

City of Auburndale

AUBURNDALE, FLORIDA 33823

Office of the City Manager

P.O. Box 186
(863) 965-5530

Email: cmo@auburndalefl.com

CITY COMMISSION MEETING
February 18, 2019 – 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Peg Roy, First Presbyterian Church

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 02/04/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. **PUBLIC HEARING** – FUTURE LAND USE AND ZONING MAP AMENDMENTS – BELL PROPERTY
2. ORDINANCE #1588 FUTURE LAND USE MAP AMENDMENT – BELL PROPERTY
3. ORDINANCE #1589 OFFICIAL ZONING MAP AMENDMENT – BELL PROPERTY
4. **PUBLIC HEARING** – FUTURE LAND USE AND ZONING MAP AMENDMENTS – HEAD PROPERTY
5. ORDINANCE #1590 FUTURE LAND USE MAP AMENDMENT – HEAD PROPERTY
6. ORDINANCE #1591 OFFICIAL ZONING MAP AMENDMENT – HEAD PROPERTY
7. **PUBLIC HEARING** – OFFICIAL ZONING MAP AMENDMENT – ENCLAVE AT LAKE ARIETTA
8. ORDINANCE #1592 OFFICIAL ZONING MAP AMENDMENT – ENCLAVE AT LAKE ARIETTA
9. PRESENTATION OF FISCAL YEAR 2017-2018 AUDIT – MIKE BRYNJULFSON
10. PRELIMINARY PLAT APPROVAL – 5 POINTS ESTATES – OLD LAKE ALFRED ROAD
11. ORDINANCE #1593 ANNEXING PROPERTY INTO CITY LIMITS – WILSON PROPERTY, GANDY ST
12. ORDINANCE #1594 ANNEXING PROPERTY INTO CITY LIMITS – JOHNSON PROPERTY, GANDY ST
13. ORDINANCE #1595 ANNEXING PROPERTY INTO CITY LIMITS – WURTZ PROPERTY, EAKER ST

Community Redevelopment Agency (CRA) Meeting to follow City Commission Meeting

Ref. F.S. 286: If an individual decides to appeal any decision made by the City Commission with respect to this meeting, a verbatim transcript may be requested. If so, the individual should make provision for a transcript to be made at the meeting. Persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk no later than five days prior to the proceeding at 968-5133.

**City Commission Meeting
February 18, 2019**

AGENDA ITEM 1: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENTS

AGENDA ITEM 2: ORDINANCE #1588 AMENDING THE FUTURE LAND USE MAP– BELL PROPERTY

AGENDA ITEM 3: ORDINANCE #1589 AMENDING THE OFFICIAL ZONING MAP – BELL PROPERTY

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on a Future Land Use Map Amendment and an Official Zoning Map Amendment.

ATTACHMENTS:

- . Notice of Public Hearing – 01/25/2019
- . Ordinance #1588 Amending the Future Land Use Map – Bell Property
- . Ordinance #1589 Amending the Official Zoning Map – Bell Property
- . Excerpt from Planning Commission Meeting – 02/05/2019

ANALYSIS: As a result of annexation, the City has received a request for a Future Land Use Map Amendment and Zoning Map Amendment on the following property:

<i>Owner/Petitioner:</i>	Elton Bell
<i>Location:</i>	US 92 and 2nd Street
<i>Current Polk County Future Land Use:</i>	Linear Commercial Corridor (LCC)
<i>Proposed Future Land Use:</i>	Commercial Corridor (CC)
<i>Proposed Zoning Classification:</i>	Commercial Highway (CH)
<i>Current use:</i>	Vacant (0.5 acres)

In January, the City annexed approximately +/- 0.5 acres into the Auburndale City Limits owned by Elton Bell. The property is located on US Hwy 92 and 2nd Street. The property is adjacent to 295 U.S. Highway 92, which is also owned by the petitioner.

The proposed City Future Land Use classification of ***Commercial Corridor (CC)*** and Zoning classification of ***Commercial Highway (CH)*** is consistent with designations applied to the owner's adjacent parcel, and properties fronting U.S. Highway 92. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale's Comprehensive Plan and Land Development Regulations.

The proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinances will be presented for second and final reading on March 4, 2019.

PLANNING COMMISSION RECOMMENDATION: Approval of the Map Amendments (7-0) 02-05-19

STAFF RECOMMENDATION: Recommend approval of the Ordinances.

**City Commission Meeting
February 18, 2019**

AGENDA ITEM 4: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENTS

AGENDA ITEM 5: ORDINANCE #1590 AMENDING THE FUTURE LAND USE MAP- HEAD PROPERTY

AGENDA ITEM 6: ORDINANCE #1591 AMENDING THE OFFICIAL ZONING MAP – HEAD PROPERTY

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on a Future Land Use Map Amendment and an Official Zoning Map Amendment.

ATTACHMENTS:

- . Notice of Public Hearing – 01/25/2019
- . Ordinance #1590 Amending the Future Land Use Map – Head Property
- . Ordinance #1591 Amending the Official Zoning Map – Head Property
- . Excerpt from Planning Commission Meeting – 02/05/2019

ANALYSIS: As a result of annexation, the City has received a request for a Future Land Use Map Amendment and Zoning Map Amendment on the following property:

Owner/Petitioner:	Theodore Head
Location:	Hwy 92 and 2nd Street
Current Polk County Future Land Use:	Linear Commercial Corridor (LCC)
Proposed Future Land Use:	Commercial Corridor (CC)
Proposed Zoning Classification:	Commercial Highway (CH)
Current use:	Vacant (0.15 acres)

In January, the City annexed approximately +/- 0.15 acres into the Auburndale City Limits owned by Theodore Head. The property is located on 405 2nd Street north of U.S. Highway 92. The vacant lot is contiguous with the property previously annexed belonging to Elton Bell. The owner is requesting the same Land Use and Zoning designations as applied to the Bell property (Ordinance #1588 & #1589).

The proposed City Future Land Use classification of **Commercial Corridor (CC)** and Zoning classification of **Commercial Highway (CH)** is consistent with designations allied to properties to the east, west, and south, including the adjacent Bell property. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale's Comprehensive Plan and Land Development Regulations.

The proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinances will be presented for second and final reading on March 4, 2019.

PLANNING COMMISSION RECOMMENDATION: Approval of the Map Amendments (7-0) 02-05-19

STAFF RECOMMENDATION: Approval of the Ordinances.

**City Commission Meeting
February 18, 2019**

AGENDA ITEM 7: PUBLIC HEARING – ZONING MAP AMENDMENT – ENCLAVE AT LAKE ARIETTA

AGENDA ITEM 8: ORDINANCE #1592 ZONING MAP AMENDMENT – ENCLAVE AT LAKE ARIETTA

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on a request to modify an existing Planned Development-Housing 1(PD-H1) Zoning Map classification.

ATTACHMENTS:

- . Notice of Public Hearing – 01/26/2019 and 01/31/2019 (Corrected)
- . Ordinance #1592 Amending the Zoning Map and Binding Site Plan – Enclave at Lake Arietta
- . Excerpt from Planning Commission Meeting – 02/05/2019

ANALYSIS: The City has received a request for a Zoning Map Amendment on the following property:

Owner/Petitioner:	Gapway Grove Corp./ Cannatelli Homes
Location:	Berkley Road and Lake Myrtle Park Road
Current Future Land Use:	Low Density Residential
Current Zoning Classification:	Planned Development-Housing 1 (PD-H1)
Proposed Zoning Classification:	Modify - Planned Development-Housing 1 (PD-H1)
Current use:	Vacant, Groves (+/- 78.77 acres)

In 2008, the vacant 78.77 acres of grove property located on Berkley Road at Lake Myrtle Park Road was rezoned from *Open Use Agriculture (OUA)* to **Planned Development –Housing -1 (PD-H1)** allowing for 96 single-family dwelling units. In May 2015, the property received approval for a modification to the Planned Development Binding Site Plan reducing the number of dwelling units to 69. The approved amendment allowed for short-term rentals on 39 single-family residential lots and 15 duplex lots.

The owner/applicant is requesting a modification to the Planned Development. Specifically, the changes would include:

1. An increase in single-family units from 39 to 41 and an increase in the number of duplexes from 15 to 25 for a total dwelling unit count of 91. Similar as the previously approved plan, the duplexes will be located at the front of the development in Phase 2, and the 41 single-family residential units will be on the interior of the site and along Lake Arietta’s shoreline to the east.
2. The 25 duplex lots are proposed to accommodate short-term rental use. This is a reduction from the previously approved 69 lots.
3. A reduction from two previously approved clubhouses to one located in the duplex section (Phase 2) of the project. The clubhouse may include related services and facilities such as a pool, gym, spa, meeting rooms, gift shop, restrooms, and administrative offices.

4. As recommended by the Planning Commission, the project will have two gates – one at the entrance to the subdivision and one at the entrance to “Phase 1”, the single-family residential community. The developer has shown two gates on the binding site plan – one at the entrance to the duplex/short-term rentals, and one at the entrance to the single-family residences.

Setbacks will be as follows: Front 25', side 7'5", rear 10', corner 20', Planned Development Perimeter 25'. The minimum lot size is 13,000 sq. ft. The project includes a boat dock and a boat ramp. The project will have a single access on Berkley Road at the stop light for the Lake Myrtle Sports Park.

As with the previous approved binding site plans, 7.48 acres fronting Berkley Road is being reserved for future development. The 7.48 acres will maintain a Future Land Use designation of *Residential Low* and Zoning designation of *Planned Development Housing-1* consistent with the balance of the property. Any development of this property will require an amendment to the Zoning Map and Public Hearings before the Planning Commission and City Commission.

The requested modification to the *Planned Development-Housing 1* Zoning classification is consistent with the City's Land Development Regulations, and existing development patterns in the area.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinance will be presented for second and final reading on March 4, 2019.

PLANNING COMMISSION RECOMMENDATION: Approval of the modification to the *Planned Development Housing 1*. However, the Planning Commission recommends two gates, one at the entrance to the subdivision and one at the entrance to the residential community. (7-0) – 02/05/2019

STAFF RECOMMENDATION: Approval of the Ordinance amending the Planned Development Zoning and Binding Site Plan.

City Commission Meeting
February 18, 2019

AGENDA ITEM 9: PRESENTATION OF FISCAL YEAR 2017-2018 AUDIT – MIKE BRYNJULFSON

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will hear a report from the City's Auditor.

ATTACHMENTS:

General Purpose Financial Statements and Auditor's Report for the fiscal year ending September 30, 2018 including Auditor's Management Letter

ANALYSIS: Mr. Mike Brynjulfson will present the FY 2017-2018 General Purpose Financial Statements and Auditor's Report. This Report is for the City's Fiscal Year ending September 30, 2018.

The City's Finance Director, Shirley Lowrance has prepared the Management's Discussion and Analysis (MD&A) section located at the beginning of the Audit. This section allows City Staff to provide an objective and easy to read analysis of the City's financial activities. The Audit is also made available on the City's website at www.auburndalefl.com.

The Auditor's Management Letter located at the end of the Audit is where the Auditor reports any findings or concerns. City Staff is pleased that the Audit identified no significant deficiencies and is in compliance with the requirements of laws, regulations and grants.

STAFF RECOMMENDATION: Accept the Auditor's Report.

City Commission Meeting
February 18, 2019

AGENDA ITEM 10: PRELIMINARY PLAT APPROVAL – 5 POINTS ESTATES – OLD LK ALFRED RD

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a Preliminary Plat for the 5 Points Estates Subdivision.

ATTACHMENTS:

- . Preliminary Plat
- . Location Map
- . Excerpt from Planning Commission Meeting – 02/05/2019

ANALYSIS: The City has received a preliminary plat from property owner Will Carson for a 63-unit single-family dwelling development on 18.33 acres located on Old Lake Alfred Road, north of Stadium Road. The preliminary plat has been reviewed by all City Departments and meets all City Codes and Land Development Regulations.

The property is zoned General Residential-1 (RG-1) and meets or exceed all Land Development Regulations, including minimum lot size, minimum setbacks, and minimum house size. The RG-1 zoning district requires 25' front yard setbacks, 10' side yard setbacks, and 10' rear setbacks. The minimum lot size proposed will be 7,200 sq. ft. Access to the subdivision will be from Old Lake Alfred Road, a County maintained road. Five-foot sidewalks will be provided on both sides of the street. All retention areas, roads, sidewalks, and open spaces will be dedicated to and maintained by the Homeowner's Association.

Preliminary plat approval by the City Commission allows the developer to proceed with construction plan approval, construction of infrastructure and final plat approval.

PLANNING COMMISSION RECOMMENDATION: Approval of the Preliminary Plat. (7-0) – 02/05/2019

STAFF RECOMMENDATION: Recommend approval of the Preliminary Plat

**City Commission Meeting
February 18, 2019**

**AGENDA ITEM 13: ORDINANCE #1595 ANNEXING PROPERTY INTO CITY LIMITS –
WURTZ PROPERTY, EAKER ST**

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider an Ordinance annexing property into the City limits.

ATTACHMENTS:

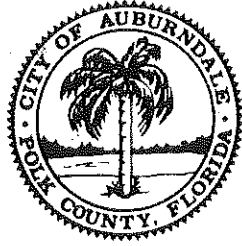
- . Petition to Annex Wurtz Property – 02/06/2019
- . Proposed Ordinance #1595 Annexing Wurtz Property into City Limits and Location Map

ANALYSIS: The City has received a petition from Betty Wurtz to annex +/- 2.42 acres of property into the City limits. The property has frontage on US Highway 92, Eaker Street, and Bridgers Avenue. The property is contiguous with existing City limits. The property currently contains several vacant buildings. Annexation will allow the property owner to redevelop the property to include self-storage, recreational vehicle storage, and a small business selling storage sheds. The annexation does not create an enclave.

The property currently has a Polk County Land Use designation of *Commercial Enclave*. Establishing a City Future Land Use and Zoning classification on the property will be considered at Public Hearings before the Planning Commission and City Commission at later dates. The action currently before the City Commission is only on the annexation of the property into the city.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinance will be presented for second and final reading on March 4, 2019.

STAFF RECOMMENDATION: Approval of the Ordinance annexing property into the City limits.



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COMMUNITY REDEVELOPMENT AGENCY MEETING

February 18, 2019 – 7:30 PM
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Jack Myers, Chair

ROLL CALL – Shirley Lowrance, City Clerk

APPROVE CRA MINUTES – Regular Meeting – 1/28/2019

ANNOUNCEMENTS – Jeff Tillman, Assistant City Manager

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. CONSIDER APPROVAL OF CRA CAPITAL IMPROVEMENTS PROGRAM

**Community Redevelopment Agency Meeting
February 18, 2019**

AGENDA ITEM 1: CONSIDER APPROVAL OF CRA CAPITAL IMPROVEMENT PROGRAM

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The CRA Board will consider approval of the revised Capital Improvements Program (CIP FY 2020-2024).

ATTACHMENTS:

Revised Capital Improvements Program (FY 2020-2024)

ANALYSIS: The Capital Improvements Program (CIP) is a long-term plan that acts as the key guiding document for the CRA Board in prioritizing redevelopment expenditures.

At the last meeting of the CRA on January 28, 2019 City Staff presented a revised draft of the Capital Improvements Program to the CRA Board for review and comment. In accordance with the CRA calendar, the revised CIP is being presented back before the Board for **final** approval. The proposed CIP includes all items presented at the January meeting and covers capital projects in FY 2020 through FY 2024.

STAFF RECOMMENDATION: Approval of the FY 2020-2024 Capital Improvements Program.