm ET on Monday, September 28, 2026, for consideration via email or BuildingConnected messages. Balfour Beatty will receive bids electronically via email or BuildingConnected until 2:00 pm ET on Monday, October 5, 2026.
HAND DELIVERED, MAILED, FAXED OR EMAILED BIDS WILL NOT BE ACCEPTED.
All bids must be submitted via Building Connected in accordance with the ITB, which may be obtained starting on Monday, August 31, 2026, from Building Connected. Addenda, if any, will be available via BuildingConnected. Monitor BuildingConnected to ensure your awareness of any changes.
Contact: 18397000GBP507ARA@balfourbeattyus.com for access to the documents.
All subcontractors are required to be pre-qualified to be awarded a contract on this project. The following link will access the Balfour Beatty online prequalification site: <https://prequal.balfourbeattyus.com>
If you have any technical problems accessing the documents online, email us at Contact: 18397000GBP507ARA@balfourbeattyus.com for assistance.

Fictitious Name

NOTICE UNDER FICTITIOUS NAME

TO WHOM IT MAY CONCERN:
Notice is hereby given that the undersigned (I am) (we are) engaged in business at 13402 Leggett Aly Orlando, FL 32827. That the (party) (parties) interested in said business entered into the following:
BLESS MEDESTHETIC & WELLNESS
under which (I am) (we are) engaged in business at 13402 Leggett Aly Orlando, FL 32827. That the (party) (parties) interested in said business entered into the following:
BLESS MEDICAL WELLNESS LLC
13402 LEGGETT ALY ORLANDO, FL 32827
Dated at ORLANDO, Orange County, Florida, 9/10/2026
137975 09/17/2026

Notice of Action

THE BINDER ROOM
New Trading Card Store in the East Orlando area! Planning to open Early October!

Notice to Creditors

ESTATE OF AIDA MALDONADO, CASE NUMBER: 2026-CP-002511

The administration of the Estate of Aida Maldonado, deceased, whose date of death was November 23, 2025, is pending in the Circuit Court for Orange County, Florida, Probate Division, the physical address of which is 425 N. Orange Ave., Orlando, Florida 32801. The name and address of the personal representative and the personal representative's attorney are set forth below.

ALL CREDITORS of the decedent, and other PERSONS HAVING CLAIMS OR DEMANDS AGAINST THE DECEDENT'S ESTATE, whether due or not, direct or contingent, liquidated or unliquidated, or for funeral or burial expenses, for personal property in the possession of the personal representatives, or for damages, must file their claims with this Court WITHIN THE TIME PERIODS SET FORTH IN SECTIONS 733.702 AND 733.710 FLORIDA STATUTES, THAT IS, THE LATER OF THREE MONTHS AFTER THE DATE OF THE FIRST PUBLICATION OF THIS NOTICE, OR, IN AS TO ANY CREDITOR SERVED WITH A COPY OF THIS NOTICE TO CREDITORS, THIRTY DAYS AFTER THE DATE OF SERVICE OF THAT COPY, EVEN THOUGH THE PERSONAL REPRESENTATIVE HAS RECOGNIZED THE CLAIM OR DEMAND BY PAYING A PART OF IT, OR INTEREST ON IT, OR OTHERWISE.

ALL CLAIMS NOT SO FILED WILL BE FOREVER BARRED.

NOTWITHSTANDING THE TIME PERIOD SET FORTH ABOVE, ANY CLAIM FILED TWO (2) YEARS OR MORE AFTER THE DECEDENT'S DATE OF DEATH IS BARRED.

Attorney Michael Rodriguez.
Adonis Abolafia, Personal Representative.

NOTICE TO ALL PERSONS HAVING CLAIMS OR DEMANDS AGAINST THE ESTATE OF EVANDRO DE OLIVEIRA MONTES

You are hereby notified that an Order of Summary Administration has been entered in the estate of EVANDRO DE OLIVEIRA MONTES, deceased, Case Number 2026-CP-001869-O, by the Circuit Court for Orange County, Florida, Probate Division, the address of which is 425 N. Orange Ave., Orlando, FL 32801; that the Decedent's date of death was November 3, 2025; that the total value of the estate is \$22,600.00 and that the names and addresses of those to whom it has been assigned by such order are: TEREZA CRISTINA RODRIGUES DA CUNHA, surviving spouse, residing at 13115 Sunny Retreat Lane, Winter Garden, Florida 34787.
ALL INTERESTED PERSONS ARE NOTIFIED THAT:
All creditors of the estate of the decedent and persons having claims or demands against the estate of the decedent other than those for whom provision for full payment was made in the Order of Summary Administration must file their claims with this court WITHIN 3 MONTHS AFTER THE DATE OF FIRST PUBLICATION OF THIS NOTICE, AS PROVIDED IN SECTIONS 735.2063, FLORIDA STATUTES. ALL CLAIMS AND DEMANDS NOT SO FILED WILL BE FOREVER BARRED.
NOTWITHSTANDING ANY OTHER APPLICABLE TIME PERIOD, ANY CLAIM FILED 2 YEARS OR MORE AFTER THE DECEDENT'S DATE OF DEATH IS BARRED.

The date of first publication of this Notice is 09/17/2026.

Person Giving Notice
TEREZA CRISTINA RODRIGUES DA CUNHA
13115 Sunny Retreat Lane, Winter Garden, FL 34787

Attorney for Person Giving Notice
JOSE RUBENS VIVIAN SCHARLACK
Florida Bar no. 1019606
Scharlack PLLC
201 S. Biscayne Blvd., Ste 1200, Miami, FL 33131
team@scharlack.law

Notice of Public Meeting

NOTICE OF MEETING
KEPLER ROAD
COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Kepler Road Community Development District will be held on Thursday, September 24, 2026, at 11:00 a.m. at the Gateway Center For Arts 880 Hwy 17, DeBary, FL 32713 for the purpose to discuss District's business and any such other matters that may come before the Board. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the meeting agenda may be obtained from the District Manager at 219 E. Livingston Street, Orlando, FL 32801. This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors, Staff or other individuals will participate by speaker telephone. Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service 1-800-955-8770, for aid in contacting the District Office.

Each person who desires to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Governmental Management Services
Central Florida, LLC
District Manager
140298 9/17/2026

NOTICE OF PUBLIC HEARINGS
CITY OF WINTER SPRINGS

NOTICE IS HEREBY GIVEN THAT THE CITY COMMISSION PROPOSE TO CONSIDER THE FOLLOWING:

ORDINANCE NO. 2026-07

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AMENDING SETBACK REQUIREMENTS IN THE CITY OF WINTER SPRINGS TOWN CENTER DISTRICT, T5 TRANSECT (URBAN CENTER ZONE); PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT ORDINANCES AND RESOLUTIONS, SEVERABILITY, INCORPORATION INTO THE CODE, AND AN EFFECTIVE DATE.

THE CITY COMMISSION SECOND READING/ADOPTION PUBLIC HEARING WILL BE HELD ON MONDAY, SEPTEMBER 28, 2026 AT 6:30 P.M. OR SOON THEREAFTER IN THE COMMISSION CHAMBERS LOCATED AT WINTER SPRINGS CITY HALL 1126 EAST STATE ROAD 434 WINTER SPRINGS, FLORIDA

THE CITY COMMISSION RESERVE THE RIGHT TO POSTPONE OR CONTINUE THE PUBLIC HEARING(S) ON THESE ORDINANCES AT THE ABOVE-LISTED MEETINGS WITHOUT FURTHER NOTICE.

The proposed ordinance may be obtained by interested parties between 8 a.m. and 5 p.m., Monday through Friday, from the office of the City Clerk, located at 1126 E. SR 434, Winter Springs, Florida. For more information, call (407) 327-5999. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Employee Relations Department Coordinator, 48 hours in advance of the meeting at (407) 327-5999. This is a public hearing. Interested parties are advised that they may appear at the meeting and be heard with respect to the proposed ordinance. If you decide to appeal any recommendation or decision made by the City Commission with respect to any matter considered at this meeting, you will need a record of the proceedings, and for such purposes, you may need to ensure that a verbatim record of the proceedings is made upon which the appeal is based.

139351 9/17/26

Notice of Sale

NOTICE OF PUBLIC SALE
NOTICE OF PUBLIC SALE

Pursuant to Florida Statute 713.585, the following vehicles may be sold at public sale on 10/17/2026 at 3:17 PM at 2413 W Colonial Dr, Orlando, FL 32804, to satisfy liens for repairs, services, storage and administrative charges.

2019 HOND VIN 7FARW1H8XJE035674 \$6,815.00
2019 RAM VIN 3C6URVJG8KE544506 \$7,715.00
2020 RAM VIN 3C6URVJG9LE140583 \$6,815.00
2018 HYUN VIN KMBJ2CA47JU790047 \$5,315.00
2020 HYUN VIN 5NPD84LF4LH540797 \$5,265.00

Lienor: CONSULTING MOTORS LLC
2413 W Colonial Dr, Orlando, FL 32804
407-237-0208
MV Lic. MV115233

Vehicles may be redeemed before sale upon payment of the amounts due.

NOTICE OF PUBLIC SALE
Personal property of the following tenants will be sold for cash to satisfy liens in accordance with Florida Statutes Self Storage Facility Act Section 83.806 and 679.504(3). TENANT NAME (LAST, FIRST): OROPEZA, JUAN C – trailer; REILLY, JOSEPH – household; REILLY, JOSEPH – excess belongings & packing boxes. Sale to be held online at www.storage4treasures.com. The online auction sale listing will expire at 11:00 A.M., WEDNESDAY, OCTOBER 7, 2026. CASH ONLY payment following Auction.
139240 9/17/2026 and 9/24/2026

TIME FOR A NEW VEHICLE?

To advertise your vehicle for sale go to advertisise.orlandosentinel.com

Notice of Sale

PUBLIC SALE

Notice is hereby given that pursuant to the state's self-storage facility act, Morningstar of Florida Mall, located at 1600 Sun Life Path Orlando, FL 32809, will hold a public auction of the following stored property being sold to satisfy a landlord's lien at www.StorageTreasures.com. The sale will be final on September 28, 2026, at 12pm: B110- KAC Remodeling & Construction LLC/Ansel Cruz: household & business goods; 2109- Kemia Wright: household goods; 3319- Thomas Griest: household goods. Notice is hereby given that pursuant to the state's self-storage facility act, Morningstar of College Park, located at 4334 Edgewater Dr, Orlando, FL 32804, will hold a public auction of the following stored property being sold to satisfy a landlord's lien at www.StorageTreasures.com. The sale will be final on September 28, 2026, at 12pm: 3101- Tataniesha Harris: Household Goods. Notice is hereby given that pursuant to the state's self-storage facility act, Morningstar of Matland located at 9700 S US Hwy 17-92 Matland, FL 32751 will hold a public auction of the following stored property being sold to satisfy a landlord's lien at www.StorageTreasures.com. The sale will be final on September 28, 2026, at 12:00PM: 4722- Jesse Hochmuth: Tool, Furniture; 4013- Britney Mincey: Folding table, Bins, Mattress; 3409- Caleb Keelan: Boxes, Chairs, Bins; 2006- Grant Turner: Sofa, Mattress, TV; 1015- Fidel Vasquez Jr: Household items & furniture.

SELL YOUR HOME – To advertise your home for sale (or rent) go to advertisise.orlandosentinel.com

Other Legal Notices

SOUTH FLORIDA WATER MANAGEMENT DISTRICT
3301 GUN CLUB ROAD, WEST PALM BEACH, FL 33406
REGPERMITTING@SFWMD.GOV
NOTICE OF RECEIPT OF APPLICATION

Notice is hereby given, pursuant to Chapter 373, Florida Statutes, that the application(s) for permit described below has been received for project(s) in Orange County. The application(s) and future additional application documents can be obtained by any of the following methods: 1) Accessing the District's website (www.sfwmd.gov) and clicking on Application/Permit Search on the RegPermitting page; 2) Submitting a written request to the South Florida Water Management District, Attn: Regulation Division, 3301 Gun Club Road, West Palm Beach, FL 33406; or 3) Submitting an electronic request at respermitting@sfwmd.gov.

Palm Lake Apartments, JM Reserve LLC, 9259 Point Cypress Dr, Orlando, FL 32836, has submitted Application 260811-66694 for a New Water Use Permit to develop on undeveloped lands. The water will be withdrawn from the surficial aquifer system and the project is located in Orange County.

Rex Groves LLLP, 600 E Colonial Dr, Ste 100, Orlando, FL 32803, has submitted Application 260721-66014 for a New Water Use Permit to irrigate 84.56 acres of agricultural and public water supply and land. The water will be withdrawn from the Floridan aquifer system and the project is located in Orange County.
137880 9/17/2026

Other Legal Notices

REQUEST FOR PUBLIC COMMENT

The Community Reinvestment Act ("CRA") requires a bank that seeks to implement a CRA Strategic Plan to publish notice of the CRA Strategic Plan and solicit formal written public comment for at least a 30-day period. In conformance with this requirement, Axiom Bank, National Association ("Axiom Bank"), hereby provides notice to the public of its plan to submit a CRA Strategic Plan to the Office of the Comptroller of the Currency ("OCC").

Written comments from the public concerning the CRA Strategic Plan are encouraged. Individuals may request to review the CRA Strategic Plan. To obtain a copy of Axiom Bank's Strategic Plan at no charge to the requesting party, individuals may request a copy by email at kmorrell@axiombanking.com, or by mail at Axiom Bank, N.A., 258 Southhall Lane, Suite 350, Matland, FL 32751 ATTN CRA OFFICER. Additionally, a copy of the Strategic Plan may be downloaded from Axiom Bank's website at www.axiombanking.com/disclosures or a copy may be obtained at any of the Bank's branches at no charge.

All written comments regarding the Strategic Plan should be directed to the Bank's CRA Officer at the address or email listed above. Comments will be accepted until 30 days from the publishing date, after which date the Strategic Plan will be submitted for approval to the OCC. Axiom Bank will review all comments and incorporate suggestions to the Strategic Plan at its discretion.

Community Bulletin Board

Home Improvement

EXTERIOR HOUSE PAINTING - ***Great Rates and Super Service***
Veteran Owned Business
Licensed * Bonded * Insured
Senior and Military Discounts
(321) 732-9212
semoranpaintworks.com

PROTECT YOUR HOME FROM PESTS - PROTECT YOUR HOME from pests safely and affordably. Roaches, Bed Bugs, Rodent, Termites, Spiders and other pests. Locally owned and affordable. Call for a quote or inspection today 1-877-641-1916 Have zip code of property ready when calling!

BATH & SHOWER UPDATES - BATH & SHOWER UPDATES in as little as ONE DAY! Affordable prices - No payments for 18 months! Lifetime warranty & professional installs. Senior & Military Discounts available. Call: 1-877-317-0311.

Medical & Dental Services

HEALTH INSURANCE! - STOP OVERPAYING FOR HEALTH INSURANCE! Reduce premiums and out-of-pocket costs while getting the coverage you need! Call now for a competitive free quote. 1877-351-3442. Plus... income based government subsidies are available for those that qualify!

OXYGEN THERAPY - ATTENTION OXYGEN THERAPY USERS! Discover Oxygen Therapy That Moves with You with Inogen Portable Oxygen Concentrators. FREE information kit. Call 1-877-748-9960.

Miscellaneous Services

HELP FIND MISSING CHILDREN - Donate your vehicle to help find missing children and prevent abduction. Fast free pickup, running or not, 24 hr response. No emission test required, maximum tax deduction. Support Find the Children, call: 1-877-907-0087.

Merchandise

Stuff For Sale

BARTON CHAIR FOR SALE - For sale: Barton H-250 convertible chair and transfer system. Used twice. Paid \$6,000. Asking \$3,000. Must pick up. Dr. Phillips area. Inquire@dgirelly1@msn.com or 407-532-2838. dgirelly1@msn.com

SEE AND BE SEEN

Place your ad today!

PlaceAnAd.OrlandoSentinel.com

TIME FOR A NEW VEHICLE?

To advertise your vehicle for sale go to advertisise.orlandosentinel.com

Looking For A Forever Friend?

Start your search here.

placeanad.orlandosentinel.com

The right place to advertise your Merchandise, Lost & Found, Pets, Auto, Real Estate, Tag Sales & Flea Markets, Vacation Property, Wanted to Buy Items and more!

PLACE YOUR ADS HERE

Orlando Sentinel **placeanad.orlandosentinel.com**

MEDIA GROUP

**Published Daily in
Orange, Seminole, Lake, Osceola & Volusia Counties, Florida**

Sold To:

City Of Winter Springs - 105570
1126 E State Road 434
Winter Springs, FL 32708-2715

Bill To:

City Of Winter Springs - 105570
1126 E State Road 434
Winter Springs, FL 32708-2715

**State Of Florida
County Of Orange**

Before the undersigned authority personally appeared Rose Williams, who on oath says that he or she is a duly authorized representative of the ORLANDO SENTINEL, a DAILY newspaper published in Orange/Seminole-Lake-Osceola-Volusia County, Florida; that the attached copy of advertisement, being a Legal Notice in:

The matter of Ordinance 2026-07 Setback Amendment Was published in said newspaper by print in the issues of, or by publication on the newspaper's website, if authorized on 17 Sep 2026.

Affiant further says that the newspaper complies with all legal requirements for publication in Chapter 50, Florida Statutes.



Rose Williams

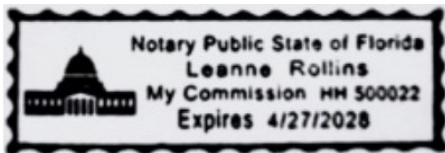
Signature of Affiant

Name of Affiant

Sworn to and subscribed before me on 17 Sep 2026,
by above Affiant, who is personally known to me (X) or who has produced identification ().



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped

139351

**NOTICE OF PUBLIC HEARINGS
CITY OF WINTER SPRINGS**

NOTICE IS HEREBY GIVEN THAT
THE CITY COMMISSION PROPOSE
TO CONSIDER THE FOLLOWING:

ORDINANCE NO. 2026-07

AN ORDINANCE OF THE CITY
COMMISSION OF THE CITY OF
WINTER SPRINGS, SEMINOLE
COUNTY, FLORIDA, AMENDING
SETBACK REQUIREMENTS IN THE
CITY OF WINTER SPRINGS TOWN
CENTER DISTRICT, T5 TRANSECT
(URBAN CENTER ZONE); PROVID-
ING FOR THE REPEAL OF PRIOR
INCONSISTENT ORDINANCES AND
RESOLUTIONS, SEVERABILITY, IN-
CORPORATION INTO THE CODE,
AND AN EFFECTIVE DATE.

THE CITY COMMISSION SECOND
READING/ADOPTION
PUBLIC HEARING WILL BE HELD
ON

MONDAY, SEPTEMBER 28, 2026
AT 6:30 P.M. OR SOON THERE-
AFTER IN THE
COMMISSION CHAMBERS LO-
CATED AT
WINTER SPRINGS CITY HALL
1126 EAST STATE ROAD 434
WINTER SPRINGS, FLORIDA

THE CITY COMMISSION RESERVE
THE RIGHT TO POSTPONE OR
CONTINUE THE PUBLIC HEAR-
ING(S) ON THESE ORDINANCES AT
THE ABOVE-LISTED MEETINGS
WITHOUT FURTHER NOTICE.

The proposed ordinance may be ob-
tained by interested parties between 8
a.m. and 5 p.m., Monday through Fri-
day, from the office of the City Clerk,
located at 1126 E. SR 434, Winter
Springs, Florida. For more informa-
tion, call (407) 327-5999. Persons with
disabilities needing assistance to par-
ticipate in any of these proceedings
should contact the Employee Rela-
tions Department Coordinator, 48
hours in advance of the meeting at
(407) 327-5999. This is a public hear-
ing. Interested parties are advised
that they may appear at the meeting
and be heard with respect to the pro-
posed ordinance. If you decide to ap-
peal any recommendation or decision
made by the City Commission with re-
spect to any matter considered at this
meeting, you will need a record of the
proceedings, and for such purposes,
you may need to ensure that a verba-
tim record of the proceedings is made
upon which the appeal is based.

139351 9/17/26

139351



CITY OF WINTER SPRINGS, FLORIDA

1126 EAST STATE ROAD 434
WINTER SPRINGS, FLORIDA 32708-2799
TELEPHONE: (407) 327-1800
FACSIMILE: (407) 327-4753
WEBSITE: www.winterspringsfl.org

BUSINESS IMPACT ESTIMATE PURSUANT TO F.S. 166.041(4)

This form should be included in the agenda packet with the proposed ordinance to be considered. It must be posted on the City's website by the time notice of the proposed ordinance is published.

City Commission Meeting Dates: **First Reading: September 14, 2026**
Second Reading: September 28, 2026

Ordinance Number: **2026-07**

Posted To Webpage: Monday, August 24, 2026

Date of Publication: Monday, August 24, 2026

This Business Impact Estimate is given as it relates to the proposed ordinance titled:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AMENDING SETBACK REQUIREMENTS IN THE CITY OF WINTER SPRINGS TOWN CENTER DISTRICT, T5 TRANSECT (URBAN CENTER ZONE); PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT ORDINANCES AND RESOLUTIONS, SEVERABILITY, INCORPORATION INTO THE CODE, AND AN EFFECTIVE DATE.

Parts I-IV below are not required to be completed if the ordinance involves any one of the following types of exemptions. Please check if applicable:

- ☐ 1. Ordinances required for compliance with federal or state law or regulation;
- ☐ 2. Ordinances relating to the issuance or refinancing of debt;
- ☐ 3. Ordinances relating to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ 4. Ordinances required to implement a contract or an agreement, including, but not limited to, any federal, state, local, or private grant, or other financial assistance accepted by a municipal government;
- ☐ 5. Emergency ordinances;
- ☐ 6. Ordinances relating to procurement; or
- ☐ 7. Ordinances enacted to implement the following:
 - ☐ a. Development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;

This Business Impact Estimate may be revised following its initial posting.

- ___ b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
- ___ c. Sections 190.005 and 190.046;
- ___ d. Section 553.73, relating to the Florida Building Code; or
- ___ e. Section 633.202, relating to the Florida Fire Prevention Code.

Part I.

Summary of the proposed ordinance and statement of public purpose:

The proposed ordinance makes changes to Chapter 20, Zoning, Article III, Establishment of Districts, Division 12, Town Center District Code, T5 Transect (Urban Center Zone) to 1) update the setback requirements for townhomes, 2) bring the T5 Transect standards in line with T3 and T4 Transect standards, and 3) clarify the applicable front/principal plan setbacks for all structures in the T5 Transect. The City previously adopted transect standards in 2020.

Part II.

Estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Winter Springs: (fill out subsections a-c as applicable, if not applicable write "not applicable")

(a) Estimate of direct compliance costs that businesses may reasonably incur if the proposed ordinance is enacted:

- Not applicable

(b) Identification of any new charges or fee on businesses subject to the proposed ordinance, or for which businesses will be financially responsible; and

- Not applicable

(c) An estimate of the City of Winter Springs' regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs.

- Not applicable

Part III.

Good faith estimate of the number of businesses likely to be impacted by the ordinance:

- The proposed changes are limited to the T-5 Transect in the Town Center, three to four new developments and/ or businesses would be potentially impacted by this ordinance.

Part IV.

Additional Information the City Commission may find useful (if any):

- Not applicable



PUBLIC HEARINGS AGENDA ITEM 502

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

Final Millage Rate for Fiscal Year 2026-2027

SUMMARY

On September 14, 2026 the City Commission adopted a tentative operating millage rate of 2.5160 mills. Tonight, the Commission will set the final operating millage rate which cannot exceed the tentative operating millage rate.

FUNDING SOURCE

RECOMMENDATION

Staff recommends the City Commission adopt Resolution 2026-17, establishing the Final Operating Millage Rate for Fiscal Year 2026-2027 for the City of Winter Springs at 2.5160 mills which is the rolled back rate.

A 'sample' motion which includes the necessary elements for statutory compliance is as follows:

I move to adopt Resolution 2026-17 establishing the Fiscal Year 2026-2027 Final Operating Millage Rate for the City of Winter Springs at 2.5160 mills and publicly announce that the Final Operating Millage Rate of 2.5160 mills is equal to the computed rolled-back rate.

RESOLUTION 2026-17

A RESOLUTION OF THE CITY COMMISSION OF WINTER SPRINGS, FLORIDA, ADOPTING THE FINAL OPERATING MILLAGE RATE FOR THE CITY OF WINTER SPRINGS FOR THE FISCAL YEAR COMMENCING ON OCTOBER 1, 2026 AND ENDING ON SEPTEMBER 30, 2027; ANNOUNCING THE PERCENTAGE BY WHICH THE FINAL OPERATING MILLAGE RATE IS MORE THAN THE ROLLED-BACK RATE; PROVIDING FOR REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Winter Springs of Seminole County, Florida on September 28, 2026, adopted the Fiscal Year 2026-2027 Final Millage Rate following a public hearing as required by *Florida Statute 200.065*;

WHEREAS, the City Commission of Winter Springs desires to adopt the final operating millage rate and publicly announce the percentage change by which the final proposed operating millage rate is more than the rolled-back rate;

WHEREAS, the City Commission of the City of Winter Springs deems that this Resolution is in the best interest of the public health, safety, and welfare of the citizens of Winter Springs; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Winter Springs has been certified by the Seminole County Property Appraiser to the City of Winter Springs on line 4 of the DR420 as \$4,152,942,725.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are deemed true and correct and are hereby fully incorporated by this reference.

Section 2. Final Millage. The City Commission adopts its final operating millage rate of 2.5160 for the fiscal year commencing October 1, 2026 and ending September 30, 2027.

Section 3. Rolled-back Rate. The final operating millage rate of 2.5160 mills is equal to the computed rolled-back rate.

Section 4. Submissions. Within three (3) days of the date of this Resolution, the Finance Director shall forward the Resolution adopting the final millage rate to the Seminole County Property Appraiser and the Seminole County Tax Collector

Section 5. Certificate of Compliance. Within thirty (30) days of the date of this Resolution, the Finance Director shall certify compliance with Chapter 200, Florida Statutes by causing the Certification of Compliance, along with all necessary documentation, to be sent to the Property Tax Administration of the Department of Revenue.

Section 6. Repeal of Prior Inconsistent Resolutions. All prior resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of the conflict.

Section 7. Severability. If any section, subsection, sentence, clause, phrase, word, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

Section 8. Effective Date. This Resolution shall become effective immediately upon adoption by the City Commission of the City of Winter Springs, Florida.

RESOLVED by the City Commission of the City of Winter Springs, Florida, in a regular meeting assembled on this 28th day of September 2026.

Kevin McCann, Mayor

ATTEST:

Erin O'Donnell, City Clerk

Approved as to legal form and sufficiency for
The City of Winter Springs only:

Anthony A. Garganese, City Attorney



PUBLIC HEARINGS AGENDA ITEM 503

CITY COMMISSION AGENDA | SEPTEMBER 28, 2026 REGULAR MEETING

TITLE

Final Budget for Fiscal Year 2026-2027

SUMMARY

The Final Budget was prepared at the direction of the Commission using the operating millage rate of 2.5160 mills. The total expenditures in the final budget are \$116,526,080 which includes inter-fund transfers and is comprised of the following:

General Fund - \$26,996,957

Other Governmental Funds - \$19,248,526

Enterprise Funds - \$70,280,597

The City-Wide Final Budget by fund type currently reflects the following appropriations to/(from) fund balance:

General Fund - (\$676,084)

Governmental Funds (exclusive of General Fund) - (\$6,720,547)

Enterprise Funds - (\$3,222,659)

The revisions subsequent to the Tentative Budget (September 14th Public Hearing 401) are included in the attachment. The Proposed, Tentative, and Final Budgets are on the City's website at <https://www.winterspringsfl.org/576/2027-Annual-Budget-Reports>

FUNDING SOURCE

RECOMMENDATION

Staff recommends the Commission approve and adopt Resolution 2026-18, establishing the Final Budget for the Fiscal Year 2026-2027.

A 'sample' motion which includes the necessary elements for statutory compliance is as follows:

I move to approve Resolution 2026-18, establishing the Final Budget for the City of Winter Springs for the fiscal year commencing on October 1, 2026 and ending on September 30, 2027.

RESOLUTION 2026-18

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, FLORIDA, ADOPTING THE FINAL BUDGET FOR THE CITY OF WINTER SPRINGS FOR THE FISCAL YEAR COMMENCING ON OCTOBER 1, 2026 AND ENDING ON SEPTEMBER 30, 2027; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Winter Springs of Seminole County, Florida, on September 28, 2026, held a public hearing as required by *Florida Statute 200.065*;

WHEREAS, the City Commission of the City of Winter Springs desires to adopt the final budget; and

WHEREAS, the City Commission of the City of Winter Springs deems that this Resolution is in the best interest of the public health, safety, and welfare of the citizens of Winter Springs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Incorporation of Recitals. The foregoing recitals are deemed true and correct and are hereby fully incorporated by this reference.

Section 2. Final Budget. Having previously adopted a tentative millage rate for the City of Winter Springs for fiscal year 2026-2027 the City Commission adopts its final budget as may be amended for the fiscal year commencing October 1, 2026 and ending September 30, 2027 as presented at its regular meeting assembled on the date of this Resolution with all amendments, if any, adopted at that meeting.

Section 3. Approved Expenditures. The expenditures in the final budget are \$116,526,080 which includes inter-fund transfers and is comprised of the following: General Fund - \$26,996,957; Other Governmental Funds - \$19,248,526; and Enterprise Funds - \$70,280,597. The budget is based upon gross taxable value of \$4,152,942,725.

Section 4. Submissions. Within three (3) days of the date of this Resolution, the Finance Director shall forward the Resolution adopting the final millage rate to the Seminole County Property Appraiser and the Seminole County Tax Collector.

Section 5. Certification of Compliance. Within thirty (30) days of the date of this Resolution, the Finance Director will certify compliance with Chapter 200, Florida Statutes by causing the Certification of Compliance, along with all necessary documentation to be sent to the Property Tax Administration Program of the Department of Revenue.

Section 6. Repeal of Prior Inconsistent Resolutions. All prior resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of the conflict.

Section 7. Severability. If any section, subsection, sentence, clause, phrase, word, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

Section 8. Effective Date. This Resolution shall become effective immediately upon its adoption by the City Commission of the City of Winter Springs, Florida.

RESOLVED by the City Commission of the City of Winter Springs, Florida, in a regular meeting assembled on this 28th day of September 2026.

Kevin McCann, Mayor

ATTEST:

Erin O'Donnell, City Clerk

**Approved as to legal form and sufficiency
for The City of Winter Springs only:**

Anthony A. Garganese, City Attorney

Revisions subsequent to the 2026-2027 Tentative Budget

Expenditures/Transfers per Resolution 2026-18

	General Fund	Other Governmental Funds	Enterprise Funds	Total
Revenues/Transfers - Tentative	\$26,320,873	\$12,527,979	\$67,057,938	\$105,906,790
Revisions since Tentative:				
Revenues/Transfers - Final	\$26,320,873	\$12,527,979	\$67,057,938	\$105,906,790
Expenditures/Transfers - Tentative	\$27,006,957	\$19,248,526	\$70,291,115	\$116,546,598
Revisions since Tentative:				
001- General Fund Remove Magistrate	(\$10,000)			(\$10,000)
410 - Water & Sewer Reduction in Transfer Correction			(\$10,518)	(\$10,518)
Expenditures/Transfers - Final	\$26,996,957	\$19,248,526	\$70,280,597	\$116,526,080
Appropriation to (from) Fund Balance	(\$676,084)	(\$6,720,547)	(\$3,222,659)	(\$10,619,290)