



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
October 7, 2019 – 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Jerry Smith, Berea Baptist Church

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 09/17/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. APPROVE ITEMS RELATED TO 2019 MUNICIPAL ELECTION
2. APPROVE 2020 CITY COMMISSION MEETING AND HOLIDAY SCHEDULE
3. STREET CLOSING REQUEST – HALLOWEEN HARVEST FESTIVAL
4. PRESENTATION BY THE CITRUS CONNECTION
5. **PUBLIC HEARING** – TEXT AMENDMENTS TO LAND DEVELOPMENT REGULATIONS
6. ORDINANCE #1621 TEXT AMENDMENTS TO LAND DEVELOPMENT REGULATIONS

City Commission Meeting
October 7, 2019

AGENDA ITEM 1: APPROVE ITEMS RELATED TO 2019 MUNICIPAL ELECTION

____INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider the Certificate to Qualify Candidates and other items related to the 2019 Municipal Election.

ATTACHMENTS:

- . Certificate as To Qualifying of Candidates
- . Sample Ballot

ANALYSIS: The 2017 Municipal Election will be held on Tuesday, November 5, 2019. All voting will be held at the Auburndale Civic Center 115 W Park Street from 7:00 a.m. to 7:00 p.m. A Notice of the Precinct Location will be mailed to all registered voters in the City of Auburndale. The Polk County Supervisor of Elections Office will handle absentee ballots for the election.

The City Commission (not including any commissioners on the ballot) will meet as the Canvassing Board to canvass the absentee ballots and the City Election at the Supervisor of Elections Office, 70 Florida Citrus Blvd. Winter Haven on election night. The City Commission will meet for a Special Meeting at City Hall on Thursday, November 7, 2019 at 5:30 p.m. to certify the results of the election.

In accordance with the City Code, the City Commission is requested to approve the following:

1. Approve Certificate to Qualify Candidates
2. Authorize Official Ballots to be prepared 1,525 ballots (including 25 test ballots) and 1,800 absentee ballots (Based on previous elections)
3. Authorize the necessary poll workers
4. Appoint the City Clerk to act on behalf of the Canvassing Board relative to ballot testing and other related election matters.

STAFF RECOMMENDATION: Approval of the items related to the 2019 Municipal Election.

**City Commission Meeting
October 7, 2019**

AGENDA ITEM 2: APPROVE 2020 CITY COMMISSION MEETING AND HOLIDAY SCHEDULE

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider approval of the 2020 City Commission Meeting and Holiday Schedule.

ATTACHMENTS:

2020 City Commission Meeting and Holiday Schedule

ANALYSIS: City Staff is presenting the City Commission Meeting and City Holiday Schedule for 2020. The City Commission will need to adjust meetings in January due to a National Holiday, and September due to proposed budget public hearing dates.

STAFF RECOMMENDATION: Approval of the 2020 City Commission Meeting and Holiday Schedule.

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Highlighted dates – Commission Meetings
Dates in red – City Holidays

**City Commission Meeting
October 7, 2019**

AGENDA ITEM 3: STREET CLOSING REQUEST – HALLOWEEN HARVEST FESTIVAL

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a temporary street closing for the Chamber Halloween Harvest Festival.

ATTACHMENTS:

Temporary FDOT Road Closing Permit

ANALYSIS: The City has received a request to temporarily close streets in the downtown area to accommodate the very successful Chamber of Commerce Halloween Harvest Festival on **Thursday October 24, 2019** from 5:30-8:30 P.M. This event is well attended each year and has good participation from the local merchants.

To make the event safer and more pedestrian friendly, the City and Chamber again this year requested the Florida Department of Transportation (FDOT) to permit temporary closing of State Road 559 from Stadium Road to Pontotoc Plaza. This allows detour of traffic from the downtown business area for three hours during the event.

The closing will allow the main activity related to the event to be held in a "safe zone" in the downtown business area and closed to vehicle traffic. In addition to the State Road 559 closing, the City Commission is also requested to close:

- . Pontotoc Plaza between Main Street and Lake Avenue
- . Lake Avenue between Pontotoc Plaza and Main Street
- . Polk Street between Pontotoc Plaza and Main Street
- . City Hall Plaza to accommodate vendors

STAFF RECOMMENDATION: Staff has no objections to the request and recommends approval.

**City Commission Meeting
October 7, 2019**

AGENDA ITEM 4: PRESENTATION BY CITRUS CONNECTION

 X INFORMATION ONLY

 ACTION REQUESTED

ISSUE: The City Commission will hear an update on transit activities from the Citrus Connection.

ATTACHMENTS:

None

ANALYSIS: The City has received a request from the Citrus Connection to appear before the Commission to provide an update on transit, ridership data and improvements being made to the transit system.

Erin Killebrew, Citrus Connection Director of External Affairs is scheduled to appear before the Commission.

**City Commission Meeting
October 7, 2019**

AGENDA ITEM 5: PUBLIC HEARING – AMENDMENTS TO LAND DEVELOPMENT REGULATIONS

AGENDA ITEM 6: ORDINANCE #1621 AMENDMENTS TO LAND DEVELOPMENT REGULATIONS

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission will hear and consider public comment on proposed text amendments to the City's Land Development Regulations.

ATTACHMENTS:

- . Notice of Public Hearing – September 20, 2019
- . Ordinance #1621 Amending the Land Development Regulations
- . Residential Zoning District Table and Neighborhood Park Standards
- . Planning Commission Meeting Minutes – October 1, 2019

ANALYSIS: City Staff is proposing several text amendments to various chapters of the Land Development Regulations. The suggested text amendments have stemmed from recent discussions during Planning Commission and City Commission meetings approving new subdivisions. The amendments are as follows:

CHAPTER 6. SPECIAL PROVISIONS. (Requiring Minimum Area & Width in Planned Developments)

This amendment would require all new residential Planned Developments meet the minimum standards already set up in the general zoning district standards. Lot sizes and setbacks in Planned Developments could not be established below the standards set by the City's general zoning districts. The standards below would be the minimum required of all new Planned Developments:

MINIMUM LOT REQUIREMENTS.

Single-family:

Detached:

Lot width: 60 feet.
Lot area: 7,200 sq. ft.

Semi-detached and attached dwellings:

Lot width: 80 feet.
Lot area: 8,400 sq. ft.
Lot width for attached unit: 20 feet.
Lot width for end unit: 30 feet.

Multiple family:

Lot width: 70 feet.
Lot area: 8,400 sq. ft. plus 2,000 sq. ft. for each dwelling unit in excess of 2.

MINIMUM YARD REQUIREMENTS. (Depth of front & rear yard, width of side yard)

Front: 25 feet.

Side: 7 feet

Rear: 10 feet.

MAXIMUM IMPERVIOUS SURFACE COVERAGE. 55% for all upland soils. All other soils shall remain unimproved.

CHAPTER 13. SUBDIVISION. **(Requiring Recreation and Open Space)**

This amendment proposes a minimum acreage requirement for Recreation and Open Space for all new residential projects. The minimum acreage requirement is based on the City's Recreation Level of Service Standard of 5.5 acres per 1,000 residents.

The developer shall provide at a minimum 700 SF of neighborhood park per residential unit for all new subdivisions and multi-family developments. Neighborhood Parks shall incorporate various elements of the facilities as listed in Chapter 23, Article 8, Concurrency Management Standards of the Land Development Regulations.

CHAPTER 13. SUBDIVISION. **(Requiring Subdivision Walls and Landscaping)**

This amendment proposes that all new residential subdivisions be required to have a wall and landscaped perimeter along any right of way. The following standards are already required of all new developments in the North Auburndale Planning Area:

- A. Walls and fences shall be limited to concrete, masonry, brick, stone and ornamental iron. The use of chain link, PVC, barbed and razor wire fencing is strictly prohibited.
- B. All walls and fences shall have a decorative or ornamental finish on both sides. These may include, but are not limited to, finished stucco, brick and stone treatments (real or simulated) and paint applications.
- C. Decorative columns shall be provided at systematic intervals, not to exceed a separation distance of more than twenty feet (20') on center for all fencing and walls abutting a public right-of-way or having a public visual presence, in order to break up monotonous wall planes and create visual interest.
- D. No wall or fence shall cause the collection or ponding of stormwater. Weep holes of sufficient size and design shall be installed where the foregoing condition would occur.
- E. Walls and fences shall not encroach upon any utility or right-of-way easements.
- F. Owners of property where fences or walls are constructed are required to maintain the fence or wall in good repair ensuring that it remains sightly and structurally sound. All fences and walls shall be continuous in alignment and construction.
- G. Fences and walls shall be a minimum of six feet (6') in height and a maximum of eight feet (8') in height.

- H. Landscape buffers shall be a minimum of 15' in width with a minimum of 4 canopy trees, a minimum of 3 understory trees and a minimum of 15 shrubs every 100 linear feet.
- I. Trees and other vegetative plantings may be clustered so as to accentuate articulations of the fence or wall.
- J. No more than 50% of the required plantings shall be of any one species.
- K. Unless otherwise specified in this section all landscaping standards shall meet the minimum policies of Chapter 10, Landscaping of the Land Development Regulations (LDRs).

CHAPTER 10. LANDSCAPING. (Requiring Retention/Detention Pond Landscaping)

This amendment would require a buffer to improve aesthetics of all retention and/or detention areas. These areas shall be landscaped with native species and species that adapt well to this area but are not exotic or invasive species. This policy exists in Chapter 13, Subdivisions, Policy 13.3.8.2. Landscaping. Staff is requesting this policy be incorporated into to Chapter 10, Landscaping, to be required of all new developments, not just new residential developments.

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 October 21, 2019

PLANNING COMMISSION RECOMMENDATION: Approval of the Amendments (4-0) – 10/01/2019

STAFF RECOMMENDATION: Approval of Ordinance #1621 amending the Land Development Regulations.