

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



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**Community Development**

Building | Code Enforcement | Planning | Zoning

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**PLANNING AND ZONING BOARD  
AGENDA**

**CITY COMMISSION CHAMBERS  
SEPTEMBER 15, 2022  
6:00 P.M.**

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**Call to Order**

**Invocation and Pledge of Allegiance**

**Roll Call:** Linda Bourgeois, City Clerk

**Approval of Minutes:** July 14, 2022

**Business Items:**

1. Comp Plan Amendment – 5-Year Capital Improvement Element.
2. ~~Comp Plan Amendment – Definitions, Capital Improvement Infrastructure, Conservation, Intergovernmental Coordination Elements.~~

**Public Comments:**

**Board Member Comments:**

**Next Meeting:**

- Regular Meeting: October 13, 2022

**Adjourn:**

**PLANNING AND ZONING BOARD  
MINUTES  
CITY COMMISSION CHAMBERS  
THURSDAY, JULY 14, 2022  
6:00 P.M.**

**Vice-Chair Arnold** called the Planning and Zoning Board to order at 6:00 p.m. in the City Hall Chambers located at 120 E. Pomelo Street, Lake Alfred, Florida.

**Board Member Nigg** provided the invocation followed by the Pledge of Allegiance.

**Board Members in Attendance:** Vice-Chair Brenda Arnold, Board Member Herb Nigg, Board Member Wanda Daley (Teams), Board Member Charles Lake, Alternate Board Member Cathy Long and Alternate Board Member John Reinert. A quorum was present.

**Board Members Absent:** Chair Ike Fountain, Board Member Scott Gearhart, and Board Member Loretta Vittorio.

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

**Vice-Chair Arnold** presented the minutes from May 12, 2022, Planning and Zoning Board meeting for approval. (There was not a meeting in June)

**Board Member Lake** made a motion to approve the May 12, 2022 meeting minutes. The motion was seconded by **Alternate Board Member Reinert**. The motion was unanimously approved.

**Community Development Director Bailey** welcomed the new Alternate Board Member John Reinert.

- |   |            |
|---|------------|
| 1. Scott Gearhart (Full Member) replaced Joseph Hults     | 12/31/2024 |
| 2. John Reinert (Alternate Member) replaced Brandon Davis | 12/31/2023 |

**John Reinert** introduced himself and said he moved here at the end of October and purchased a home on Illakee Avenue. He said he was an electrician for 22 years and this is where he is going to live and stay.

**Scott Gearhart** was out of town and had requested to be excused from the meeting.

**City Attorney Claytor** read the general procedures into the record. He performed the swearing-in ceremony for all staff providing testimony.

There were no members of the public in attendance for any testimony or public hearings.

**Vice-Chair Arnold** presented the next two business items for consideration.

- 2.) Polk Training Center Future Land Use
- 3.) Polk Training Center Zoning Assignment

Applicants: A request by the Polk Training Center Inc.

Requests: Future Land Use Assignments- approximately 9.77± Urban

Residential. Zoning District Assignments – approximately 9.77±  
Residential Neighborhood 2 (RN-2)

Location: The subject property is located at 111 and 185 Creek Road. Parcel 262729000000013010, 262729000000013070, further described as north of Evenhouse Road, east of Highway 557, and south of Creek Road.

Site: 9.77± ac

**City Planner Erika Tulloch** presented. These items were previously heard by the Planning and Zoning Board and are being presented again as there was an error in the property description. This property was annexed into the City on December 6, 2021, by Ordinance 1470-21. On this basis, on July 11, 2022, the Polk Training Center was annexed into the City on July 11, 2022, by Ordinance 1487-22. The subject property is located at 111 and 185 Creek Road. There were twenty-three mailers sent with no responses. The Planning and Zoning Board recommended approval at our March 10, 2022 meeting.

A condensed version of the original presentation was provided by City Planner Tulloch at the request of the Planning and Zoning Board.

The applicant is requesting the Future Land Use classification of Urban Residential for the 9.77± acres. In the County, the future land use classification was Agricultural/ Residential Rural (A/RR).

The applicant is requesting the zoning district of Residential Neighborhood 2 (RN-2) for the 9.77± acres. In the County, there are no zoning designations, thus the future land use classification was Agricultural/ Residential Rural (A/RR).

She said staff has reviewed the applications and found that the requests are consistent with the surrounding uses, the Future Land Use Element of the Comprehensive Plan, and the Unified Land Development Code (ULDC). The transition from Agricultural/Residential Rural (A/RR) to Urban residential is consistent with other sites surrounding the subject properties. Therefore, the staff recommends approval of the request to assign the future land use classifications of Urban Residential and the request to assign the zoning districts of Residential Neighborhood 2 (RN-2).

**Board Member Lake** commented on the changes in the Polk Training Center within the past five years and said he was in favor of approval.

There were no audience members for the public hearing.

**Alternate Board Member Reinert** made a motion for the Planning and Zoning Board to forward the request to assign the future land use of Urban Residential on the property totaling approximately 9.77± acres to the City Commission with a recommendation of approval. The motion was seconded by **Vice-Chair Arnold**. The motion was unanimously approved.

There were no audience members for the public hearing.

**Board Member Lake** made a motion for the Planning and Zoning Board to forward the request to assign the zoning of Residential Neighborhood-2 (RN-2) on the property totaling approximately 9.77± acres to the City Commission with a recommendation of approval. The motion was seconded by **Vice-Chair Arnold**. The motion was unanimously approved.

**City Attorney Claytor** stated for the record that there were not any audience members in attendance.

**Vice-Chair Arnold** presented the next business items for discussion and consideration.

- 4.) Florida Gas FLU
- 5.) Florida Gas Zoning

Applicant(s): City of Lake Alfred.

Requests: Future Land Use Assignment-Public Buildings and Grounds. (PBG). Zoning District Assignments - Public Buildings and Grounds (PBG).

Location: Parcel 262729-000000-013020, further described as 0 CR 557, located at the northeast corner of the intersection of CR 557 and Evenhouse Rd.

Site: 0.09± acres.

A condensed version of the original presentation was provided by City Planner Tollouch at the request of the Planning and Zoning Board.

**City Planner Tulloch** said there were seven mailers and **Community Development Director Bailey** said they had only one response just asking about the nature of the mailers. Staff finds that the assignments are consistent with the surrounding uses, the Future Land Use Element of the Comprehensive Plan, and the Unified Land Development Code (ULDC). The transition from Agricultural/Residential Rural (A/RR) to Public Buildings and Grounds (PBG) is consistent with other sites surrounding the subject properties. Therefore, the staff recommends approval of the request to assign the future land use classification of Public Buildings and Grounds (PBG) and the request to assign the zoning district of Public Buildings and Grounds (PBG). The Planning and Zoning Board recommended approval at our January 13, 2022 meeting. This item is being brought back as a companion request to the Polk Training Center request.

There were no audience members for the public hearing.

**Board Member Lake** moved that the Planning and Zoning Board forward the request to assign the future land use of Public Buildings and Grounds (PBG) on the properties totaling ~0.09+/- acres to the City Commission with a recommendation of approval. The motion was seconded by **Board Member Nigg**. The motion was unanimously approved.

**Vice-Chair Arnold** asked if this had any impact on the nearby school and Community Development Director Bailey said no.

There were no audience members for the public hearing.

**Alternate Board Member Reinert** moved that the Planning and Zoning Board forward the request to assign the zoning district of Public Buildings and Grounds (PBG) on the properties totaling ~ 0.09+/- acres to the City Commission with a recommendation of approval. The motion was seconded by **Board Member Lake**. The motion was unanimously approved.

The next Planning and Zoning Board meeting is scheduled to be held on Thursday, August 11, 2022.

A brief discussion ensued regarding there was not a Planning and Zoning Board meeting in June.

**Community Development Director Bailey** spoke about the upcoming training opportunity in September. It is designed for people to learn about the basics of planning, planning law, public hearing procedures, transportation planning, and emerging trends.

A discussion ensued about if this training was more for planning officials and it was shared by the Community Development Director that this training was for anyone dealing with planning and she encouraged them all to attend.

Without any further business, the Planning and Zoning Board meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Linda Bourgeois, BAS, MMC,  
City Clerk

PLANNING AND ZONING BOARD  
SEPTEMBER 15, 2022

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**BUSINESS ITEM NO. 1:** Comp Plan Amendment – 5-Year Capital Improvement Element

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**ISSUE:** The Planning Board will review the proposed Comprehensive Plan Text Amendment.

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Comprehensive Plan text amendments are considered Legislative items.

The Planning and Zoning Board shall review every plan amendment and zoning request in order to make a recommendation to the City Commission based on consistency with the Comprehensive Plan, maintenance of level of service standards for public facilities and services, and neighborhood compatibility. The Planning and Zoning Board shall make a recommendation of approval, approval with conditions, or denial to the City Commission regarding the application.

In addition, amendments within the Green Swamp Area of Critical State Concern are required to issue and to render to the Department of Economic Opportunity (DEO) development orders pursuant to FAC 73C-44.002.

**Sec. 9.5.3. Legislative Review Criteria**

- A. **Consistency with comprehensive plan.**
- B. **Concurrency analysis.**
- C. **Context compatibility.**
- D. **Community needs analysis.**

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**STAFF REPORT**

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**APPLICANT:** CITY OF LAKE ALFRED

**REQUEST:** 5-YEAR CAPITAL IMPROVEMENT PLAN (CIP) UPDATE

A City-initiated request to update the 5-Year Capital Improvement Plan (CIP) in the Capital Improvements Element of the City of Lake Alfred Comprehensive Plan.

**AGENDA DATES:**

September 15, 2022	Planning Board Meeting
October 2022	City Commission-First Reading
November 2022	City Commission-Adoption

**ATTACHMENT:**

- 5-Year CIP

**OVERVIEW:**

Florida Statutes require local governments to review the 5-Year Schedule of Capital Improvements Plan (CIP). This update of the Capital Improvements Plan includes fiscal years 2022/2023 through 2026/2027. The 5-Year Schedule of Capital Improvements consists of items identified in the Capital Improvements Plan portion of the City's Operating Budget that implement specific objectives and policies contained in the Comprehensive Plan. The CIP includes significant expenses greater than \$20,000 and is planned for purchase and implementation within a five-year period.

The City's Annual Operating Budget process includes the preparation and adoption of a five-year Capital Improvements Plan (CIP). Updates to the CIP and inclusion of the Plan into the budget process allows City staff to forecast and financially plan for high-expenditure projects and purchases over the long-term. Projects included in the CIP will ultimately be added into the balanced second year budget, followed by the third year operating budget, where the project will be funded and completed.

The proposed CIP is conceptual in nature and will be included in the final budget for consideration with any changes determined by the Commission or staff due to unexpected changes in City revenue or expenditures. The draft CIP, included in the Fiscal Year 2022/2023 budget, will be presented to the City Commission at their regular meeting on September 22, 2022. Additions to the Plan include the maintenance and replacement of City's machinery and equipment, accounting and permit software; downtown streetscaping project, façade grant, redevelopment of City parks and recreation facilities in additions to and improvement of City's facilities; and extension of City's utility services.

The Proposed CIP is consistent with current funding levels and expected revenue. Projects without a dedicated funding source, or projects that are proposed to be grant funded, were delayed, but remain in the CIP. They can be advanced when funding becomes available.

This year, the City Manager also provided a 10-year Facility Plan. Due to the large-scale growth expected, there are significant implications for large-scale and long-term capital improvements and facility needs. The creation of a 10-year "Facility Plan" is designed to provide focus and clarity on the large-scale (\$250,000+), long-term (10 years) needs in addition to the regular CIP. The inclusion of the ten-year facilities plan provides another layer in the budget process and allows for a better planning and forecasting tool.

The proposed draft 10-year facilities plan is also being presented to the City Commission for consideration and approval on September 22, 2022.

#### **PROPOSED TEXT AMENDMENTS:**

- Capital Improvement Plan – Schedule of projects
- 10-Year Facility Plan

#### **STAFF RECOMMENDATION:**

Based on the analysis provided in this staff report, staff finds that the proposed Capital Improvements Plan updates are **CONSISTENT** with the Capital Improvements Element of the Lake Alfred Comprehensive Plan and recommends **APPROVAL** to the City Commission of the City-initiated text amendments to the Capital Improvements Element of the City of Lake Alfred Comprehensive Plan.



**CITY OF LAKE ALFRED**

CAPITAL IMPROVEMENTS PROGRAM (CIP)

FY 2022/2023 - FY 2026/2027

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	Funding
	1st Year	2nd Year				
	Budget	Budget				

**General Gov. / Finance / Community Development**

Replacement Vehicles	\$70,000					35k Permit
Accounting & Permit Software	\$200,000					50k Gen / \$40k Per
City Hall Building Dept Exp.			\$500,000			Impact / Permit
<b>Total:</b>	\$270,000	\$0	\$500,000	\$0	\$0	

**Police Department**

Replacement Patrol Vehicle	\$50,000	\$50,000	\$100,000	\$50,000	\$50,000	
Evidence Building			\$500,000			Public Safety Imp
<b>Total:</b>	\$50,000	\$50,000	\$600,000	\$50,000	\$50,000	

**Fire Department**

Replacement Fire Engine	\$50,000	\$550,000	\$50,000	\$50,000	\$50,000	450k GF Asg.
Replace Brush Truck			\$50,000	\$100,000		
Replacement Rescue Truck		\$50,000				
<b>Total:</b>	\$50,000	\$600,000	\$100,000	\$150,000	\$50,000	

**Community Redevelopment Agency**

Downtown Streetscaping			\$50,000	\$50,000	\$50,000	
Central Park Phase 2	\$300,000					150k CRA Asg.
Central Park Phase 3		\$250,000	\$500,000			150k CRA Asg.
Central Park Concession				\$250,000	\$500,000	
Retail Development Consultant	\$40,000					
Façade Grant	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
<b>Total:</b>	\$440,000	\$350,000	\$650,000	\$400,000	\$650,000	

**Parks and Recreation**

Assigned Reserves	\$50,000	\$50,000		\$50,000	\$50,000	
P&R Master Plan (Central)	\$400,000		\$250,000		\$500,000	\$200k FRDAP
P&R Master Plan (Rochelle)	\$50,000	\$200,000				Rec / Asg Split
P&R Master Plan (Mackay)	\$300,000			\$500,000		Rec Imp / 100k Asg
Turf Sprayer				\$30,000		Rec Imp.
Reel Mower					\$60,000	Rec Imp.
Vehicle Replacement	\$35,000	\$35,000		\$35,000		Rec Imp.
<b>Total:</b>	\$835,000	\$285,000	\$250,000	\$615,000	\$610,000	

**Facility Ops. & Maint.**

Misc Projects	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	
<b>Total:</b>	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	

**CITY OF LAKE ALFRED**

CAPITAL IMPROVEMENTS PROGRAM (CIP)

FY 2022/2023 - FY 2026/2027

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	Funding
	1st Year	2nd Year				

**Public Works**

Replacement Service Vehicles		\$35,000		\$35,000		
New Service Vehicles						
PW Barn Upgrade/Reno			\$500,000			Gen. Impact
Lightning Loader Replacement		\$175,000				Sanitation R.
Garbage Truck Replacement			\$275,000			Sanitation R.
New Sanitation Vehicles				\$300,000		
Sidewalk Projects	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	
Complete Streets Projects			\$500,000		\$500,000	
Transportation Projects						
Street Resurfacing	\$220,000	\$120,000	\$240,000	\$120,000	\$240,000	Local Gas Tax
<b>Total:</b>	\$270,000	\$380,000	\$1,565,000	\$505,000	\$790,000	

**Public Utilities**

Replacement Service Vehicles			\$35,000	\$35,000		
Rapid Infiltration Basin				\$1,000,000		
Stormwater Master Plan	\$100,000					Stormwater R.
George Rd. Sewer Force Main	\$200,000					
CR 557: Water Main Relocate		\$1,000,000				75% Impact
New Water Plant		\$5,000,000				50% SRF Grant
Wastewater Plant Upgrade	\$1,500,000					SRF
Buena Vista Master Lift Station	\$2,000,000					Sewer Imp
CR 557 Sewer Main Bypass	\$1,500,000					Sewer Imp
Rehab Clarifiers			\$60,000	\$60,000	\$60,000	
<b>Total:</b>	\$5,300,000	\$6,000,000	\$95,000	\$1,095,000	\$60,000	



Funding Reserves



External Funding



Restricted Funding

CITY OF LAKE ALFRED

Polk County, Florida

# 2030 Comprehensive Plan



## Capital Improvements Element

Updated: February 1, 2021  
(Ordinance 1439-20)

## CAPITAL IMPROVEMENTS ELEMENT

**GOAL:** IT SHALL BE A GOAL OF THE CITY OF LAKE ALFRED TO IMPROVE GOVERNMENTAL EFFICIENCY AND TO RESOLVE CONFLICTS BY ESTABLISHING EFFECTIVE COORDINATION MEASURES WITH VARIOUS GOVERNMENTAL, PUBLIC, AND PRIVATE ENTITIES.

**GOAL:** IT SHALL BE A GOAL OF THE CITY OF LAKE ALFRED TO PROVIDE PUBLIC FACILITIES IN A TIMELY AND EFFICIENT MANNER.

**OBJECTIVE 1:** MEET EXISTING AND FUTURE NEEDS FOR CAPITAL FACILITIES

THE CITY OF LAKE ALFRED WILL USE THE CAPITAL IMPROVEMENTS ELEMENT TO GUIDE THE PROVISION OF PUBLIC FACILITIES TO ACCOMMODATE FUTURE GROWTH, MEET THE CITY'S NEED FOR CAPITAL FACILITIES, AND REPLACE WORN OUT FACILITIES.

*Measurable Targets: Annual ~~update and adoption of review~~ the 5-Year CIP. ~~the number of developments approved with availability of public facilities should be 100%~~*

**Policy 1.1:** The City will ensure that proposed capital improvements projects shall be ranked and evaluated according to the following criteria:

- a. The project is needed to protect public health and safety, fulfill the City's legal obligation to provide facilities and services, achieve maximum usage of existing facilities;
- b. The project increases the efficiency of existing facilities, promotes infill development;
- c. The project represents the logical extension of facilities and services consistent with the Future Land Use Element, or is compatible with the plans of State agencies and the Southwest Florida Water Management District;
- d. Other priority criteria, as established in other elements of this Comprehensive Plan, shall be incorporated into the annual capital improvements prioritization.

- e. Capital improvement projects shall be consistent with this Comprehensive Plan, including the Future Land Use Map Series and Future Transportation Map Series, shall be demonstrated to be financially feasible, and shall be consistent with debt management practices as established in this Element.
- f. ~~;~~ number of developments approved with availability of public facilities should be 100%.

**Policy 1.2:** The City Commission shall be responsible to ensure that the City's fiscal policies are consistent with this Comprehensive Plan. Capital improvement expenditures shall not jeopardize the fiscal integrity of the City. Unless necessary for the immediate health and safety of the residents of Lake Alfred, capital improvement expenditures shall be demonstrated to have adequate funding from a reliable revenue source prior to City Commission approval for expenditure of funds.

**Policy 1.3:** The City of Lake Alfred hereby adopts, by reference, the Polk County School District's 5-Year Work Program as amended, as approved annually by the School Board, which includes school capacity sufficient to meet anticipated student demands projected by the County and municipalities and based on the adopted level of service standards for public schools. The 5-year schedule of improvements ensures the level of service standards for public schools are achieved and maintained within the 5-year period. Annual updates to the schedule shall ensure levels of service standards are achieved and maintained within each year of subsequent 5-year schedule of capital improvements. Annual updates by the School Board shall be adopted by reference as the City annually updates its CIE and CIP.

**OBJECTIVE 2: DESIGN/OPERATIONAL CRITERIA AND LEVEL OF SERVICE STANDARDS**

**THE CITY OF LAKE ALFRED WILL COORDINATE LAND USE DECISIONS WITH THE SCHEDULE OF CAPITAL IMPROVEMENTS IN A MANNER THAT MAINTAINS THE ESTABLISHED LEVEL OF SERVICE STANDARDS AND MEETS EXISTING AND FUTURE FACILITY NEEDS.**

**Policy 2.1:** As established in the various elements of the City of Lake Alfred Comprehensive Plan, the City will use the following level of service standards in reviewing the impacts of new development and redevelopment.

Facility	Level of Service
Sanitary sewer treatment	76 gallons per capita per day
Potable water treatment	130 gallons per person per day

Solid waste	8.00 pounds per person per day
Principal arterials: SIS facilities	C
Non-SIS facility	D
Minor arterials	D
Collector and local roadways	D
Recreation and open space	15-minute walk (or approximately 0.75 miles) from all new residences within the city-limit
Stormwater Management Facilities LOS for <i>existing</i> development	Designed for a 3-year, 24-hour storm event
Stormwater Management Facilities LOS for NEW development	Designed for a 25-year, 24-hour storm event

**Policy 2.2:**

Stormwater management facilities shall be designed to accommodate the 25-year, 24-hour design storm to meet the water quality and quantity standards that follow:

a. Water Quantity:

Peak post-development runoff shall not exceed peak pre-development runoff rates.

b. Water Quality:

Treatment of stormwater runoff shall be required for all development, redevelopment and, when expansion occurs, existing developed areas. The stormwater treatment system or systems can be project specific, serve sub-areas within the City or be a system to serve the entire City. Regardless of the area served and in accordance with Chapter 62-25, F.A.C., the stormwater treatment systems must provide a level of treatment for the runoff from the first one (1) inch of rainfall for projects in natural drainage basins of 100 acres or more, or as an option, for projects or project subunits in natural drainage basins of less than 100 acres, the first one-half (1/2) inch of runoff, from the design storm in accordance with Rule 16-25, F.A.C. in order to meet the receiving water quality standards of Rule 62-302, section 62-302.500, F.A.C. Stormwater discharge facilities shall be designed so as to not lower the receiving water quality or degrade the receiving water body below the minimum conditions necessary to maintain their classifications as established in Chapter 62-302, F.A.C. It is intended

that all standards in these citations are to apply to all development and redevelopment and that any exemptions or exceptions in these citations, including project size thresholds, do not apply for concurrency determinations.

Infill residential development within improved residential areas or subdivisions existing prior to the adoption of this Comprehensive Plan must ensure that its post-development stormwater runoff will not contribute pollutants which will cause the run-off from the entire improved area or subdivision to degrade receiving water bodies and their water quality as stated above.

**Policy 2.3:** The City establishes a stormwater management level of service for existing development equal to a 3-year, 24-hour storm event. Stormwater will be handled by, and contained within existing stormwater management facilities

**Policy 2.4:** No development permit will be issued if it will result in the inability of the City to maintain the Levels of Service at or above the levels established in this plan.

**Policy 2.5:** The City shall adopt the conservation standards established by SWFWMD and its SWUCA for per capita, per day consumption.

**Policy 2.6:** The City will only issue development orders and permits when the public facilities are operating at the established level of service, or will be available concurrent with the impacts of the development

**Policy 2.7:** Consistent with the Interlocal Agreement for Public School Facilities, the uniform, district-wide level-of service standards are established as a percent of permanent Florida Inventory of School Houses (FISH) capacity as determined by the Polk County School Board.

a. Magnet and School of Choice:

One hundred percent (100%) of enrollment quota as established by the School Board or court ordered agreements and as adjusted by the school board annually.

b. Other:

K-8, 6<sup>th</sup> grade centers, 9<sup>th</sup> grade centers, 6-12 are at one hundred percent (100%) of permanent DOE FISH capacity.

c. Special:

Including alternative education or special programmatic facilities will be determined by the type and use of programs for each facility.

d. Conversion Charter Schools:

The capacity is set during contract negotiations and the School Board has limited control over how many students the schools enroll.

**Policy 2.8:** The City hereby adopts by reference, the current Polk County Transportation Planning Organization Transportation Improvement Plan and the Florida Department of Transportation 5-Year Work Program into the City’s 5-Year Schedule of Capital Improvements.

**Policy 2.9:** The City hereby incorporates its Ten-Year Water Supply Facilities Work Plan as a technical support document into this Element, as required following adoption of the Southwest Florida Water Management District (SWFWMD) Regional Water Supply Plan, adopted November 2015. The adopted Ten-Year Water Supply Facilities Work Plan and all future amendments thereto, represent an update to the Lake Alfred Comprehensive Plan. In implementing this Policy, the City shall annually assess the performance and effectiveness of its Ten-Year Water Supply Plan and update the status of project development and potential funding sources, consistent with the corresponding SWFWMD Regional Water Supply Plan and the policies of this Comprehensive Plan in order to maximize the use of existing facilities and provide for future needs.

**OBJECTIVE 3:                   EQUITABLE DISTRIBUTION OF COSTS ASSOCIATED WITH NEW DEVELOPMENT**

**TO MAINTAIN THE ADOPTED LEVEL OF SERVICE STANDARD, THE CITY OF LAKE ALFRED WILL ENSURE THAT FUTURE DEVELOPMENT SHALL BEAR A PROPORTIONATE COST OF FACILITY IMPROVEMENTS NECESSITATED BY THE IMPACTS OF THE DEVELOPMENT.**

***Measurable targets:   Impact fees collected, proportionate share figure paid for by developers to fund new public facilities.***

**Policy 3.1:** The City shall continue to collect impact fees for water and sewer services. Impact fees shall be equitably allocated to the specific group(s) which will directly benefit from the capital improvement, and the assessment levied must fairly reflect the true costs of these improvements.



**Policy 3.2:** As part of the land development regulations, the City shall require, as part of land subdivision or development, the dedication of land, or payment in lieu of dedication, or some other form of exaction, to retain easements for utilities and roadways.

**Policy 3.3:** The City shall continue to apply for grants or private funds (when available) to finance municipal operations and capital improvements for the City.

**Policy 3.4:** School facility concurrency mitigation options shall be available to address the impacts of residential developments when applicable elementary, middle, or high schools to which the development is assigned or districted by the PCSB are at maximum capacity and/or exceed adopted levels of service standards. The school concurrency mitigation options shall be incorporated into the City's ordinance for concurrency management and shall be consistent with those options identified within the Polk County Interlocal Agreement for Public School Facility Planning and Chapter 163.3180, but at a minimum include donation, construction or funding of school improvements sufficient to offset the demand created by the proposed development. School facility mitigation must be reflected in the PCSB's adopted 5 Year Program of Work, or approved as an update to same. The City's annual CIE update will include this Program of Work by reference.

**OBJECTIVE 4: MANAGEMENT OF FISCAL RESOURCES CONSISTENT WITH COMPREHENSIVE PLAN**

**THE CITY OF LAKE ALFRED SHALL MANAGE ITS FISCAL RESOURCES IN A MANNER THAT ENSURES THAT NEEDED CAPITAL IMPROVEMENT FUNDING IS PROVIDED FOR PREVIOUSLY ISSUED DEVELOPMENT ORDERS AND FUTURE PERMITS FOR DEVELOPMENT AND REDEVELOPMENT.**

*Measurable Targets: Annual adoption of a capital budget, number of times levels of service were compromised to accommodate new development.*

**Policy 4.1:** The City will ensure that existing and future public and private capital facilities shall operate and provide services at the level of service established in this plan.

**Policy 4.2:** Debt service shall not exceed 24% of annually budgeted revenues.

**Policy 4.3:** The City will adopt a capital budget as part of the annual budgeting process, to reserve funding for the capital improvement needs of the City.

**Policy 4.4:** The City Commission will continue to direct the City Finance Officer, and appropriate department heads, to submit their needs and the capital needs of the City in a five-year capital improvement program format, to be presented to the Governing Body annually.

**Policy 4.5:** The City shall review, on an annual basis, the status of all public facilities. This review shall consider available and projected capacity for purposes of concurrency management, and shall assess the need for the replacement or renewal of capital facilities. Identified needs shall be prioritized, and included in the City's capital budget and/or Five-Year Schedule of Capital Improvements as appropriate. Funding sources for identified capital improvements shall also be identified. This annual review shall consider adopted policies and amendments of all other elements of this Comprehensive Plan.

**Policy 4.6:** The City shall inventory all development orders issued and that have not yet requested or been granted a certificate of occupancy. Public facility capacity shall be allocated to these developments for a period of one year, after which time they must adhere to level of service, concurrency and fair share standards established in this plan. Unless terms of the development order state otherwise, it shall be the responsibility of the City of Lake Alfred to ensure that adequate public facilities are available for such development.

**CITY OF LAKE ALFRED**

FACILITY PLAN & LARGE SCALE CAPITAL (\$250K+)

FY 2022/2023 - FY 2031/2032

2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
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**General Government (Commission, Administration, Finance, and Community Development)**

Bank Purchase Building Dept. \$1,600,000	Bank Building Renovation \$500,000								City Hall New Complex \$12,000,000
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**Police Department**

			Evidence Building \$500,000						City Hall PD Portion \$6,000,000
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**Fire Department**

								North Station \$6,000,000	New Appartus x2 \$2,000,000
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**Parks & Recreation**

Central Park Phase 2 \$700,000		Central Park Phase 3 \$750,000		Central Park Concession \$1,000,000		Lions Park Phase 1 \$2,000,000		Lions Park Phase 2 \$3,000,000	Community Center \$6,000,000
Mackay Phase 1 \$300,000			Mackay Phase 2 \$500,000			Mackay Phase 3 \$1,000,000			
Growers Acquisition \$1,000,000					Library Expansion \$1,500,000	Land Purchase 20+ acres \$2,000,000			North Complex \$10,000,000

**Public Works**

		PW Facility Upgrade \$500,000	New Garbage Truck \$300,000		Land Purchase 10+ Acres \$1,000,000		New Garbage Truck \$300,000	PW Facility \$3,000,000	
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**CITY OF LAKE ALFRED**

FACILITY PLAN & LARGE SCALE CAPITAL (\$250K+)

FY 2022/2023 - FY 2031/2032

2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
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**Public Utilities: Water**

Land Purchase 2+ Acres \$250,000	Water Plant \$5,000,000				Land Purchase 2+ acres \$250,000		Remove Water Tower \$500,000		Water Plant Replace \$7,000,000
	Water Main Relocate \$1,000,000								

**Public Utilities: Sewer**

Sewer Exp. Design \$1,500,000			Rapid Infil. Basins \$1,000,000		Sewer Plant Expansion \$25,000,000	Land Purchase 2+ acres \$300,000	Vac Truck \$500,000		North Sewer Package Plant \$10,000,000
Buena Vista Master Lift St. \$2,000,000									
CR 557 Sewer Main Bypass \$1,500,000									

**Transportation**

		Complete Streets \$500,000		Complete Streets \$500,000		Complete Streets \$500,000		Complete Streets \$500,000	
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PLANNING AND ZONING BOARD  
SEPTEMBER 15, 2022

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**BUSINESS ITEM NO. 6:** Comp Plan Amendment – Definitions, Capital Improvement Infrastructure, Conservation, Intergovernmental Coordination Elements.

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**ISSUE:** The Planning Board will review the proposed Comprehensive Plan Text Amendment.

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Comprehensive Plan text amendments are considered legislative items.

The Planning and Zoning Board shall review every plan amendment and zoning request in order to make a recommendation to the City Commission based on consistency with the Comprehensive Plan, maintenance of level of service standards for public facilities and services, and neighborhood compatibility. The Planning and Zoning Board shall make a recommendation of approval, approval with conditions, or denial to the City Commission regarding the application.

In addition, amendments within the Wetland Swamp Area of Critical State Concern are required to issue and to render to the Department of Economic Opportunity (DEO) development orders pursuant to FAC 73C-44.002.

**Sec. 9.5.3. Legislative Review Criteria**

- E. **Consistency with comprehensive plan.**
- F. **Concurrency analysis.**
- G. **Context compatibility.**
- H. **Community needs analysis.**