

**MINUTES  
PLANNING BOARD MEETING  
WEDNESDAY, June 17, 2015  
6:00PM  
CITY HALL**

**Call to Order: Chair Rick Roach**

**Invocation and Pledge of Allegiance**

**Roll Call:** Those in attendance were Chair Rick Roach, Vice Chair Irving Spokony, Deborah Hoffman, Karen Abdul-Hameed, Judy Schelfo (late), Joe Hults, Administrative Assistant Mamie Drane, and Community Development Director Valerie Ferrell

**APPROVAL OF MINUTES: April 15, 2015**

**VICE CHAIR SPOKONY** Made a motion to approve the Planning Board Meeting minutes for the April 15, 2015 regular meeting: seconded by **BOARD MEMBER HOFFMAN** motion was approved by unanimous voice call vote.

<b>CHAIR ROACH</b>	<b>AYE</b>
<b>VICE CHAIR SPOKONY</b>	<b>AYE</b>
<b>BOARD MEMBER HOFFMAN</b>	<b>AYE</b>
<b>BOARD MEMBER ABDUL-HAMEED</b>	<b>AYE</b>
<b>BOARD MEMBER HULTS</b>	<b>AYE</b>

**TRAINING SESSION**

The Planning Board watched a presentation from the former American Planning Association President, Mitchell Silver, on the importance of planning and how board members need to be involved in the community.

**REGULAR MEETING BUSINESS ITEMS**

**1) PUBLIC HEARING: CONSIDER MAKING A RECOMMENDATION TO THE CITY COMMISSION TO AMEND SECTION 3.02.03 OF THE CITY OF LAKE ALFRED UNIFIED LAND DEVELOPMENT CODE, RELATING TO PAVEMENT WIDTHS AND ROAD RIGHT-OF-WAY REQUIREMENTS**

**Community Development Director Ferrell** introduced the business item and reviewed the presentation provided at the previous meeting in April. She stated that staff with the Central Florida Regional Planning Council drafted the amendment being presented tonight that accommodates a reduction in road pavement widths.

**Jennifer Codo-Salisbury** presented the Unified Land Development Code amendment to Section 3.02.03 which provides for a reduction in pavement width requirements within the Green Swamp ACSC for local roads only, to twenty-two (22) feet, where it is required to be twenty-four (24) feet in all other areas of the City. She stated the Green Swamp is environmentally sensitive, so pavement reduction would be encouraged in this area. She stated the pavement reduction can also be an incentive as it costs less and increases safety. Conversely, less pavement can also reduce the area for cars to pass including emergency vehicles, or less room for on-street parking. She reviewed the criteria an applicant must prove before they may request the reduction in pavement. With staff review and planning board approval, the applicant must meet the criteria before receiving an approval to reduce their pavement widths for local roads.

**Chair Roach** opened the public hearing.

There were no public comments.

**Chair Roach** closed the public hearing.

There was discussion regarding the different standards for different type of streets, including arterials (highways governed by Florida Department of Transportation), collectors and local roads. It was clarified the amendment applies to local roads in the Green Swamp only after an applicant has met the criteria to receive the reduction. The Board also expressed concern with on-street parking within neighborhoods and gave a consensus that some limitation on on-street parking must be made by the developer and homeowners association.

**Ms. Salisbury** suggested an addition to 3.02.03(B)(2)(a)(7): "If on street parking is allowed, such parking shall be limited to one side of the road and shall be regulated through deed restriction and or other binding mechanisms if allowed."

After brief discussion, **Board Member Hults** made a motion to recommend approval of the proposed amendment to Section 3.02.03 in the Unified Land Development as presented by staff with the change read by Ms. Salisbury; seconded by **Board Member Schelfo** and the motion was approved by unanimous voice call vote:

<b>CHAIR ROACH</b>	<b>AYE</b>
<b>VICE CHAIR SPOKONY</b>	<b>AYE</b>
<b>BOARD MEMBER SCHELFO</b>	<b>AYE</b>
<b>BOARD MEMBER HOFFMAN</b>	<b>AYE</b>
<b>BOARD MEMBER ABDUL-HAMEED</b>	<b>AYE</b>
<b>BOARD MEMBER HULTS</b>	<b>AYE</b>

**Chair Roach** reminded **Board Members** to file their Financial Disclosers.

**Community Development Director Ferrell** said there are issues to be presented to the Board and there would be a Planning Board Meeting July 15, 2015. She also welcomed **Board Member Hults** to regular member status, and asked if the Board thought the Alternate positions were still required. The consensus from the board was yes they would like to keep the two alternate positions open, just in case a regular member was unavailable.

There were no further comments.

**Vice Chair Spokony** made a motion for adjournment, **Board Member Abdul-Hameed** seconded the motion.

**Chair Roach** adjourned the meeting at 7:57pm.

Respectfully Submitted,

Mamie Drane  
Administrative Assistant