



City of Auburndale

AUBURNDALE, FLORIDA 33823

Office of the City Manager

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CITY COMMISSION MEETING
February 4, 2019 – 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Jerrod Brooks, Church at Auburndale

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 01/28/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1586 AMENDING FUTURE LAND USE MAP – T E WILLIAMS ROAD
2. ORDINANCE #1587 AMENDING OFFICIAL ZONING MAP – T E WILLIAMS ROAD
3. MEMORANDUM OF AGREEMENT FOR NORTH AUBURNDALE MASTER PLANNING AREA
4. FINAL PLAT APPROVAL – SANTO LAGO SUBDIVISION (FORMERLY LIGHTER LOG SUBDIVISION)

**City Commission Meeting
February 4, 2019**

AGENDA ITEM 1: ORDINANCE #1586 AMENDING FUTURE LAND USE MAP – T E WILLIAMS RD

AGENDA ITEM 2: ORDINANCE #1587 AMENDING OFFICIAL ZONING MAP – T E WILLIAMS RD

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a Small-Scale Future Land Use Map Amendment and an Official Zoning Map Amendment.

ATTACHMENTS:

- . Proposed Ordinance #1586 Amending Future Land Use Map – T E Williams Road
- . Proposed Ordinance #1587 Amending Official Zoning Map – T E Williams Road

ANALYSIS: The City has initiated a request for a Small-Scale Future Land Use Map Amendment and Zoning Map Amendment for the following property:

JULIANA VILLAGE SUBDIVISION

Owner/Petitioner:	City of Auburndale
Location:	319 T.E. Williams Road
Current Use:	Residential (0.15 acres)
Current Polk County Future Land Use:	Residential Suburban (RS)
Proposed City Future Land Use:	Low Density Residential
Proposed City Zoning	Single Family Residential-3 (RS-3)

In December 2018, the City of Auburndale initiated the annexation of 0.15 acres of property into the City limits located adjacent to, and part of 319 T. E. Williams Road. The City recently took deed to both, the subject property and 319 T. E. Williams Road due to code violations within the City and County.

The proposed City Future Land Use classification of **Low Density Residential** and proposed Zoning classification of **Single Family Residential-3** would be applied to that portion of the property that was within the County and annexed into the City. The proposed land use and zoning classifications are identical to those applied on the portion of the same property currently within the City limits, and applied to the adjacent properties on T. E. Williams Road.

The City plans to petition the Polk County Property Appraiser's Office to subdivide the property to create two buildable lots for donation to Habitat for Humanity.

The proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinances were approved on first reading January 28, 2019 and are being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Land Use Map Amendment and Zoning Map Amendment (7-0) – 01/08/2019

STAFF RECOMMENDATION: Approval of the Land Use Map Amendment and Zoning Map Amendment.

City Commission Meeting
February 4, 2019

**AGENDA ITEM 3: MEMORANDUM OF AGREEMENT FOR NORTH AUBURNDALE
MASTER PLANNING AREA**

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a Memorandum of Agreement with several private property owners to conduct a Master Plan for the North Auburndale Planning Area.

ATTACHMENTS:

- . Memorandum of Agreement and Map
- . Contract for Professional Planning Consulting Services
- . Joint Planning Agreement with Polk County – Exhibit C

ANALYSIS: The Joint Planning Agreement (JPA) adopted by the City and Polk County Board of County Commissioners in 2009, identifies the two north-south corridors in the City – Berkley Road to the west, and SR 559 to the east - as residential corridors. The JPA established Desired Development Patterns as a guide to maintain the residential character in these corridors (JPA Exhibit C). Along the SR 559 corridor, there remains only a handful of property owners that still own the majority of the agricultural properties with the potential of developing in the future. These properties are located in both the city limits and in unincorporated Polk County. The City has identified these property owners as Lanier Groves, Gapway Groves, and Wheeler Farms.

In August 2018, City Staff announced that the City was working towards a partnership with these property owners along SR 559 to complete a blueprint, or Master Plan, for the area. Each of the property owners suggested their desire to create a vision of improved quality of life and development for the area. The City believes that a Master Plan would improve their property values as well as positively impact the lives of current and future residents along the SR 559 corridor.

City Staff reached out to Kimley-Horn and Associates, who was already under contract with Lanier Groves, to propose completing a Master Plan for the larger area. Planners with Kimley-Horn provided a scope of services and Contract for Professional Planning Consulting Services. All parties have agreed to share in the cost to complete the Master Plan. The proposed cost of the consultant services agreement is \$30,000. The City of Auburndale will contribute one-half the cost, and the remaining half will be split among the property owners based on the total number of acres that each party owns.

City Staff is very pleased to have the support of the property owners, as their support of this initiative is vital to its success. Public support and that of the elected officials (City and County) is also crucial to the Plan. There will be several opportunities for the public to participate in review and comment before adoption of the Master Plan. Public Hearings will be advertised and City Staff has suggested one or more "Town Hall" open information type settings going forward.

There are numerous growth management issues that need to be discussed in this process. They include transportation and transit, water management, school locations, park space, location of neighborhood commercial tracks, and others.

The proposed Agreement pulling the parties together is the first step. In this first phase, the consultant will meet with the property owners and City Staff to study existing conditions and seek the various visions that the owners may have regarding development in the area. This collaboration will eventually produce a blue-print, or action plan, on how to achieve the vision identified during the meetings.

The action before the City Commission is only on the Memorandum of Agreement between the City and three property owners, and the Contract for Planning Services with Kimley-Horn and Associates.

STAFF RECOMMENDATION: Approval of the Memorandum of Agreement and the Contract for Professional Planning Services with Kimley-Horn and Associates, Inc.

**City Commission Meeting
February 4, 2019**

**AGENDA ITEM 4: FINAL PLAT APPROVAL– SANTO LAGO SUBDIVISION
(FORMERLY LIGHTER SUBDIVISION)**

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider the Final Plat for the Santo Lago Subdivision (formerly the Lighter Log Subdivision)

ATTACHMENTS:

- . Final Plat
- . Engineer’s Estimate of Completion

ANALYSIS: The City has received a request to plat the Santo Lago Subdivision located on Berkley Road near Braddock Road. The project was formerly called the Lighter Log Subdivision and received preliminary plat approval on April 17, 2017. The property is zoned Single Family Residential 1 (RS-1) and contains eight single-family lots. The development has been reviewed by all City Departments and meets all Land Development Regulations including lot size, setbacks, open space, and sidewalk requirements. The City’s consultant engineer, Chastain-Skillman has reviewed the final plat and also confirmed that the plat meets all City and State survey requirements.

All streets, sidewalks, retention and drainage areas will be dedicated and maintained by the Homeowner’s Association.

All infrastructure has been installed with the exception of connecting to the City’s offsite potable water system. To accomplish the necessary improvement, the developer’s engineer is securing various easements and has estimated the cost at \$121,759. In accordance with the City’s LDR’s, the City has received a certified check in the amount of \$146,110, or 120% of the cost of the connection in lieu of a surety bond. Approval of the Final Plat would acknowledge acceptance of the list of items to be completed (connection to potable water), timeframe and cost.

STAFF RECOMMENDATION: Approval of the Final Plat for the Santo Lago Subdivision.