

**MINUTES
PLANNING AND ZONING BOARD MEETING
MEETING
February 23, 2016 - 5:30PM**

The City of Lake Wales Planning and Zoning Board held a meeting on February 23, 2016 at 5:30 p.m. in the City Commission Chambers located in the Municipal Building at 201 W. Central Avenue.

ATTENDANCE

Planning Board Members (Shaded area indicates absence):

Chairman Charlene Bennett	Vice-Chairman Sharon Allen	John Gravel	Jo Fuller (excused)	Mark Bennett (excused)	Warren Turner	VACANT
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City Staff:

Dept. of Planning and Development
Kathy Bangley - Planning Director
Autumn DeBolla - Planning Technician
Susan DeScheen – Office Administrator

1. CALL TO ORDER - Chairman Bennett called the meeting to order at 5:30 p.m.
2. ROLL CALL
Ms. Fuller was out due to illness and Mr. Bennett was out due to military duty obligation and were not in attendance. A quorum was present.
3. APPROVAL OF MINUTES
Regular Minutes –January 26, 2016
Motion was made by Ms. Allen and seconded by Mr. Turner, the minutes were approved unanimously.

NEW BUSINESS

4. Public Hearing - Comprehensive Plan Future Land Use Map Amendments
Recommendation to City Commission on property proposed for annexation:
Wheeler Farms Inc./Waverly Village - approximately 16.2 acres located north of
C. F. Kinney Road, west of Scenic Highway
Currently Polk County RL-4
Requesting City of Lake Wales LDR - Low Density Residential

Ms. Bangley review the staff report

Begin report:

STAFF REPORT
Planning and Zoning Board Meeting – February 23, 2016
LAND USE RECOMMENDATION – Wheeler Farms, Inc – Waverly Village

PUBLIC HEARING

Recommendation for Land Use Designation Change

A total of approximately 16.2 acres located north of CF Kinney Road and west of Scenic Highway (SR17)

The majority of the property that the Wheelers are adding to the property previously referred to as Waverly Partners and are bringing forward as Waverly Village for a residential planned development project.

Requested land use: A Future Land Use designation of LDR – Low density residential is recommended for the property. This recommendation is in keeping with the surrounding land use and is consistent with the current Polk county land use.

Current land use designation: The current land use designation is Polk County RL-4 Residential Low-4.

Surrounding land use designations:

Adjacent land use designations:

North: County – RL-4 Residential Low-4

South: County – RL-1 Residential Low-1 and City LDR Low Density Residential

East: County – A/RR Agricultural/Rural Residential and City LDR Low Density Residential

West: County RL-4 Residential Low-4

Projected impacts upon public services:

16.2 acres at 3 units to the acre = 48.6 units

2.4 persons per dwelling unit = 116.64 persons

Sanitary sewer @ 100 gpcd = 11,664 gpd

Potable water @ 122 gpcd = 14,230.08 gpd

Staff comments:

Staff recommends the FLUM and Zoning designations for the property, consistent with the City's Future Land Use Map in this area.

Attachments:

Maps



Kathy Bangley, Director Planning & Development

End report

This is a recommendation to City Commission for a land use designation of Low Density Residential (LDR) on 16.2 acres of land which is proposed for annexation. This designation will allow three units per acre for development. The public hearing was opened and having no comments was closed.

Mr. Gravel made the motion to approve as recommended by staff which was seconded by Ms. Allen and approved unanimously by the board.

5. **Public Hearing - Special Exception Use Permit - Planned Development Project**
Waverly Village

Kelsey Hull of JSK Engineering, agent for Wheeler Farms Inc., is seeking a recommendation of approval for a residential Planned Development Project(PDP) Master Plan.

Ms. Bangle reviewed the staff report

Begin report:

PROJECT: **Waverly Village**

APPLICANT: Wheeler Properties LLC
Agent: Kelsey Hull, JSK Consultants

PLAN: **Waverly Village PDP**
Dated November 12, 2015
Prepared by: JSK Consultants

DESCRIPTION: Master Plan - Residential PDP

FLUM/Zoning: LDR - Low Density Residential

APPROVAL REQUESTED: Recommendation of approval to City Commission

PUBLIC HEARING: Required – Notice requirements have been met

Request:

JSK Consultants requests a recommendation of approval for a residential PDP (planned development project) Master Plan. The 290-acre site is located to the North of C. F. Kinney Road and Dinner Lake Estates, west of Scenic Highway (SR17) east of the proposed Hunter's Glen development.

Code References and Review Criteria:

The planning board's role in reviewing a PDP is stated in sec. 23-224.3.b. of the *Land Use and Development Regulations* (Chapter 23 – Lake Wales Code of Ordinances):

Specific sections of the regulations applicable to a PDP are:

- Review Process for subdivisions/PDPs: Section 23-223 and 224
- General standards and requirements for PDPs: Section 23-441-2
- Residential PDP design standards and design guidelines: Section 23-443
- General Development Regulations for Land Development: Article III, Div. 1.
(Waivers from standards in this section are requested.)

Background:

The majority of the property was annexed in 2007. An additional 16+ acres is being processed for annexation at this time. No development plan was proposed or considered in 2007.

A conceptual master plan is being presented for approval. Specific lot design is not being proposed at this time. Lot sizes are being proposed as a percentage of the total number of lots as follows: 55' lots at 29%, 60' lots at 26%, 65' lots at 40%, and 80' lots at 5%.

Site Information

Location: The 291 acres that make up the development are located north of C.F. Kinney Road and Dinner Lake Shores, west of Scenic Highway (SR-17), east of the proposed Hunter's Glen development and south of Lake Annie.

The property is very irregularly shaped with improved and unimproved properties abutting on several sides. There are also existing county roads that transect the proposed development. These roads will be integrated into the development where appropriate. Currently the County has not expressed any objections.

Abutting Land Uses:

North: County – RL-4 Residential Low-4

South: County – RL-1 Residential Low-1 and City LDR Low Density Residential

East: County – A/RR Agricultural/Rural Residential and City LDR Low Density Residential

West: County - RL-4 Residential Low-4

FLUM/Zoning

The property is zoned R-1A and has a Future Land Use Map designation of LDR – Low density residential with a maximum of 3 dwelling units per acre.

Proposed Development:

PDP approval is requested to allow a reduction in lot size to be off-set by required compensatory open space and recreation space. The PDP process is intended to promote creativity in housing type and site layout.

Roadways: The main entrance will be from C.F. Kinney Road. There will be additional access points on Scenic Highway and Waverly Road. Current County classification of existing roads is as follows: C.F. Kinney, rural minor collector, North Scenic Hwy and Waverly Road, urban collectors, and Altamont Road is a local street. The County specifies that a two lane collector road without curbs will have 80 feet of right-of-way and 60 feet if curb and gutter are constructed. A local road must have 60 feet of right-of-way without curb and 40 feet with curb and gutter. County requirements also state that if a new subdivision is proposed adjacent to an existing County road where right-of-way is deficient, additional right-of-way shall be provided from the centerline of the existing County road of sufficient width to meet the requirements. (County Land Development Regs. Chapter 8)

Lot dimensions: Specific lot layout is not being proposed at this time.

Density: LDR allows for three (3) dwelling units per acre. The maximum allowed in a 291 acre development would be 873 units/lots. The number of lots and their layout will be determined in the future but will not exceed the 873 allowable.

Land alteration:

Recreation and open space: Recreation areas and an active trail are provided throughout the development. A large neighborhood park is proposed as a central feature along the main boulevard. There is an opportunity for a waterfront park with boat access to Lake Annie at the northern most portion of the development. A formal tree survey will be done as part of the site development process with the intent to save mature trees where possible. Each lot will be required to have two (2) trees planted at the completion of construction. (Sec. 23-307.2.a.3).

Reductions in lot size can be approved in a PDP only if there is public open space commensurate with the reduction. According to figures provided by the applicant, the parks, active trail and landscaped buffers provide adequate open space to meet this requirement.

Pedestrian circulation: Pedestrian circulation is required in a residential development. The applicant indicates that there will be 5-foot sidewalks throughout the development. Sidewalks are planned on both sides of all internal roadways adjacent to residential lots as well as along the community's frontage on C.F. Kinney Road.

Street lighting: Street lights are required and must meet requirements of Sec. 23-303.12. The style of lights must be approved by the city at the site development stage. There have been problems in the past with the encroachment of street lights and other appurtenances on the sidewalk. A cross-section showing all improvements in the area between the edge of roadway and the edge of right-of-way is required with the site development permit application.

Concurrency review: Verification of compliance with Sec. 23-704 is required prior to the issuance of a site development permit.

Requested waivers and recommended conditions of approval:

Specific conditions of approval per phase will have to be determined at the time of subdivision review and approval.

1. Waiver to reduce minimum lot size of 12,000 square feet for R-1A to a minimum of 6,050 square feet. (Table 23-422A)
2. Waiver to allow lot at building line to be reduced to 55' at a minimum.

Staff does not recommend approval of additional dimensional waivers until more detailed subdivision plans are submitted for review and approval.

3. A Developer's Agreement will have to be executed regarding the resolution of the fire flow requirements in this area. Participation by the applicant by providing land for a water tower is preferred by the city. Formal discussions have not taken place to date.

Code Compliance

A PDP is allowed under the zoning regulations (Chapter 23, Lake Wales Code) for the purpose of allowing "flexibility of site design through waivers of strict compliance with the dimensional and design standards" of the zoning regulations (sec. 23-224.1 PDP Process). Flexibility of layout is allowed "in order to preserve natural features of the land, maximize common open space and landscaping and create vital neighborhoods" (sec. 23-442 PDP General Standards).

A PDP must demonstrate:

"that the product will be superior to that of a standard subdivision. The PDP process is not intended to circumvent the regulations for residential development, but to allow creativity and variety. Deviation from the provisions of this chapter concerning lot size, setbacks, roadway design, and other requirements will be granted only if the proposed alternative allows for a superior project layout, provides enhanced open space and preservation of natural features, does not subvert the intent of this chapter and does not compromise public safety."
(Sec. 23-442 PDP General standards and regulations)

Staff comments:

Master Plan requirements – The plan must demonstrate that the design accomplishes four tasks. (See sec. 23-442.e.)

- Preservation/showcasing of natural features – While wetlands are preserved and incorporated with recreation areas, most are not visible except from lots backing up to them. Information on trees on the site has not been provided.
- Coherent circulation network – Streets and trails have been shown, but not sidewalks.
- Lot layout (create neighborhoods; avoid monotony; provide for varied streetscapes)
- Connectivity to surrounding community – Development is connected to existing roadways.

Board Action:

The board shall hold a public hearing. The planning board may request modifications to the plan to improve the site plan in regard to the intent of the land use regulations and may defer action on the application to allow for revisions to be submitted. The board may vote to recommend approval with conditions to the city commission if they do not want any revisions from the applicant. The board may only defer action on the application once without the applicant's consent (Sec 23-224.3.b).

End report.

This is a request for recommendation of approval for a residential PDP conceptual Master Plan on 290 acres of land located to the north of C F Kinney Road and Dinner Lake Estates and west of Scenic

Highway and east of the proposed Hunter's Glen development. This is a very irregularly shaped property. No specific lot design is being proposed at this time; varying lot sizes are proposed.

Ms. Bangley stated that right now, fire flow to that area is an issue and a water tower will be needed.

Mr. Gravel asked about the overall density. Ms. Bangley said the density is based on gross acreage and cannot exceed 873 units. They must have the required compensatory space to reduce lot sizes.

Chairman Bennett asked how a water tower would affect the layout. Ms. Bangley said it does not have to impact the design. If not built within the development, Wheeler Farms may have other land available for the water tower.

Mr. Gravel asked staff for clarification, approval of Master Plan, logistics?

Ms. Bangley said this plan must come back before the board; it may be phased and then it will go to City Commission. Chairman Bennett asked "concept plan?" Mr. Gravel said if approved he wanted to be sure the board was not opening the door to something detrimental in the future. Ms. Bangley stated this approval is for marketing for potential development.

Kelsey Hull of JSK Consulting, applicant was available to answer question from the board. She gave a power-point presentation of the project. She said it will be a very walk-able neighborhood.

Mr. Gravel asked if they had to take any action on Mr. Bennett's comment regarding the right-of-way; "the bridge over Lake Lee due to R-O-W requirements."

Ms. Bangley said the county will exact the property required; that will happen first before the lots are laid out. Chairman Bennett asked if we had feedback from the county regarding this project. This may reduce the available acreage for lots; the applicant cannot request more density...may be less. She said it is a nice single-family development, reasonably balanced. Ms. Bangley said it is a tricky property which has some issues to deal with.

Kelsey Hull said they have spoken to Curtis Knowles at the County regarding road right-of-way.

Chairman Bennett asked about the composition of the recreation trail. Ms. Bangley said it has to be located in a twenty-five foot wide corridor. Ms. Hull said it would probably be mulch with benches and low-impact exercise equipment placed randomly along the trail.

Mr. Turner expressed a concern with congestion with three roadways exiting on to Scenic Highway. Ms. Bangley said DOT will have the final say; she also stated there may be concerns with block length for fire apparatus. Mr. Turner said Phase 1, 2, and 3 roadways exit to 1 to CF Kinney, 1 to Waverly Road, 2 to Scenic Highway could be a problem. Mr. Gravel asked, if DOT says no will they have to change the design. Ms. Bangley said where the roads exit is a concern, and FDOT may request design changes. Mr. Gravel said DOT is more stringent.

Ms. Allen asked, what is there, in the area still in the county? Ms. Bangley by Phase 1, it is single family mobile home park development, Phase 3, it is a platted subdivision. Chairman Bennett asked if it was too early to ask about landscape buffers. Ms. Bangley said, since lots have not yet been determined buffers are still in flux. This will be a City, County, and DOT partnership on roadways and approvals as is typical with many of our development projects. Chairman Bennett asked about the alleys; what are the pros and cons? Ms. Bangley stated the trash cans would be back at the alley and driveways would not be backing out to main roads. The alleys will be general access for residents in the area. Ms. Allen brought up the issue of the trash pick-up at the front as it is an issue with the City today. Ms. Bangley said she will have to check with the trash company... the issue today is the condition of the alleys. Ms. Allen said the trash trucks are much larger today with make it difficult to traverse the alleys.

Chairman Bennett asked about multi-family development. Ms. Bangley said it is not allowed in the LDR designation. Chairman Bennett then opened the public hearing. Being no comments the public hearing was closed and item referred back to the board for further action or a motion.

Mr. Turned asked about the pond on page C114, existing today? Ms. Hull said it does not exist today.

Mr. Gravel made a motion for approval of the conceptual Master Plan and staff recommended waivers as presented, which was seconded by Ms. Allen. Mr. Turner asked if the motion should include mention of the roadways exiting to SR17. Ms. Bangley said we could amend the motion however we have a motion on the floor which needs action. Three board members approved the motion as stated by Mr. Gravel; Mr. Turner was the dissenting vote. A second motion was made by Mr. Turner to realign the roadways at C114 which was seconded by Ms. Allen. Vote was tied with two members to approve and two members to deny; motion failed.

OTHER BUSINESS

Ms. Bangley said administrative approval was granted to the Auto-Zone project at Willowbrook Square. She has received revised engineering for the Love's driveway positioning. There were no significant design changes. They will be installing a traffic signal at Hwy 27 and Hunt Bros Road.

We have received approval from DEO for the APG Comp Plan Amendment and it will move forward to City Commission for a second reading and adoption in March.

Chairman Bennett asked where the Grow Healthy project stands with denial of state approval. Ms. Bangley said she does not know where the project stands.

Chairman Bennett asked if we could review some of the past project approvals ; particularly the McDonald's on SR 60 and Hunt Bros Road because of traffic issues. She also inquired about the Estes electric building and surrounding block...wants to be educated; sees issues regarding buffering of the City Maintenance lot.

Chairman Bennett also asked staff if they would post a flyer regarding an AAUW candidate forum for the City Commission election. Ms. Bangley said we could post it in the office and see about putting on City Webpage and Facebook.

Mr. Turner asked if there was any new about the Hotel? Said the top floor looks nice lit in the evening.

With no other business to be addressed by the board, the meeting was adjourned at 6:45 PM.



Attest: S. DeScheen



Charlene Bennett, Chairman