

**PLANNING AND ZONING BOARD
MINUTES
CITY COMMISSION CHAMBERS
THURSDAY, DECEMBER 9, 2021
6:00 P.M.**

Chair Fountain called the Planning and Zoning Board to order at 6:05 p.m. in the City Hall Chambers located at 120 E. Pomelo Street, Lake Alfred, Florida.

Chair Fountain provided the invocation and the Pledge of Allegiance.

Board Members in Attendance: Chair Ike Fountain, Board Member Herb Nigg, Board Member Loretta Vittorio, Board Member Wanda Daley, Board Member Joseph Hults, Alternate Board Member Brandon Davis, and Alternate Board Member Cathy Long. A quorum was present.

Board Member Absent: Vice-Chair Brenda Arnold and Board Member Charles Lake were absent.

Staff: Community Development Director Ameen Bailey, Assistant City Attorney Seth Claytor, City Planner Erika Tulloch, and City Clerk Linda Bourgeois.

Chair Fountain presented the minutes from the November 16, 2021, Planning and Zoning Board meeting for approval.

Board Member Daley made a motion to approve the November 16, 2021 meeting minutes. The motion was seconded by **Board Member Nigg**. The motion was unanimously approved.

1. Collier Variance

Assistant City Attorney Claytor read the general meeting procedures into the record and performed the testimonial oath to the members of the city staff and audience.

Community Development Director Bailey read the criteria for a variance into the record and defined the intent.

Applicant:	George and Judith Collier
Request:	A request for a variance to the location and other requirements for an accessory building; to construct an additional detached garage in front of the primary structure.

Property Information

Address:	800 W. Cummings Street
Parcel ID:	262731-000000-022020
Land Use:	Residential (RES) Future Land Use (FLU) district
Zoning:	Vintage Residential Neighborhood (VRN)
Variance from Section:	§ Section 3.8 of the Unified Land Development Code (ULDC) for Accessory Uses and Structures.

The applicant requested the construction of an additional detached garage in front of the primary

residential structure. The Planning and Building Departments reviewed the application and determined that the applicant's request would require a variance. Therefore, the applicant is requesting a variance to the location and other requirements for an accessory building.

Community Development Director Bailey reviewed the applicable ULDC provisions and the irregular-shaped lot. She shared there were no comments from the mailers, showed photos of the property and the existing structures, and spoke about the special conditions and circumstances that were unique to this parcel of land.

Community Development Director Bailey said staff has evaluated the variance request and recommends approval of the variance based on the standards with the following conditions:

1. That the applicant shall be permitted to construct a detached garage in front of the primary residential structure.
2. The detached garage shall be set back a minimum of ten (10) feet from any property line.
3. The variance shall only apply to the detached garage at 800 W Cummings Street.
4. The detached garage shall meet all other requirements of the Lake Alfred Unified Land Development Code.
5. That the approval of this variance request shall not constitute a variance or additional waiver from any applicable development regulation unless specifically noted in the conditions of approval and consistent with the ULDC.
6. The applicant shall apply for, receive and finalize all necessary City of Lake Alfred building permits for this detached garage by December 9, 2022, or this approval shall be void.

Chair Fountain opened the public hearing and seeing no one, he closed the public hearing.

Board Member Vittorio asked if the proposed garage would have the same architectural elements as the existing garage and the Community Development Director said it would have the same look and feel as the residential structure.

Board Member Hults asked about the existing garage having two doors and Community Development Director explained the garage was one building and not two separate buildings.

A brief discussion ensued regarding this parcel being a secluded lot, and the driveway is 850 feet from the primary road.

Board Member Vittorio moved to grant the variance request as presented, with staff conditions of approval, after hearing competent substantial evidence that meets all the variance criteria as set forth; and I hereby authorize the Chairman to sign a Development Order to be recorded in Polk County Public Records. The motion was seconded by **Board Member Hults**. The motion was unanimously approved.

Chair Fountain presented the next business item for discussion and consideration.

Community Development Director Bailey reviewed the 2022 schedule for the development hearings and meeting schedule.

Board Member Nigg moved to approve the 2022 development hearing and meeting schedule as presented. The motion was seconded by **Board Member Vittorio**. The motion was unanimously approved.

Community Development Director Bailey presented Board Member Hults with a token of appreciation for all his years of service on multiple boards to the City of Lake Alfred. She concluded by saying "thank you for your service".

Board Member Hults said he did not have an exact date yet for the sale of his house and the offer had been accepted on a house in Vancouver, Washington. He said he has decided again to retire. He said he served 25 years in the military, 23 for a corporation in Florida, and then opened his own business. He said when he moved to Lake Alfred, the city was looking at its first big development with many challenges. He said mistakes were made and mistakes were corrected. We have learned a lot and we have moved in the right direction within the past ten years. He concluded by saying he appreciated all of what everyone had done.

The next Planning and Zoning Board meeting will be held on January 13, 2022.

Without any further business, the Planning and Zoning Board meeting was adjourned at 6:33 p.m.

Respectfully submitted,



Linda Bourgeois, BAS, MMC,
City Clerk