

**MINUTES  
PLANNING AND ZONING BOARD MEETING  
REGULAR MEETING  
February 25, 2020, 5:30PM**

The City of Lake Wales Planning and Zoning Board held a meeting on February 25, 2020 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 Christopher Lutton	Vice-Chairman Charlene Bennett	John Gravel	Narvell Peterson	<del>Linda Bell</del>	Kyra Love	VACANT
-----------------------------------	--------------------------------------	----------------	---------------------	-----------------------	-----------	--------

**City Staff:**

<b>Dept. of Planning and Development</b>
Kathy Bangley – Assistant City Manager, Planning and Development Services
Autumn Cochella – Development Services Manager
Christina Adams – Recording Secretary

1. CALL TO ORDER Chairman Lutton called the meeting to order at 5:30 p.m.
2. ROLL CALL - Ms. Bell was absent and Ms. Sims resigned, but a quorum was present.
3. APPROVAL OF MINUTES  
Regular Meeting – January 28, 2020  
Motion by Ms. Bennett to approve and Mr. Peterson seconded the motion. The minutes were approved unanimously by voice vote.
4. COMMUNICATIONS AND PETITIONS

**NEW BUSINESS**

5. FLORIDA AVE TRAFFIC AND SPEED FOLLOW UP

Review Staff report by A. Cochella  
Begin Report:

**DESCRIPTION:** Follow-Up Discussion

**Attachments:**  
Full report from Lake Wales Police Department.

End Report.

Ms. Cochella reviewed the staff report with the Board. Mr. Peterson asked if the report showed a traffic count and Ms. Bangley stated it was speed related not a traffic count. Ms. Bennett asked if the next study could be easier to read and understand for Board members. Ms. Bennett asked if a member from the Police Department could come to the next meeting and make a statement about how this study compares to speed in other residential areas and Ms. Bangley stated she could possibly get an email from the Police Department and share it with the Board. Mr. Peterson asked about the possibility of speed bumps and Ms. Bangley stated staff hadn't gotten that far and that the traffic speed study was the first step.

6. SITE PLAN APPROVAL INCLUDING WAIVERS OF STRICT COMPLIANCE – 425 F ST.  
PID: 27-29-34-874000-002060

Review Staff report by A. Cochella  
Begin Report:

**PROJECT:** Rehabilitation of 425 F Street.  
**APPLICANT:** Russell Brightman and Andrew Snider, Agents  
Almar Properties, LLC, Owner  
**ADDRESS OR LOCATION:** 425 F. St.  
PID: 27-29-34-874000-002060  
**APPROVAL REQUESTED:** Site Plan Approval, Including a Waiver of Strict Compliance to Allow Gravel Parking in Lieu of Paving, and a Waiver of Strict Compliance to Allow Off-Site Parking  
**FLUM/ZONING:** MDR – Medium Density Residential  
R-1C - Residential  
**PUBLIC HEARING:** Not Required

**Application Request:**

Russell Brightman and Andrew Snider, agents for Almar Properties, LLC, are proposing the rehabilitation of 425 F Street, a vacant multi-family building in poor condition. Included in this request is a waiver of strict compliance to allow for gravel, off-site parking.

**Background Information:**

The subject property was originally a 2-story, 16-unit multi-family building. Almar Properties purchased the building in August of 2019 with plans to renovate, and reduce the number of units from sixteen to eight. Four units will be roughly 720 square-feet, and the other four units will be around 840 square-feet.

The site does not provide adequate space for the required parking; therefore, off-site parking must be granted in order to proceed. The multi-family use of this site is a pre-existing nonconforming use of land; however, code allows for a multi-family use to continue, so long as the Planning Board determines there is adequate parking to serve the use (Sec. 23-372 Nonconforming regulations).

**Code References:**

Sec. 23-222 Site Plans  
Table 23-306B Parking Space Requirements  
Sec. 23-372 Nonconforming regulations  
Sec. 23-307 Landscaping requirements  
Table 23-302A Replacement Tree Requirements

**Staff Comments:**

In light of the applicant's efforts to provide required parking and the drastic reduction in the number of apartment units, and the fact that the renovated building will be far preferable than the vacant, hazardous structure now standing on the site, staff recommends some compromise of standards

*Suggested Conditions of Approval:*

1. A concrete apron meeting City requirements shall be constructed at the entrance to the parking lot. The area between the parking lot and the F Street curb (City right-of-way) shall be landscaped.
2. The parking spaces and access aisle shall be compacted and stabilized.
3. The handicapped parking space shown on the plan shall be paved with asphalt or concrete and shall meet the size and marking requirements of Section 23-306. (If spaces are allowed in front of the building: All spaces in front of the building shall be paved. The area on each side of the spaces shall be landscaped. A revised plan will be required prior to issuance of a building permit.)

4. Off-street parking areas shall have a properly maintained landscaped separation strip with irrigation, along all sides of the off-street parking area. Vehicular wheel stops or barriers shall also be properly located along the edge of the required separation strip.
5. A concrete sidewalk shall be constructed to connect the apartment building with the parking lot. The sidewalk shall be 5 feet in width and shall be located in the City right-of-way along lots 8 and 9. The sidewalk shall be at the head of the parking spaces in front of the building.
6. A landscaping plan shall be submitted for the approval of the administrative official showing parking lot fence and landscaping, courtyard, and landscaping between the parking area and the F Street curb.
7. An inventory of trees on site shall be provided to the administrative official with the landscaping plan for the purpose of determining whether valuable trees can be saved.

The Planning Board shall either approve, approve subject to stated conditions, or deny the major site plan. In doing so, they shall enter specific findings of fact delineating their reasons.

**Attachments:**

Site Plan: Multifamily Residential 425 F Street prepared by Taylor Design Consultants, received February 28, 2020.  
 Landscape Plan: Prepared by Evolve Professional Landscape Management

End Report.

Ms. Cochella reviewed the staff report with the Board. Russell Brightman and Andrew Snider were in attendance to address any questions or concerns from the Board. Ms. Bennett stated she appreciated the changes made from the last meeting to include the landscape buffer on the off-site parking. Mr. Lutton asked the Board if they had any questions or concerns and asked for a motion. Ms. Bennett motioned to approve the request with all the conditions of approval that were listed on the staff report. Ms. Love seconded the motion. The item was approved unanimously.

7. RESIDENTIAL SUBDIVISION – SCENIC BLUFF PHASE II  
 PID: 27-29-35-000000-023010 and 27-29-35-000000-023030

Review Staff report by A. Cochella  
 Begin Report:

<b>PROJECT:</b>	Scenic Bluff Subdivision Phase II
<b>APPLICANT:</b>	Ag Investments of Polk County, Owner John Schneider, Agent – Hunter Engineering
<b>ADDRESS OR LOCATION:</b>	PID: 27-29-35-000000-023010 and PID: 27-29-35-000000-023030
<b>APPROVAL REQUESTED:</b>	Residential Subdivision
<b>FLUM/ZONING:</b>	MDR – Medium Density Residential R-1d - Residential
<b>PUBLIC HEARING:</b>	Not Required

**Application Request:**

Owner and developer, AG Investments of Polk County, is requesting approval of a 55-lot single-family residential subdivision on 16.1 acres of land fronting on Old Scenic Highway, City Limits Road North, and Summit Avenue.

**Background Information:**

The site is located on the south side of City Limits Road, just west of Lake Wales High School and adjacent to Scenic Bluff Subdivision Phase I, 10 platted lots along Summit Avenue approved in 2018. Homes in Phase I are currently under construction. Scenic Bluff Subdivision was originally approved in March of 2018 as a 9.13-acre, 38-lot subdivision. AG Investments purchased the additional 8.68 acres in September of 2019 and has revised the original plan to include the additional acreage.

**Code References:**

- Sec. 23-222.3 Preliminary Subdivision Plat Review
- Table 23-422A Dimensional Area Standards – Residential Districts
- Sec. 23-303.3c. Street access requirements – Residential Development
- Sec. 23-307 – Landscaping

**Staff Comments:**

The proposed development is a standard subdivision meeting all requirements of the Land Development Regulations to date. The planning board shall either approve, approve subject to stated conditions, or deny the preliminary site plan. In doing so, they shall enter specific findings of fact delineating their reasons.

**Attachments:**

Plan: Scenic Bluff Subdivision – Phase 2 Preliminary Site Layout Plan, dated December 21, 2019, prepared by Hunter Engineering.

End Report.

Ms. Cochella reviewed the staff report with the Board. Dan Lewis was in attendance to represent Ag Investments of Polk County. Ms. Bennett asked if these homes would be starter homes or family homes and Mr. Lewis stated they would be similar to what is existing in the area. Ms. Bennett asked if there would be a children’s recreational area and where would it be. Ms. Bangley stated there is a requirement by code for a park and she clarified where it was on the plan. Ms. Cochella stated in the entire subdivision there would be 17,000 square feet of neighborhood park. Mr. Lewis discussed that they would create inlets for drainage into the retention pond. Mr. Lutton asked the Board for a motion. Ms. Love motioned to approve the subdivision plan as is and Ms. Bennett seconded the motion. The item was approved unanimously.

- 8. PDP MASTER PLAN, PRELIMINARY SITE PLAN – PHASE I MULTIFAMILY – HUNTERS GLEN  
PID: 27-29-09-000000-032020

Review Staff report by A. Cochella  
Begin Report:

<b>PROJECT:</b>	Hunters Glen Master Planned Development Project
<b>APPLICANT:</b>	Phase I Multifamily Apartments BGE, INC., Engineer Lake Wales MFP, LLC, Owner
<b>ADDRESS OR LOCATION:</b>	PID: 27-29-09-000000-032020
<b>APPROVAL REQUESTED:</b>	PDP Master Plan Preliminary Site Plan – Phase I Multifamily
<b>FLUM/ZONING:</b>	LDR – Low Density Residential R-1A - Residential
<b>PUBLIC HEARING:</b>	Required – Requirements Met

**Application Request:**

A recommendation of approval is requested for a PDP Master Planned Residential Subdivision, and Phase I Multifamily Apartments, on a total of 350.75 acres of land along the east side of US Highway 27. The southern property boundary of the project abuts the Peddler’s Pond residential community.

**Background Information:**

The property was annexed into the City in 2001 as “Imperial Ridge” and originally included a 40-acre industrial parcel to the north, fronting on Waverly Rd., now under separate ownership. The annexation agreement included a conceptual master plan “for possible future use of the property.”

Phase I, an 81-lot single-family subdivision called Rabbit Ridge, was platted in 2007. An entrance from US 27 and a spine road (shown as Rabbit Run/Hunter’s Glen Blvd. on plans) were constructed at some point to serve the development. The property has changed hands several times, as recently as 2018. In August of 2018, home builders DR Horton were granted a waiver of minimum setbacks and maximum lot coverage from the Planning Board in order to develop the 81 single-family 6,000 square-foot lots with their product. Development has not moved forward.

With the exception of Rabbit Ridge and a medical office just north of the entrance (now a separate property) no development approvals have been granted for the property.

**Code References:**

23-224 Planned Development Project  
23-222 Site Plans  
23-442 General standards and regulations  
23-443 Residential PDP standards and guidelines  
Article III – General Development Regulations

**Staff Comments:**

Staff recommends a recommendation of approval to City Commission, specifically allowing for a mix of housing styles throughout the development as allowable through the PDP process as long as the overall density of 3 units per acre allowed in the LDR low-density residential designation is not exceeded, and the granting of the following Waivers of Strict Compliance:

Waiver of strict compliance request for housing type to allow multifamily land use within the R-1A Residential /LDR designated zoning within the Hunter’s Glen PDP

Waiver of strict compliance request for parking located along the access drives A, B, C, D, and E.

Waiver of strict compliance request for 25-foot high light poles for access drive and parking safety where a 14-foot maximum height is required by code.

**Attachments:**

Plan: Planned Development Project Land Use Plan/Multifamily Site Plan for Multifamily Pod 2 Phase 1, Hunters Glen, Prepared by BGE, Inc., and Dated November 27, 2019

End Report.

Ms. Cochella reviewed the staff report with the Board. Mike Bell and Dan Bond from BGE, Inc. and Reid Hardman from were in attendance to answer any questions or concerns from the Board. Mr. Lutton wanted to clarify if the Board was reviewing Phase I and II and if there was still a concern about City water and sewer capacity and Ms. Banglely stated there is no concern at this time and only Phase I is being presented. Mr. Lutton asked why a waiver for taller light poles is requested and Ms. Banglely stated it was due to the building being 3 stories. Mr. Lutton stated he preferred shorter light poles. Ms. Love asked about the requested waiver for parking and Ms. Banglely stated by Code, parking spots can’t back into an access road which is almost impossible in apartment complexes.

Ms. Bennett asked for the applicant’s response to the Development Review Committee’s comments about plans for existing vegetation and emphasis on the wooded site. Mr. Hardman stated there was nothing of historic or unique value on the property. Mr. Bell stated that when you look at the master plan of the project there are around 105 acres between wetlands and undeveloped and with each phase they will add more land to that to help aide in keeping green area. Mr. Bell stated that in Phase I, 83% of the area will remain green, wetlands, and/or undeveloped. Ms. Bennett asked if there were any requirements for interrupting wetland systems and Mr. Bell responded that the City has no requirements, but the State looks at the water quality and quantity and the wetland habitat. He stated a conceptual permit had been submitted to Southwest Florida Water Management District and that will determine how they set up their drainage systems for the entire property and from there they will work on developing each phase based

off the drainage. Mr. Bell stated that from an Environmental stand point, the district has come out and verified each wetlands limit.

Mr. Lutton asked the Board if they had any other questions and asked for a motion. Ms. Love stated she would like to see the light poles using the special casing for darker skies if the light pole height waiver is approved or keeping the poles at the required 14 feet height. Ms. Bennett asked what Mr. Lutton would recommend and he stated he would like the shorter light poles with partial dark sky compliant casings or the taller light poles with full dark sky compliant casings. Ms. Bangley explained the waiver and that the Board could specify the conditions they were wanting. Ms. Love moved to recommend approval of the PDP master plan as is and Mr. Peterson seconded the motion. The item was approved unanimously. Ms. Bennett motioned to approve the Phase I site plan with waivers as listed with the following exception of waiver three to read as 25 feet high light poles with full dark sky compliant head casings or 14 feet high light poles with partial dark sky compliant head casings. Ms. Love seconded the motion. The item was approved unanimously.

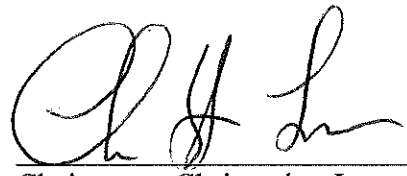
#### OTHER BUSINESS

Ms. Bangley stated that with Ms. Sims resignation there was now a vacancy on the Board and Ms. Bennett mentioned a previous applicant. Mr. Lutton asked about the City pursuing Dark Sky compliance and Ms. Bangley stated an ordinance change could be proposed and presented to the Board.

Mr. Gravel voiced his concern about mobile homes in built areas of city limits and no ordinance prohibiting them. He suggested that maybe staff could look into new regulations and possibility prevent from being allowed in infill lots of areas that are already built. Ms. Bangley stated that staff could do some research and bring information back to the Board.

The meeting was adjourned at 6:36 PM.

  
Attest: Christina Adams

  
Chairman – Christopher Lutton