

**MINUTES  
PLANNING BOARD MEETING  
WEDNESDAY, August 19, 2015  
6:00PM  
CITY HALL**

**CALL TO ORDER: Chair 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, Joe Hults, Alternate Matthew Noone, Administrative Assistant Mamie Drane, and Community Development Director Valerie Ferrell.

**Chair Roach** welcomed new **Alternate Member Matthew Noone** to the Planning Board.

**TRAINING SESSION**

**Community Development Director Valerie Ferrell** announced that the training secession is a recording of National Planning Association National Conference topic entitled *Legal Framework for Planning Board*.

**REGULAR MEETING BUSINESS ITEMS**

**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**

**VICE CHAIR SPOKONY** Made a motion to approve the Planning Board Meeting minutes for the June 17, 2015 regular meeting: seconded by **BOARD MEMBER Hults** motion was approved by unanimous voice call vote.

**Chair Roach** asked if the Public Hearing had been advertised Community Development Director Ferrell stated that it had been publicly advertised.

**1) PUBLIC HEARING: CONSIDER MAKING RECOMMENDATION TO THE CITY COMMISSION CONCERNING THE DEVELOPMENT AGREEMENT AMENDMENT WITH JACK BERRY INC FOR BELMONT RANCH ESTATES, SPECIFICALLY PROVIDING AN EXTENSION OF THE DEVELOPMENT AGREEMENT FOR AN ADDITIONAL FIVE (5) YEARS, TO EXPIRE IN THE YEAR 2020.**

**Community Development Director Ferrell** introduced the business item. She explained that Belmont Ranch Estates project was first approved in 2005 and followed with a preliminary plat, construction plans and permits and all were approved. As part of the development agreement there were pre-paid impact fees for 350 units in phase one, the fees are still held by the city in reserve. Due to the market decline the owners decided to hold off on the project. The property is still being used as a grove.

**Tom Floyd Vice President and General Counsel** for Jack Berry Inc stood for questions from the Planning Board.

**Board Member Noone** asked if a comprehensive plan was in place for the next five and if the five year extension is granted what the owners perceive happening within those five years, do you have a projection on what will be done. Mr. Floyd replied they would like to move forward but it all depends on the market.

After brief discussion, **Board Member Hults** made a motion to forward the proposed Development Agreement amendment with Jack M. Berry Inc. to the City Commission with a recommendation of approval as presented. **Board Member Spokony** seconded the motion 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>
<b>ALT BOARD MEMBER NOONE</b>	<b>AYE</b>

(Voting as full member in absence of Bette Biggar)

**2) PUBLIC HEARING: CONSIDER MAKING RECOMMENDATION TO THE CITY COMMISSION CONCERNING THE DEVELOPMENT AGREEMENT AMENDMENT FOR THE LAKES II, SPECIFICALLY ADDRESSING CLUSTER SUBDIVISION REQUIREMENTS AND DEDICATION OF OPEN SPACE.**

**Community Development Director Ferrell** introduced the next business item stating The Lakes of Lake Alfred was first approved in concept in 2004. The total development encompassed 8 individual tracts totaling about 589 homes. Tracts 1-3 have been successfully platted and almost completely developed. Prior to foreclosure proceedings, Tract 4a was platted and infrastructure was partially complete in January 2007. The Planning Board and City Commission acknowledged that a new owner wished to proceed with the future Tracts 4, 5, 6 and 7 as a separate development project. Therefore, both Planning Board and City Commission approved a Development Agreement for this half of The Lakes, now referred to as The Lakes II. Due to market conditions, the new owner, WM SUB LA, LLC, is requesting to plat an additional 13 lots, referred to as Tract 4A. During this review process, it was noted that some items were not adequately addressed in The Lakes II Development Agreement. The amendment proposes the following:

- Tracts 4 and 4A will develop within the parameters of the R-1A for cluster zoning maximum density of 4.2 units per acre, and future Tracts 5 and 6 will develop within the parameters of R-1AA for cluster zoning with a maximum density of 3.6 units per acre, all in accordance with the City’s Comprehensive Plan and the Unified Land Development Code.
- Owner will dedicate open space pursuant to cluster subdivision regulations. The open space tract is approximately 11 acres on the east side of the canal between Lakes Haines and Rochelle. The property is mostly wetlands and will be dedicated to the City prior to any issuance of Certificates of Occupancy in Tracts 5 or 6.
- Owner will grant access to the City via easement to the lift station on Tract 7. Transfer ownership of lift station to City to occur prior to any issuance of Certificates of Occupancy in Tracts 5 or 6.
- Owner will complete construction according to approved plans for Tract 4 and Tract 4A. The owner has secured its obligations for the improvements by posting a Subdivision Bond

**Board Member Hults** wanted to disclose that he currently resides in The Lakes I. He is currently on the Board of Directors for The Lakes I Homeowners Association. He has visited the property at The Lakes II before houses were built and has visited friends living in The Lakes II.

**Board Member Abdul-Hameed** also wanted to go on record that she lives in The Lakes I and has visited The Lakes II.

There was brief discussion regarding the eleven acres of open space and what is required before the City can take possession of it.

**Chair Roach** opened the public hearing.

**Mr. Chris Forbes**, representing the owner of Walton Development and Management WM Sub LLC and **Mr. Daniel Kovacs**, Consulting Engineer, with ECON, stood to accept questions from the Planning Board.

There was discussion regarding ownership of the property and if there were any plans for development in the near future.

**Mr. Forbes** stated the Development Agreement Amendment was prepared at the request of the City so that WM Sub LA could proceed with the final plat for Tract 4A, The Lakes II which will be considered later this evening.

**Board Member Hults** inquired if Mr. Forbes could clarify that the legal description and sketch included in Exhibit 'A' of the Development Agreement Amendment was a sketch of the property owned by his company and correct to the best of his knowledge.

**Mr. Forbes** stated that the property indicated in all Exhibits is owned by his company. He also elaborated that Parcels A, B and C as noted in Exhibit 'A' are the subject of this proposal.

**Chair Roach** closed the public hearing

**Board Member Schelfo** made a motion to forward the proposed development agreement amendment with WM SUB LA, LLC to the city commission with a recommendation of approval as presented. **Board Member Hults** seconded the motion 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>
<b>ALT BOARD MEMBER NOONE</b>	<b>AYE</b>

(Voting as full member in absence of Bette Biggar)

**3) PUBLIC HEARING: CONSIDER MAKING RECOMMENDATION TO THE CITY COMMISSION CONCERNING THE LAKES II, TRACT 4A FINAL SUBDIVISION PLAT. THE LAKES II, TRACT 4A IS GENERALLY LOCATED NORTHEAST OF MACKAY BOULEVARD AND EAST OF GLENCRUITEN AVENUE IN LAKE ALFRED, FLORIDA. THE PROPOSED PLAT IS APPROXIMATELY FOUR (4) ACRES, AND PROPOSES A MAXIMUM OF THIRTEEN (13) SINGLE FAMILY RESIDENTIAL UNITS WITH AN ESTIMATED BUILDOUT POPULATION OF THIRTY-TWO (32) PERSONS AND MAXIMUM BUILDING HEIGHT SHALL NOT EXCEED THIRTY-FIVE (35) FEET.**

**Community Development Director Ferrell** introduced the business item stating it relates to the final plat of The Lakes II Tract 4A. This is a proposed four-acre plat to include 13 lots to add to the existing platted lots in Tract 4. Also she noted a reference should be added on the first page of the plat to state that all stormwater easements and infrastructure are dedicated to the The Lakes II Homeowners Association. The roads and utilities easements will be dedicated to the City. The owner has submitted a subdivision bond to secure the incomplete infrastructure items to satisfy the City's requirements.

**Chair Roach** opened the public hearing.

**Mr. Chris Forbes**, representing the owner of Walton Development and Management WM Sub LLC and **Mr. Daniel Kovacs**, Consulting Engineer, with ECON, stood to accept questions from the Planning Board.

There was some discussion regarding the transition of ownership of the subdivision.

**Chair Roach** closed the public hearing

**Vice Chair Spokony** made a motion to forward the proposed final plat for The Lakes II, Tract 4A to the City Commission with a recommendation of approval. The motion was seconded by **Board Member Hults**, and 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>
<b>ALT BOARD MEMBER NOONE</b>	<b>AYE</b>

(Voting as full member in absence of Bette Biggar)

**Community Development Director Ferrell** announced the public hearing will be presented to the City Commissioners at the September 23<sup>rd</sup> meeting at 7:30PM.

**Vice Chair Spokony** made a motion to adjourn the meeting **Board Member Hults** seconded and the meeting was adjourned at 8:05 PM.