

**MINUTES  
PLANNING BOARD MEETING  
FEBRUARY 26, 2019  
6:00 P.M.**

**CALL TO ORDER: CHAIR JOSEPH HULTS**

**INVOCATION AND PLEDGE: BOARD MEMBER BETTE BIGGAR**

**ROLL CALL: DEPUTY CITY CLERK MAMIE DRANE**

**Members in Attendance**, Chairman Joseph Hults, Vice Chair Deborah Byrne, Member Loretta Vittorio, Member Karen Abdul Hameed, and Member Bette Biggar.

**Members not in attendance:** Member Matthew Noone and Member Wanda Daley

Also in attendance: Community Development Director Ameé Bailey, Deputy Clerk Mamie Drane and Ramon Ramos

**Board Member Vittorio** moved to approve the minutes, with correction, from October 9, 2018 meeting, seconded by **Vice Chair Byrne**. The motion was approved by unanimous voice call vote.

**BUSINESS ITEMS - PUBLIC HEARING:**

**1. ELECTION OF OFFICERS:**

**Vice Chair Byrne** nominated **Joseph Hults** to remain Chairman of the Planning Board, **Board Member Biggar** seconded the motion. The motion was approved by unanimous voice call vote.

**Vice Chair Byrne** stated she would like to step down from the position of Vice Chair. She stated she would like to nominate **Board Member Vittorio** for the position of Vice Chair, motion was seconded by **Board Member Bette Biggar**. The motion was approved by unanimous voice call vote.

**Chair Hults** read the procedures for the meeting.

**2. SAC CITRUS INC. – ZONING REQUEST**

**Director Baily** gave a presentation outlining the purposed development of a 970 unit subdivision. This case was advertised in the News Paper on February 11, 2019, and there were 191 mailers sent out. She stated there has been a request by SAC Citrus Inc. to amend the Zoning designation on approximately ±407 acres of property located in the City of Lake Alfred from Single Family Dwelling District (R-1A) on ±283 acres, Commercial (C-2) on ±30 acres and Conservation District (CN) on ±25 acres to Planned Unit Development-Mixed Use (PUD-MU) on ±313 acres and Conservation District (CN) on ± 25 acres. Staff reviews each submission for the following standards:

- Consistency with the Comprehensive Plan
- Concurrency Analysis
- Impact Analysis
- Zoning and use of nearby property
- Substantial changes in land use circumstances
- Time vacant

- Effect on property values

**Director Bailey** explained what a Planned Unit Development and what will be decided on at the meeting. Using on-screen maps and aerials she was able to point out locations and areas included in the request.

The applicant has requested amending the Zoning designation on approximately 407 acres to accommodate an age restricted (55+) manufactured home community with an 18-hole public golf course. The golf course and related amenities such as a Pro Shop would be open to the public. Amenities within the development would include a clubhouse, pool(s), and access to Lake Cummings and Lake George. The Master Development Plan proposes not to exceed 970 residential units for a gross density of 2.38 units per acre.

The Applicant's plan is for a land lease manufactured home community in which residents own their homes and lease the underlying land from the developer. The subject property would be platted, although it would not create individual lots. The Applicant would own the property in two separate entities, which will be controlled by the Applicant. One entity will own the residential community and a separate entity will own the golf course. Although the current zoning category would allow manufactured homes as a subdivision the type of ownership the Applicant is proposing is similar to a mobile home park. Mobile home parks are only allowed in the R-2 zoning district within the Residential Medium Future Land Use classification; however the density requested aligns with the Low Density Residential Future Land Use classification currently assigned to the property. Considering these factors and the Applicants desire to have a golf course with related commercial-type amenities, the Applicant and Staff determined that a Planned Unit Development Mixed Use (PUD-MU) would better suit the Applicants goals.

There were several other reasons for the PUD request. The Applicant would like to reduce the internal right-of-way from the City required 60 feet to 40 feet, and include 4 feet of pavement (as part of the required 24 feet) for pedestrian/golf cart use in lieu of sidewalks. The landscaping and buffering requirements have been adjusted to account for the land lease ownership, building height limitations have been modification (up to 50') for the clubhouse and pro-shop, and the setback requirements have been altered to accommodate the placement of horizontal rather than vertical lots along the roadways.

The Applicant has stated that they plan to develop and plat the development in phases to define the necessary infrastructure for the residential community and the golf course. A proposed phase plan is included as an attachment. The City would be apprised of any changes in the proposed phasing as the construction occurs.

In addition, the Applicant has also planned to plat and dedicate right-of-way for the partial relocation and reconstruction of Lynchburg Road. The road would remain open to the public at all times but the new alignment would be reconfigured.

This use is both residential and commercial. It is not a change in the types of uses that had been permitted on the property. The neighborhoods to the west have the west and the PUD to the north. This is similar in nature to the surrounding properties.

**Director Bailey** discussed the Level-of-Service (LOS) standards for infrastructure and public service facilities within the city. She also stated the proposed project was not anticipated to degrade the LOS. She reviewed the information in the staff report covering water, sanitary sewer, stormwater, airports, police and fire, school impacts, recreation, environmental elements, and transportation. The Applicant provided an Ecological Site Assessment which was conducted by Modica & Associates in 2018. The study examined the existing conditions for

soils, vegetation, wildlife, listed flora, and protected species. The following items were associated with Conditions of Approval.

The Applicant may utilize the existing or future well to irrigate the golf course. (Condition 3)

The community is in close proximity to the Winter Haven Airport at Gilbert Field. Prior to approval of the Preliminary Plat and Site Development Plans, the Developer shall illustrate the Runway Approach Surface for Runway 23 and the 65, 70, and 75 DNL noise contours on the Site Plan. The applicant must comply with all Airport Land Use Compatibility Zoning Regulations and may be required to provide an avigation easement. (Condition 6).

Prior to approval of the Preliminary Plat and Site Development Plans, the Developer shall provide any documentation of modification or exemption to any applicable school impacts, conditions, or impact fees. Specifically, Developer shall coordinate with the Polk County and the Polk County School Board to establish provide the documentation to develop as a 55+ age restricted community. (Condition 5)

The City currently meets the recreational level of service as established in the Comprehensive Plan. The Master Development Plan includes internal recreational amenities which will serve to meet the level of service requirements for publically-accessible neighborhood park within a 0.75 mile distance of all new residencies. The recreational amenities will be phased but must be completed along with the residential development. (Condition 7)

In addition, each phase of the development must meet the 30% Open Space requirement as stated in Section 2.04.02.23(G) of the ULDC. (Condition 9) Because recreation is a requirement within the residential area, the developers will have to build the first nine holes prior to the completion of 150 homes.

Based on the Master Development Plan, the applicant requests the City Commission reduce the wetland transitional zone from 200 feet to 50 feet. The application states the following: (Condition 6)

The principal entrance to the development will be at the intersection of US 92 and 21st Street. Heartridg Academy is located at the southwest corner of the property at this intersection. The proposed boulevard entrance will be shared with Heartridg Academy. The final design of the joint entrance shall be coordinated with the school, the City, and FDOT and will be included as part of the Preliminary Plat/Site Development Plan process to ensure compliance with the City's ULDC. (Condition 18)

Due to the size of the proposed development a secondary entrance is required. The Applicant has proposed two locations for secondary emergency access, one (1) of which will be constructed prior to the construction of the 71st dwelling unit. The final location will be determined through the Preliminary Plat/Site Development process. (Condition 12)

Due to the gated nature of the proposed development, the Applicant would like to keep the entire development contiguous. Therefore the Applicant has proposed to relocate a portion of Lynchburg Road as depicted on the Master Development Plan. The relocated portion will be constructed at current standards and include 80 feet of right of way. The Applicant will also dedicate sufficient right of way along the remaining portion of Lynchburg Road to provide 40 feet of right of way from the centerline of Lynchburg Road. (Condition 8)

The internal transportation network will remain private and the Applicant has requested a reduction in the standard pavement width and a reallocation of the required sidewalk. The

Applicant has proposed an internal right of way of 40 feet with 24 feet of pavement which would include a 4-foot pedestrian/golf cart path. (Condition 12)

City of Winter Haven was contacted and provided information and conditions regarding the developments proximity to the Winter Haven Airport. (Condition 6)

The Applicant must also contact the Polk County Transit/Citrus Connection and the FDOT regarding the need for a transit stop and property dedications on US 92, and if required, provide the transit stop. (Condition 16)

Due to the similar nature of this development with a Mobile Home Park, staff would recommend a condition regarding to inclusion of a shelter. Policy 2.2 b. within the Housing Element of the Comprehensive Plan states "The principles and criteria for siting mobile homes shall be to require developers of new mobile home parks or subdivisions to provide adequate hurricane shelter space for the projected buildout populations of such parks or subdivisions. Staff has reduced the required occupancy based on the housing type and suggested that the Clubhouse be built to ICC 500 standards to reduce the need for an additional building to meet this requirement. (Condition 7)

Since the parking areas have not yet been engineered, the Applicant has provided a condition regarding on-site parking which will be addressed as part of the Site Plan Review and Platting process. (Condition 17)

The Applicant has also proposed a condition regarding street lighting as an additional design element. (Condition 13)

Lastly, the Applicant and staff have included a condition on landscaping in addition to the internal landscaping provided in Condition 2. This additional landscaping will provide a landscaped buffer adjacent to the public right of way external to the development. (Condition 14)

**Director Bailey** concluded stating that staff had coordinated with the Applicant regarding the proposed development and conditions of approval. The Applicant plans to develop the project in phases and will present additional details as each phase is reviewed (Site Plan and Platting). The PUD-MU provides the Applicant the opportunity to incorporate create design standards and integrate commercial components within the development. The densities and intensities are regulated by the underlying future land use classifications. The proposed development is also compatible with the existing development in the area.

Staff has reviewed the application for the Zoning amendment from Single Family Dwelling District (R-1A), Commercial (C-1) and Conservation (CN) to Planned Unit Development – Mixed-Use (PUD-MU) and Conservation (CN) and finds that the request to change the zoning designation is **consistent** with the City of Lake Alfred Comprehensive Plan and Unified Land Development Code.

Staff recommends **approval** of the PUD-MU with the Master Development Plan and Conditions of Approval. The proposed PUD-MU Conditions of Approval include conditions on Building Standards, Utilities, Wetland & Shoreline Protection, Airport Coordination, Amenities, Lynchburg Road, Internal Transportation, Street Lighting, Landscape Buffer, transit stop, parking, and the Joint Entrance.

**Bart Allen** Land Use Attorney with Peterson & Myers Law Firm 225 E. Lemon St. Lakeland FL. stated the land owner is SAC Citrus, he was accompanied by Ms. Ellen Wile, Mr. Richard Simon, both representing SBL Partnership and Mr. Steve Slone, of Slone Engineering. The SBL Partnership has been a manufactured home developer for over 50 years. They developed The Hamptons and Windmill Village. Mr. Allen had presentations on both communities and then went over the amenities that will be offered at the new development. He thanked the Planning Board and Director Bailey.

**Steve Slone** with Slone Engineering Group 150 S. Woodland Ave. Bartow FL explained the site layout and the different phases. He also explained the purposed layout of Lynchburg Road.

**Chair Hults** asked if the golf course would be public and how much will that increase the traffic.

**Member Biggar** stated Lynchburg road is very narrow and the curves are sharp, and asked if the developers will address this in the new layout.

**Director Bailey** stated the curve will no longer be there. The road will line up with Myers Road. The road outside of their property is not the responsibility of the developer. The City took over the maintenance of Lynchburg road last year.

**Steve Sloan** stated there will be additions and adjustments as the project progresses.

**Board Member Vittorio** asked if the trucks bringing in the homes will use the same entrance as the school and if they knew of any plans for Hartridge School to expand. She also asked about the setbacks on the golf course, carports and the horizontal placement of the homes.

**Mr. Slone** responded all of the site work will be complete prior to moving in the homes. The new entrance will be constructed. The homes will be brought in gradually they will not be lined up waiting on the road. In answer to Board Member Vittorio the setback along the golf course would be zero. The developers will be installing protective barriers and landscaping to protect the homeowners. The golf course has not been designed yet but all of the contingencies will be taken into account.

**Ellen Wile**, SBL Partnership stated most people in their communities design their own houses and can choose a double driveway or a golf cart shed.

**Director Bailey** stated that one of the conditions is for the developers to provide a routing plan for the delivery of the homes to and from the site.

**Board Member Abdul Hameed** asked about the different phases, many homes per phase, and the timeline.

**Board Member Vittorio** asked about the clubhouse being used for a storm shelter and if the homes would be tied down in some way. She also asked if the phases be independent or will the development be planned as a community.

**Mr. Allen** stated in the first phase the amenities will be built along with 150 homes. The homes will be subject to the Florida Building Code.

**Director Bailey** explained that the homes will be on a slab they do have additional requirements.

**Mr. Sloane** answered the development will be designed and permitted all together to maintain the community.

**Chair Hults** opened the public hearing.

**Eddie Myers Jr.** 323 Myers Lane stated he could not find information on the developments property boundary.

**Margaret Myers** stated their property has been separated and what used to be five acres is now only one.

**Mr. Sloane** stated they have a survey with the developer's property he will be glad to share the survey.

Clyde Hill, 350 Chamberlain Drive  
Carlos Pena, 253 Chamberlain Drive  
Annamarie Parish, 397 Chamberlain Drive  
Elbert Overbay Jr., 1320 US HWY 92 W.  
Gail Martin, 297 Chamberlain Drive  
Mark Gottsacker, 1913 Wynelle Court  
Carol Cook, 2501 Martha Way  
Margo McGill, 3966 Winter Haven

Several of the residents along Lynchburg Road had concerns about the narrow road supporting the increased traffic from the new development. They were also concerned about the heavy equipment used for site preparation damaging the road and if the elevated properties from site development will cause flooding in the area they live in and there were a few residents that questioned why they did not receive a mailer.

**Wes Warren** 2137 Lois Blvd., Lake Marianna HOA spokesperson was concerned about the changing road pattern and asked about buffering the revised section of Lynchburg Road to buffer the noise from the cars now passing closer to the homes along that stretch of road. He also stated he would much rather see a development like the one in question than a warehouse.

**Director Bailey** stated the entrance to the community will be off of HWY 92. Emergency access is planned for Lynchburg Road. Through this development Lynchburg Road will be improved significantly. The City has had Lynchburg Road for six months, through the development process there will be improvements to the road. In addressing the notifications, the City advertised in the newspaper as required, and notified everyone within 500' which is 200' over what is required. The City welcomes your comments. The next City Commission Meeting will be March 18, 2019.

**Board Member Abdul Hameed** asked about the road repairs, extensions and who will be paying for the different parts of improvements.

**Mr. Allen** explained what portions of the sit the developers will be giving the City in order to upgrade the road. He also stated the developers are not accessing Lynchburg Road for purposes of the residents to utilize the road for egress and ingress, all of the Florida Club traffic will be coming off HWY 92.

**Board Member Vittorio** asked Mr. Sloane to expound on the turn lanes.

**Mr. Sloane** stated there will be improvements to HWY 92 in the form of turn lanes going into the community. This development is providing an opportunity to improve Lynchburg Road.

**Chair Hults** closed the public hearing.

**Board Member Abdul Hameed** stated the community looks like it will be a lovely and she thanked everyone for attending the meeting.

**Board Member Vittorio** stated she thought it was going to be a beautiful community as well and thanked staff for the presentation.

**Board Member Vittorio** moved recommending approval to the City Commission of the amendment of the Official Zoning Map of approximately ±407 acres located in the City of Lake Alfred from Single Family Dwelling District (R-1A) on ±283 acres, Commercial (C-2) on ±30 acres and Conservation District (CN) on ±25 acres to Planned Unit Development-Mixed Use (PUD-MU) on ±313 acres and Conservation District (CN) on ± 25 acres with the Master Development Plan and Conditions of Approval on land located south of Lake Alfred Road, north of Highway 92 and the Winter Haven Regional Airport, and east of Lake Mariana,

**Board Member Abdul Hameed** seconded the motion. The motion was approved by unanimous voice call vote.

The Planning Board members thanked the developers and staff for the presentation, and they also thanked the public for voicing their opinions.

**Chair Hults** asked if there were any other comments.

**Director Bailey** announced the next Planning Board meeting will be April 9, 2019. There will not be a Planning Board meeting in March, unless the Board would like to meet and go over items discussed at previous workshops. She will notify the Board of the next opportunity to go over the upcoming changes in the code.

**Chair Hults** thanked Commissioner Maultsby for attending the meeting.

**Board Member Vittorio** made a motion to adjourn, **Member Biggar** seconded the motion. The motion was approved by unanimous voice call vote.

The meeting was adjourned at 8:38.

Respectively Submitted,



Mamie Drane  
Deputy City Clerk