

City of Lake Alfred
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Lake Alfred, Florida 33850



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**AGENDA
CITY COMMISSION
MONDAY, JUNE 6, 2022
7:30 PM
CITY HALL**

Call to Order: Mayor Jack Dearmin

Invocation and Pledge of Allegiance

Roll Call: Linda Bourgeois, City Clerk

City Manager & City Attorney Announcements

Recognition of Citizens: Items that are not on the Agenda

Consent Agenda:

- 1.) City Commission Meeting Minutes for May 16, 2022
- 2.) City Commission Announcements
- 3.) Planning and Zoning Board Appointments

Agenda:

- 1.) Public Hearing: Ordinance 1473-22: Property Rights Element
- 2.) Public Hearing: Ordinance 1474-22: Waylanco Road Future Land Use
- 3.) Public Hearing: Ordinance 1475-22 Waylanco Road Zoning
- 4.) Ordinance 1481-22: Waylanco Road (2) Future Land Use
- 5.) Ordinance 1482-22: Waylanco Road (2) Zoning
- 6.) Ordinance 1483-22: Lake Mariana Pointe Future Land Use
- 7.) Ordinance 1484-22: Lake Mariana Pointe Zoning
- 8.) Resolution 08-22: The Lakes Tract 6 Final Plat Acceptance without Dedications
- 9.) Agreement: Kittelson & Associates, Inc.: Transportation Master Plan

Recognition of Citizens: Please Limit Your Comments to 5 Minutes.

Commissioner Questions and Comments:

Vice Mayor Brent Eden
Commissioner Maultsby
Commissioner Daley
Commissioner Fuller
Mayor Dearmin

Adjourn

LAKE ALFRED CITY COMMISSION
JUNE 6, 2022

Consent Agenda:

All matters listed under this item are considered to be routine, and action will be taken by one motion without discussion. If a discussion is requested by a Commissioner, that item(s) will be removed from the Consent Agenda and considered separately.

1.) City Commission Meeting Minutes for May 2, 2022

Attachments:

- Draft Minutes

Analysis: Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact City Clerk Linda Bourgeois at (863) 291-5270.

2.) City Commission Announcements

Analysis: Each of the meetings/ events scheduled below may constitute a public meeting at which two or more City Commissioners or Board Members may attend and discuss issues that may come before the City Commissioners.

DATE	MEETING/ EVENT	LOCATION	TIME
6/9	Planning and Zoning Board	City Hall	6:00 p.m.
6/14	General Employees Retirement Board	Public Works Training Facility	3:00 p.m.
6/14	Police and Fire Retirement Board	Public Works Training Facility	4:30 p.m.
6/16	Code Enforcement Special Magistrate	City Hall	3:00 p.m.
6/20	Juneteenth Holiday	City Offices Closed	N/A
6/21 (Tuesday)	City Commission Meeting	City Hall	7:30 p.m.

**LAKE ALFRED CITY COMMISSION
JUNE 6, 2022**

Consent Agenda Continued

3.) Planning and Zoning Board Appointments

Attachments:

- Applications for Scott Gearhart and John Reinert

On April 16, 2021, the Planning and Zoning Board was established by Ordinance No. 1440-20. The new Planning and Zoning Board was designated as the local planning agency per F.S. 163.3174 and reviews development applications and the Technical Review Committee recommendations at a public hearing.

The board is comprised of seven (7) regular members, and two (2) alternate members to serve for three (3) year terms. The duties of the board are to advise and make recommendations to the City Commission regarding applications or designations on property within the City, to interpret and determine the intent of provisions outlined in the code that are unclear or in conflict with other regulations, and to consider the need for revision or addition to regulations in this Code or the Comprehensive Plan and to recommend changes to the City Commission.

On December 30, 2021, Joseph Hults submitted his resignation, and on May 20, 2022, Alternate Board Member Brandon Davis submitted his resignation. The new prospective appointees have agreed to serve the remainder of the following terms:

- Scott Gearhart – Full Member replacing Joseph Hults 12/31/2024
- John Reinert – Alternate Member replacing Brandon Davis 12/31/2023

Staff Recommendation: Approval of consent agenda.

LAKE ALFRED CITY COMMISSION
JUNE 6, 2022

1.) Public Hearing: Ordinance 1473-22: Property Rights Element

Issue: The City Commission consider approval of a Comprehensive Plan Amendment to add the Property Rights Element on the second and final reading.

Attachment:

- Ordinance 1473-22
- Staff Report
- Planning and Zoning Board February 7, 2022 meeting minutes
- DEO response

Analysis: In the 2021 State Legislative session, Section 163.3177(6)(i)2, Florida Statutes (Chapter 2021-195, Laws of Florida), was amended to require local governments to adopt and include the property rights element in its comprehensive plan for any proposed plan amendment initiated after July 1, 2021.

If the comprehensive plan amendment was first considered at a local planning agency's hearing on or after July 2, 2021, then Section 163.3177(6)(i), Florida Statutes, requires the local government to also adopt the property rights element into its comprehensive plan on the date of adoption of that next proposed amendment.

On February 7, 2022, this Ordinance was approved on first reading and transmitted to the Department of Economic Opportunity. The only comment received was about the need to update the City's Water Supply Plan. CPH is already under contract to complete this plan as approved by the City Commission on October 4, 2021. There were no other objections, comments, or recommendations.

Staff Recommendation: Approve Ordinance 1473-22 on second and final reading.

**LAKE ALFRED CITY COMMISSION
JUNE 6, 2022**

- 2.) Public Hearing: Ordinance 1474-22: Waylanco Road Future Land Use Assignment**
 - 3.) Public Hearing: Ordinance 1475-22: Waylanco Road Zoning Assignment**
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Issue: The City Commission will consider approval of the request to assign Future Land Use (FLU) designations and zoning districts on the second and final reading.

Attachment:

- Ordinance 1474-22
- Ordinance 1475-22
- Staff Report
- Planning and Zoning Board February 7, 2022 meeting minutes
- DEO response

Analysis: On November 15, 2021, City Commission approved Ordinance 1467-21 annexing the Waylanco Road right-of-way and one parcel into the city limits. The staff has worked with the property owners regarding the proposed Future Land Use designations and Zoning district requests. The proposed Future Land Use designation is Heavy Commercial/Industrial and Conservation and the proposed zoning is Light Industrial (I-1) and Conservation (CN) zoning districts matching the surrounding area.

The access off Waylanco Road also provides a 1,000 ft buffer from any proposed activity on the site. The site has direct access to I-4 from CR 557 without impacting residential areas. The parcel is vacant with an existing citrus grove. The proposed use is Warehouse/Distribution, which is the only Industrial use currently allowed in the Green Swamp Area of Critical State Concern. Warehouse/Distribution is defined as establishments that store, ship, and distribute goods and materials within completely enclosed structures. The warehouse uses may provide a range of services related to the distribution of goods, such as labeling, breaking bulk, inventory control, and management, assembly, order entry and fulfillment, packaging, pick and pack, price marking and ticketing, and transportation. Uses that would generate emissions, discharge, or waste that may result in soil and/or groundwater contamination are also not permitted in the Green Swamp.

Future Land Use / Zoning	Proposed
Heavy Commercial/Industrial / Light Industrial -1	19.7 ± acres
Conservation	20.2 ± acres

On January 13, 2022, at their regular meeting, the Planning and Zoning Board unanimously voted to recommend that the City Commission approve the future land use and zoning district assignment requests. Aquifer recharge requirements (minimum 30% open space of developable land), low impact development standards, and dark sky preservation standards shall also apply.

On February 7, 2022, the City Commission approved the ordinance on first reading and the future land use and zoning amendment ordinances were transmitted to the Department of Economic Opportunity (DEO) for review. There were no objections, comments, or recommendations specific to these requests.

- 2.) Staff Recommendation:** Approve Ordinance 1474-22 on second and final reading.
- 3.) Staff Recommendation:** Approve Ordinance 1475-22 on second and final reading.

**LAKE ALFRED CITY COMMISSION
JUNE 6, 2022**

- 4.) Ordinance 1481-22: Waylanco Road (2) Future Land Use Assignment**
 - 5.) Ordinance 1482-22: Waylanco Road (2) Zoning Assignment**
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Issue: The City Commission will consider approval of the request to assign Future Land Use (FLU) designations and zoning districts on the first reading.

Attachments:

- Ordinance 1481-22
- Ordinance 1482-22
- Staff Report
- Excerpts from the Planning and Zoning meeting minutes

Analysis: On April 18, 2022, City Commission approved Ordinance 1478-22 annexing one 16.66 acres parcel on Waylanco Road into the city limits. This was the second parcel on Waylanco Road that was annexed and is part of the same development. The requests match the Future Land Use and Zoning requests as the eastern parcel on Waylanco Road. The proposed Future Land Use designation is Heavy Commercial/Industrial and Conservation and the proposed zoning is Light Industrial (I-1) and Conservation (CN) zoning districts in the Green Swamp Area of Critical State Concern.

Future Land Use / Zoning	Proposed
Heavy Commercial/Industrial / Light Industrial -1	1.59 ± acres
Conservation	15.07 ± acres

On May 12, 2022, at their regular meeting, the Planning and Zoning Board unanimously voted to recommend that the City Commission approve the future land use and zoning district assignment requests.

If approved on first reading, the future land use and zoning amendment ordinances will be transmitted to the Department of Economic Opportunity (DEO) for review. The proposed amendments would be presented for the second reading in September of 2022.

- 4.) Staff Recommendation:** Approve Ordinance 1481-22 on first reading.
- 5.) Staff Recommendation:** Approve Ordinance 1482-22 on first reading.

**LAKE ALFRED CITY COMMISSION
JUNE 6, 2022**

- 6.) Ordinance 1483-22: Lake Mariana Pointe Future Land Use Assignment**
 - 7.) Ordinance 1484-22: Lake Mariana Pointe Zoning Assignment**
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Issue: The City Commission will consider approval of the request to assign Future Land Use (FLU) designations and zoning districts on the first reading.

Attachments:

- Ordinance 1483-22
- Ordinance 1484-22
- Staff Report
- Excerpts from the Planning and Zoning meeting minutes

Analysis: On April 18, 2022, City Commission approved Ordinance 1480-22 annexing the 13.61 acres of property located off the west side of Lynchburg Rd., south of Pinewood Ln, and north of Stewart Ave. The site is currently an undeveloped waterfront property. The staff has worked with the applicant in determining the Future Land Use and Zoning designations. The proposed Future Land Use designation is Urban Residential and Conservation and the proposed zoning is Residential Neighborhood 2 (RN-2) and Conservation (CN) zoning.

Future Land Use / Zoning	Proposed
Urban Residential/ RN-2	8.2 ± acres
Conservation	5.41 ± acres

On May 12, 2022, at their regular meeting, the Planning and Zoning Board unanimously voted to recommend that the City Commission approve the future land use and zoning district assignment requests.

If approved on first reading, the future land use and zoning amendment ordinances will be transmitted to the Department of Economic Opportunity (DEO) for review. The proposed amendments would be presented for the second reading in September of 2022.

- 6.) Staff Recommendation:** Approve Ordinance 1483-22 on first reading.
- 7.) Staff Recommendation:** Approve Ordinance 1484-22 on first reading.

LAKE ALFRED CITY COMMISSION
JUNE 6, 2022

8.) Resolution 08-22: Acceptance of Tract 6, The Lakes Plat Without Dedications

Issue: The City of Lake Alfred will consider the approval of the Tract 6, The Lakes subdivision plat without dedications.

Attachments:

- Resolution 08-22 with attachments
 - Final Plat
 - Performance Bond and cost estimate
- Staff Report

Analysis: The applicant, Clayton Properties Group, LLC. has requested approval of a final plat for Tract 6, The Lakes. The ±36.5 acre subdivision is located north of Lake Rochelle and Mackay Boulevard. The City Commission approved the preliminary plat with a variance on September 23, 2021, via Resolution 16-21. The lot layout meets the general requirements of the Unified Land Development Code (ULDC) with the variances approved as part of the preliminary plat. The variances included the reduction in the right-of-way width and the wetland transition zone with wetland mitigation and the creation of a conservation area along the shores of Lake Haines.

The density is approximately 4.1 units per developable acre, which is consistent with both the zoning districts and the Future Land Use (FLU) designation. The construction plans were approved, and the City has received all State permits. The site is currently under construction.

The developers' engineer has submitted the infrastructure estimate and performance estimate for completion of the infrastructure, and the City's engineer has reviewed the estimates. The owner has provided a performance bond in the amount of 120% of the cost, or \$568,504.55 to address the remaining construction cost of the infrastructure. The City Attorney has reviewed the bond.

Staff Recommendation: Approve of Resolution 08-22

LAKE ALFRED CITY COMMISSION
JUNE 6, 2022

9.) Agreement: Master Transportation Master Plan

Issue: The City Commission will consider an agreement with Kittelson and Associates to create a transportation master plan.

Attachments:

- Transportation Master Plan Agreement
- City of Clermont continuing service agreement (“piggyback”)

Analysis: The City of Lake Alfred is proposing to have Kittelson & Associates, Inc. prepare a Master Transportation Plan to identify transportation infrastructure projects and priorities. Kittelson was the engineering firm selected by FDOT to perform the downtown lane repurposing study that was presented in 2019 so they are already familiar with a high priority transportation project for the City.

The master plan will allow for the establishment of a transportation impact fee to pay for growth related transportation projects necessary to increase and maintain levels of service on local roads. Additionally, it will provide funding that can be used as a local match to advance and/or assist in projects on County and State Roads (i.e. downtown lane repurposing).

Kittelson and Associates, Inc. was selected through competitive procurement in compliance with statutory requirements (Consultants’ Competitive Negotiation Act) by the City of Clermont in an agreement that was signed in 2020. The City of Lake Alfred’s purchasing policy allows us to piggyback off of other governmental agencies bids or agreements that were competitively procured.

The master plan will collect, review, and integrate transportation and projected growth data to identify improvements and projects to address current and future deficiencies in the transportation networks throughout the City. The Transportation Master Plan will also incorporate the work being done on the Complete Streets standards for new roads as well as the improvements that will need to be done on existing neighborhood collector roads that are experiencing increased volume as a result of growth (i.e. Mackay, Glencruiten, West Cummings, East Haines, etc.). Funding is available in unrestricted general fund reserves to fund the master plan.

Staff Recommendation: Approve agreement Kittelson & Associates, Inc. for the creation of a Transportation Master Plan in the amount of \$.