

City of Lake Alfred
120 E. Pomelo Street
Lake Alfred, FL 33850



Phone: (863) 291-5748
Fax: (863) 298-5403
www.mylakealfred.com

Community Development

Building | Code Enforcement | Planning | Zoning

AGENDA

PLANNING BOARD MEETING

**CITY COMMISSION CHAMBERS
CITY HALL**

**SEPTEMBER 21, 2016
REGULAR MEETING 6:00 P.M.**

CALL TO ORDER

INVOCATION AND PLEDGE OF ALLEGIANCE

ROLL CALL: MAMIE DRANE, ADMINISTRATIVE ASSISTANT

APPROVAL OF MINUTES: OCTOBER 21, 2015 MEETING

BUSINESS ITEMS

- 1) APPOINTMENT OF 2016-2017 CHAIR AND VICE CHAIR.**
- 2) APPROVE 2017 BOARD MEETING SCHEDULE.**
- 3) CONSIDER SPECIAL EXCEPTION REQUEST FROM CELIA DETTMAR FOR HAIR SALON BUSINESS TO OPERATE FROM RESIDENCE AT 358 TREASURE CAY COVE.**

PUBLIC COMMENTS

BOARD MEMBER COMMENTS

ADJOURN

Any person who decides to appeal any recommendation of the City Commission and/or Planning Board with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, 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. Persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk no later than five days prior to the proceeding at 291-5747.

**MINUTES
PLANNING BOARD MEETING
CITY COMMISSION CHAMBERS, CITY HALL
OCTOBER 21, 2015
7:00 P.M.**

Call to Order: Chair Roach

Invocation and Pledge: Chair Roach

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

APPROVAL OF MINUTES

AUGUST 19, 2015 minutes were approved with corrections.

BUSINESS ITEMS

Chair Roach made an announcement that he would be stepping down from the Board for personal reasons. The entire board wished him well and expressed their gratitude for the time he served on the Planning Board and for his time as Chairperson.

1) PUBLIC HEARING: CONSIDER APPROVAL OF THE SITE DEVELOPMENT PLAN FOR THE PROPOSED DISCOVERY ACADEMY CHARTER HIGH SCHOOL; GENERALLY LOCATED NORTH OF EVENHOUSE ROAD, WEST AND SOUTH OF CREEK ROAD, AND EAST OF CR 557, CONSISTING OF APPROXIMATELY 40 ACRES.

Community Development Director Ferrell provided updated staff reports, introduced and reviewed the new business item, explaining that tonight the Planning Board will be considering the proposed Discovery Academy Charter High School. She stated the Planning Board recommended approval of the zoning request for the Discovery Academy Charter High School in October 2014, which was subsequently approved by the City Commission by Ordinance 1344-14. The full staff report is attached hereto and made a part of these minutes. She reviewed the subject site consists of 55 total acres, 40 of which are proposed to be used for the future site of the Discovery Academy Charter High School. The applicant intends to build the school and facilities in a phased approach, with Phase 1 focusing on 15 acres of the site. The total number of students proposed is 950, plus 64 staff and faculty. The request is compatible with the surrounding land uses and has a Future Land Use designation of Medium Density Residential and Conservation.

Kris Kaye, Envisors, pointed out the different phases of the project utilizing the site plan.

Director Ferrell pointed out that the new school would have very little impact on Lake Alfred's Public Facilities and Services. Even after the school is fully completed we will still have ample water and sewer capacity.

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Chair Rick Roach asked if this report had taken into account future developments that had already been approved. He then asked if the irrigation would be using reclaimed water, or if there was a well on the site, and if water would be utilized from the well instead of from the city supply.

Director Ferrell said the staff report had taken into account planned future development. **Mr. Kaye** stated that there is a small well on the property but needs to be repaired before it can be considered for irrigation. The developers are looking into repairing the well as it would be a savings to the school. They should have information on that in about sixty days.

Chair Roach opened the public hearing.

The Planning Board discussed the traffic study that was performed in September 2015 by Traffic Planning and Design, Inc. for the project. Recommendations from the report indicate improvements will be needed at the site entrance, with a new left-turn lane to be added on Evenhouse Road. Members expressed concern about cross-walks for Evenhouse and addressed the parking requirements. It was clarified that improvements to both Creek Road and Evenhouse Road would be permitted through Polk County, as both are County-maintained rights-of-way. Staff will forward the Board's concerns to Polk County staff for consideration.

Chair Roach closed the public hearing.

Board Member Hults asked if the two schools were owned by separate entities or by the same conglomerate. **Mr. Kaye** replied that both are owned by the same entity.

Director Ferrell pointed out that Lake Alfred ULDC requires the school to have 395 parking spaces. The applicant is requesting consideration to utilize the Florida Building code parking standards rather than the City's Code requirements. Section 3.03.02 provides that the City Commission can determine the minimum number of paved parking spaces to be provided. Florida Building Code standard would require 135 paved parking spaces. This total takes into account the 11th and 12th grades only and requires 6 ADA spaces. The applicant has indicated they would request the City Commissions consideration in reducing the paved parking required for the site according to the City's Unified Land Development code, and follow the Florida Department of Education's guidelines for high school parking. The site development plan has provided 194 paved parking and 188 grass parking.

The Planning Board proceeded with a technical review of the rest of the site plan, and made its recommendation to the City Commission accordingly.

Board Member Hults made a motion to approve the Site Development Plan proposed for the Discovery Academy High School with the condition that the city Commission provide the final determination of parking requirements, and requested Polk County consider crosswalks for Evenhouse Road for safety concerns and road width on Creek Road be at least 22 (twenty two)

feet. **Board Member Biggar** seconded the motion and the motion was approved by unanimous voice call vote:

CHAIR ROACH	AYE
VICE CHAIR SPOKONY	AYE
BOARD MEMBER SCHELFO	AYE
BOARD MEMBER HOFFMAN	AYE
BOARD MEMBER ABDUL-HAMEED	AYE
BOARD MEMBER HULTS	AYE

ALTERNATE BOARD MEMBER NOONE **AYE**

Chair Roach thanked the board members for their participation and asked if there were any more comments or business.

Director Ferrell reminded the board of the training in Bartow. She asked the Board Members to consider helping find volunteers to serve on other boards for the City.

There were no other questions.

Chair Roach adjourned the meeting at 8:17.

Respectfully submitted,
Mamie Drane
Administrative Assistant

**LAKE ALFRED PLANNING BOARD AGENDA
SEPTEMBER 21, 2016**

Business Item No. 1

**APPOINTMENT OF 2016-2017 CHAIR AND VICE
CHAIR**

ISSUE: Section 8.03.01 of the Lake Alfred Unified Land Development Code and Board Bylaws require that Chair and Vice Chair be appointed annually.

The Board will consider among itself appointments for Chair and Vice Chair to serve in 2016.

2016-2017 Board Members:

Karen Abdul-Hameed, member since April 2009
Bette Biggar, member since December 2008
Ireneo "Rene" Ferrer, member since December 2015
Deborah Hoffman, member since December 2008
Joseph Hults, member since October 2012
Matthew Noone, member since August 2015
Judy Schelfo, member since July 2012

**LAKE ALFRED PLANNING BOARD AGENDA
SEPTEMBER 21, 2016**

Business Item No. 2

APPROVE 2017 BOARD MEETING SCHEDULE

ISSUE: The Board will consider the following meeting dates for approval:

January 18, 2017
February 15, 2017
March 15, 2017
April 19, 2017
May 17, 2017
June 21, 2017
July 19, 2017
August 16, 2017
September 20, 2017
October 18, 2017
November 15, 2017

Board will meet only when there is business to discuss, unless specifically requested by Board.

Regular meeting time moved to 6:00pm at City Hall.

**LAKE ALFRED PLANNING BOARD AGENDA
SEPTEMBER 21, 2016**

Business Item No. 3

**CONSIDER SPECIAL EXCEPTION REQUEST
FROM CELIA DETTMAR FOR HAIR SALON
BUSINESS TO OPERATE FROM RESIDENCE AT
358 TREASURE CAY COVE.**

ISSUE: Section 7.10.00 of the Unified Land Development Code (ULDC) provides criteria for home occupations (businesses in residential zoning districts). If a home occupation request is denied by the Building Official, then it may be referred to the Planning Board for a decision.

ATTACHMENTS:

- Request from Celia Dettmar
- Warranty Deed for 358 Treasure Cay Cove (Subject Site)
- Petition of property owners within 100 ft radius of subject site
- Boundary Survey of subject site
- Excerpt of ULDC, Section 7.10.00 regarding Home Occupations

ANALYSIS: Home occupations are permitted within residential zoning districts if they adhere with the following basic restrictions:

- No employees
- No sign or display on the exterior
- Business activities shall take place in the principal structure (not accessories like sheds or garages)
- Cannot use more than 500 square feet in the principal structure
- No storage outside or in accessory buildings
- No additional traffic can be generated because of business (normal home deliveries, visitor traffic is the maximum impact permitted)
- No noise, vibration, glare, fumes, etc.

Mrs. Celia Dettmar has requested that she be permitted to operate a hair salon in her residence at 358 Treasure Cay Cove. It is the Building Official's opinion that operation of a hair salon may not meet the intent of the requirements in 7.10.00 and therefore has requested the Planning Board to consider the request.

STAFF RECOMMENDATION: Pleasure of the Planning Board.

Dear Members of the Lake Alfred Planning Board,

I am writing this hardship letter with the hope that you grant me permission to stand before you to explain the circumstances that have transpired, concerning my family, leading me to ask to obtain a Home Occupation License. My name is Celia Dettmar and I have been a business owner in this wonderful city for nine years. I have been very happy there and although certain structure problems have now forced me to close my business abruptly, that is not why I ask you for the Home Occupation License. I am a business woman and care very deeply for this community in which I reside and, therefore, would never intentionally conduct myself in a manner that could potentially hurt the city or inconvenience my neighbors/friends.

I live in Lake Alfred Estates with my husband Russ, daughters Kylee and Mackenzie, and son William. My eldest child, Kylee, graduated Harrison School for the Performing Arts with a GPA of 4.5. She was in the Honor Society, volunteered endless hours, and participated in multiple clubs. She is an amazing young lady: strong, happy, loving, smart, kind, trustworthy, and so much more. Two years ago she was diagnosed with Spina Bifida Oculata; other than being born with a hole in her spine, she showed no other signs of something being wrong and because there wasn't, at that time, any outside appearance of this disease, it went undetected, even by The Nemours Children's Hospital. She now suffers immensely and had to leave campus at Flagler College where she was well on her way to earning three separate degrees and maintaining straight "A's" for last three years. She will continue her education on-line and hopes that one day she will beat the odds. As a mother, it is not only my responsibility, but also a great honor to care for her. This illness is crushing her bladder and more times than not, shutting down her kidneys when infection takes hold. The Urologist has discussed removing her bladder to alleviate some of the pain, but doing so would create other problems that can be just as painful. Her kidneys are very susceptible to infection and because of that the Neurosurgeon cannot do surgery on her tethered spinal cord which is wound up in the spine. I feel that it would be impossible to take care of her in a "business" setting. She needs to be in her own home where she feels comfortable, safe, and free of, for lack of a better word, embarrassment.

As with any ongoing illness, doctor/ hospital bills become ongoing as well, therefore, my not working is not an option that we can choose. My husband spent an incredible amount of time and money to create an atmosphere for me to, not only care for our child, but also earn a much needed income.

We applied for and received a building permit and it had been inspected during every stage of the building process, not necessarily for a hair salon because the state inspects for that, but for workmanship according to code, and it was passed. It is located at the back, left side of our house. It has a separate side walk, five feet in width, that leads to its own front double doors, which are six feet wide for easy access to those in a wheelchair. As well as having a separate back door so that it meets the fire code, it is also equipped with a bathroom that is handicapped friendly. All of which is connected to, but not part of, the house. I have informed not only my

neighbors to the left and right of me of my intentions, but also the entire cul-de-sac, all of whom signed my petition in “favor”. We have a close-knit relationship with every family on our street and would never do anything to impose on them or cause even the slightest amount of inconvenience. In fact, they have all kindly offered the use of their own driveways, although I will, with absolute certainty, never need it. I will be the only worker on premise, just the same as I have always been in town. In fact, clients do not even come in to make an appointment, they call--all clients are strictly by appointment only and I do not overbook, ever. My driveway is big enough for four vehicles, but since my car remains in the garage and my husband is gone for 16 hours a day, it is completely free of cars. I will only have one car at a time because I can only do one person at a time.

My husband and I have full intention of staying in this house until death, but if by chance, we had to move then the salon sink would be removed and a bathtub would take its place rendering it useless for another stylist. I and my husband will both sign a deed restriction form from the board, if need be, in regards to selling the house so that this will never be a concern for the city.

If I am granted an audience with you then I ask only that I am not made to elaborate more than what is necessary about Kylee, as it is very painful for me to talk about.

Thank you for your consideration, Celia Dettmar

358 Treasure Cay Cove
Lake Alfred, Florida 33850
(863)585-3588



INSTR # 2015225864
 BK 9701 Pgs 103-104 PG(s)2
 RECORDED 12/17/2015 12:40:26 PM
 STACY M. BUTTERFIELD,
 CLERK OF COURT POLK COUNTY
 RECORDING FEES \$18.50
 RECORDED BY tonyscar

This instrument was prepared by and return to:

Name: Bradley J. Davis
 Address: Davis & Kennedy, P.A.
 P.O. Box 950847
 Lake Mary, Florida 32795-0847
 Parcel No.: 26-27-20-489400-000900



FOR USE BY RECORDING OFFICE

WARRANTY DEED

This Indenture, made this 11th day of December, 2015, by and between **WILLIAM R. DETTMAR** and **MARGARET W. DETTMAR**, husband and wife, whose post office address is 1822 Greenwich Avenue, Winter Park, Florida 32789 (collectively referred to herein as "Grantor") and **RUSSELL BRENT DETTMAR** and **CELIA ANN DETTMAR**, husband and wife, whose post office address is 358 Treasure Cay Cove, Lake Alfred, Florida 33850 (collectively referred to herein as "Grantee").

Witnesseth: That for and in consideration of the sum of Ten and no/100ths Dollar (\$10.00) cash in hand paid and other valuable considerations, the receipt of which is hereby acknowledged, Grantor does by these presents grant, gift, bargain, sell, transfer and convey to Grantee, and Grantee's heirs and assigns forever, the following described land situate, lying and being in Polk County, Florida, to-wit:

358 Treasure Cay Cove, Lake Alfred, Florida 33850, more specifically described as:

Lot 90, LAKE ALFRED ESTATES, according to the plat thereof as recorded in Book 148, Pages 40, 41, and 42, Public Records of Polk County, Florida.

Subject to covenants, conditions, restrictions, limitations, easements, mortgages and agreements of record, if any; taxes, assessments for the year 2015 and subsequent years, and to all applicable zoning ordinances and/or restrictions and prohibitions imposed by governmental authorities, if any.

Together, with all tenements, hereditament and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple, that the Grantor has good right and lawful authority to sell and convey said land, and hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons claiming by, through and under Grantor.

This Deed has been prepared at Grantor's request and without a title search performed.

In Witness Whereof, Grantor has hereunto set their hand and seal the date first above written.

Signed, Sealed and Delivered in our Presence:

[Signature]
Print Name: Robert J. Davis

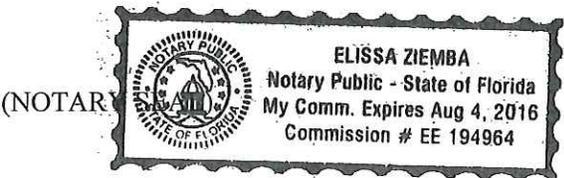
William R. Dettmar
WILLIAM R. DETTMAR

[Signature]
Print Name: Elissa Ziemba

COPY

STATE OF FLORIDA
COUNTY OF Seminole

The foregoing instrument was sworn and subscribed before me this 10th day of December, 2015, by **WILLIAM R. DETTMAR**. He is personally known to me or has produced as identification and did (did not) take an oath.



[Signature]
Notary Public
Print or Type Name:
Serial Number:
My Commission Expires:

Signed, Sealed and Delivered in our Presence:

DAN CAMPBELL
Print Name: DAN CAMPBELL

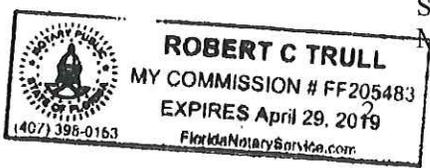
Margaret W. Dettmar
MARGARET W. DETTMAR

Arlene Campbell
Print Name: ARLENE CAMPBELL

STATE OF FLORIDA
COUNTY OF Seminole

The foregoing instrument was sworn and subscribed before me this 11 day of December, 2015, by **MARGARET W. DETTMAR**. She is personally known to me or has produced as identification and did (did not) take an oath.

(NOTARY SEAL)



Robert C. Trull
Notary Public
Print or Type Name:
Serial Number:
My Commission Expires:



CITY OF LAKE ALFRED

120 E. Pomelo Street, Lake Alfred, FL 33850 Tel: (863) 291-5747 Fax: (863) 298-4440

100 FEET RADIUS APPROVAL/OPOSE OF HOME OFFICE USE

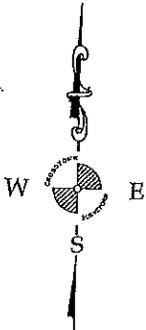
Date: 4.28.2016

Celia Dettmar residing at 358 Treasure Cay Cove do hereby petition the City of Lake Alfred for Home Office Use permit at the aforementioned address. I have contacted the owners of the property within 100 feet of the proposed Home Office Use as follows:

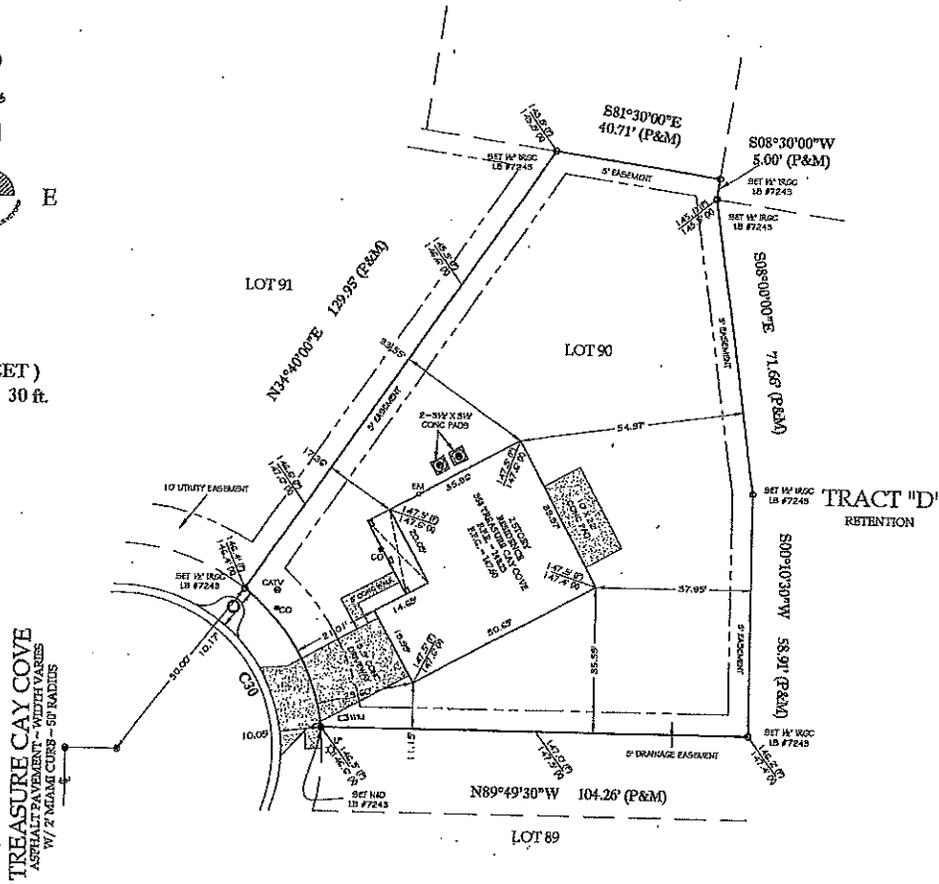
Table with 4 columns: Date, Signature, Address, In Favor/Opposed. Contains handwritten entries for neighbors at Treasure Cay Cove.

The Building Official may refer the matter to the Planning Board for approval if signatures from all property owners within 100 feet of the subject property cannot be obtained, or for any other reason that may justify such referral. Home Office Use approvals shall be handled through the same process as a zoning district change or special exception approval.

BOUNDARY SURVEY



(IN FEET)
1 inch = 30 ft.



LEGEND:

- CL = CENTERLINE OF RIGHT-OF-WAY
- CI = CURB INLET
- ⊙ = A/C PAD
- = DRAINAGE FLOW LINE
- ⊕ = FIRE HYDRANT
- ⊕ = WATER VALVE
- ⊕ = WATER METER
- CATV = CABLE TV
- EM = ELECTRIC METER
- ⊙ = SANITARY SEWER MANHOLE
- CO = CLEANOUT
- ELEV. = ELEVATION
- W/ = WITH
- C = CURVE
- CB = CHORD BEARING
- S.F. = SQUARE FEET
- LB = LICENSED BUSINESS
- = PROPOSED PROPERTY CORNER
- MBS = MITERED END SECTION
- (P) = PLAT
- (M) = MEASURED
- FD = FOUND
- IR = IRON ROD
- YC = YELLOW CAP
- CONC = CONCRETE
- PSM = PROFESSIONAL SURVEYOR & MAPPER
- (PL) = PLAIN
- (E) = EXISTING
- N&D = NAIL & DEK
- F.F.E. = FINISH FLOOR ELEVATION
- F.F.G. = FINISH FLOOR GARAGE
- TP = TELEPHONE PEDESTAL
- TRANS = TRANSFORMER PAD
- PCP = PERMANENT CONTROL POINT
- S.W.F.W.M.D. = SOUTHWEST FLORIDA WATER MANAGEMENT DEPARTMENT

CURVE DATA:

C30
RADIUS = 50.00' (P&M)
DELTA = 45°25'30" (P&M)
LENGTH = 39.63' (P&M)
CB = N29°25'56" W (P&M)

SURVEYORS NOTES:

1. THIS IS A BOUNDARY SURVEY.
2. BASIS OF BEARINGS: BASED ON THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 20-27-26 HAVING AN ASSUMED BEARING OF N00°16'41"E.
3. NO UNDERGROUND UTILITIES, UNDERGROUND ENCROACHMENTS OR BUILDING FOUNDATIONS WERE MEASURED OR LOCATED AS PART OF THIS SURVEY, UNLESS OTHERWISE NOTED.
4. NO IMPROVEMENTS OTHER THAN THOSE SHOWN HEREON HAVE BEEN LOCATED.
5. THIS SURVEY DOES NOT REFLECT OR DETERMINE OWNERSHIP.
6. ATTENTION IS DIRECTED TO THE FACT THAT THIS SURVEY MAY HAVE BEEN REDUCED OR ENLARGED IN SIZE DUE TO REPRODUCTION. THIS SHOULD BE TAKEN INTO CONSIDERATION WHEN OBTAINING SCALED DATA.
7. ELEVATIONS SHOWN, INCLUDING ALL FINISH FLOORS AND LOT GRADES, ARE BASED ON NATIONAL GEODETIC VERTICAL DATUM OF NGVD 1929.
8. VERTICAL FEATURE ACCURACY:
 - A) ALL NATURAL GROUND ELEVATIONS AND/OR CONTOURS SHOWN HEREON HAVE BEEN MEASURED TO AN ESTIMATED VERTICAL POSITIONAL ACCURACY OF 0.10'.
 - B) CONCRETE, ASPHALT, PLASTIC, WOOD & METAL ELEVATIONS SHOWN HEREON HAVE BEEN MEASURED TO AN ESTIMATED VERTICAL POSITIONAL ACCURACY OF 0.02'.
9. HORIZONTAL FEATURE ACCURACY:
 - A) PROPERTY CORNERS, BUILDING CORNERS AND ALL PERMANENT CONTROL POINTS SHOWN HEREON HAVE BEEN MEASURED TO AN ESTIMATED HORIZONTAL POSITIONAL ACCURACY OF 0.02'.
 - B) ROADWAYS, UTILITIES, TREES AND BODIES OF WATER SHOWN HEREON HAVE BEEN MEASURED TO AN ESTIMATED HORIZONTAL POSITIONAL ACCURACY OF 0.10'.

LEGAL DESCRIPTION:

LOT 90, LAKE ALFRED ESTATES, AS RECORDED IN PLAT BOOK 148, PAGES 40-42, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

FLOOD PLAIN:

PER THE FEDERAL INSURANCE ADMINISTRATION FLOOD INSURANCE RATE MAP, COMMUNITY NUMBER 12667, PANEL 1335 F, SUBJECT PROPERTY IS LOCATED IN ZONE "X", AS REFERENCED TO THE FIRM (FLOOD INSURANCE RATE MAP) MAP, POLK COUNTY, FLORIDA, DECEMBER 20, 2003.

CERTIFICATIONS:

WILLIAM R. DETMAR
MARGARET W. DETMAR
WELLS FARGO
STEELE CITY TITLE, INC.
STEWART TITLE GUARANTY COMPANY or
FIDELITY NATIONAL TITLE INSURANCE COMPANY or
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY



12441 Adventure Dr. ~ Portview, Florida, 33579
Phone: 013.741.1555 ~ Fax: 013.741.1553
LB # 7243

A BOUNDARY SURVEY OF LOT 90, LAKE ALFRED ESTATES - POLK COUNTY

JOB NUMBER 07089	REVISIONS	SECTION 20	TOWNSHIP 27 E	RANGE 26 E	SCALE 1" = 30'	FIELD DATE 05.28.13	DRAWN BY A	FILE NAME 130.FI	SHEET 1 OF 1
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THIS SURVEY IS NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL SCALED COPY OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

JOHN W. STROTHMAN, P.S.M.
FLORIDA SURVEYORS REGISTRATION NO. 63112

7.10.00 Home Occupations

Authorized home occupations shall comply with all of the following provisions:

- (A) No person other than a member of the family residing on the premises shall be employed in the home occupation.
- (B) The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to the use of the unit for residential purposes by its occupants. Under no circumstances shall the residential character of the property be changed by the home occupation.
- (C) No sign or display shall be provided to indicate from the exterior that the building is being used in whole or in part for any purposes other than that of a dwelling.
- (D) Business activities associated with a home occupation, including storage of merchandise and materials, shall take place only in the principal structure.
- (E) No home occupation shall occupy more than a total of 500 square feet of floor area.
- (F) Traffic shall not be generated by the home occupation in greater volumes than would normally be generated by a dwelling unit in a residential area. No additional parking spaces shall be provided in excess of those required to serve the residential unit under Section 3.03.00.
- (G) No equipment or process shall be used in a home occupation that creates noise, vibration, glare, fumes, odors or electrical interference detectable to the normal senses. In case of electrical interference, no equipment or process shall be used that creates visual or audible interference in radio or television receivers or causes fluctuations in line voltages off the premises.
- (H) No articles or materials pertaining to the home occupation shall be stored on the premises, except inside the principal structure.

7.10.01 Procedure for Approval of a Home Occupation

A home occupation may be approved administratively by the Chief Building Official upon payment of a review fee established by the City Commission and submission of an application containing the following information and documentation:

- (A) Name(s) of owner(s) and a copy of the deed to the property.

- (B) Legal description of the property.
- (C) Complete written description of the activity proposed as a home occupation.
- (D) Copy of Polk County Property Appraiser's map showing subject property and all surrounding properties within a 100-foot radius of subject property's boundaries.
- (E) Certified survey of subject property (at Chief Building Official's discretion).
- (F) Signatures of all property owners within 100 feet on a petition indicating no objection to the home occupation.

The Chief Building Official may refer the matter to the Planning Board for approval if signatures from all property owners within 100 feet of the subject property cannot be obtained, or for any other reason that may justify such referral. Home occupation approvals shall be handled through the same process as a zoning district change or special exception approval.

[RESERVED]

