



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
April 17, 2023 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Curtis Johnson, New Life Praise and Worship

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 04/03/2023

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1734 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY
2. ORDINANCE #1735 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY
3. ORDINANCE #1736 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY
4. ORDINANCE #1737 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY
5. ORDINANCE #1738 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY
6. ORDINANCE #1739 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY
7. ORDINANCE #1740 AMENDING THE OFFICIAL ZONING MAP – VARIOUS GAPWAY GROVE PROPERTIES
8. **PUBLIC HEARING** – FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENT– EPCAR PROPERTIES
9. ORDINANCE #1741 AMENDING THE FUTURE LAND USE MAP – EPCAR PROPERTIES
10. ORDINANCE #1742 AMENDING THE OFFICIAL ZONING MAP – EPCAR PROPERTIES
11. **PUBLIC HEARING** – LAND DEVELOPMENT REGULATIONS TEXT AMENDMENT – DEFINITIONS
12. ORDINANCE #1743 AMENDING LAND DEVELOPMENT REGULATIONS TEXT – DEFINITIONS
13. **PUBLIC HEARING** – LAND DEVELOPMENT REGULATIONS TEXT AMENDMENT – SOLID WALLS
14. ORDINANCE #1744 AMENDING THE LAND DEVELOPMENT REGULATIONS TEXT – SOLID WALLS
15. PRELIMINARY PLAT – LAKE MATTIE PRESERVE
16. PRESENTATION OF BIDS – WATER MAIN EXTENSION PROJECTS
17. CONSIDER PURCHASE OF PROPERTY – WRIGHT PROPERTY/W. POLK STREET

Community Redevelopment Agency Meeting to follow City Commission Meeting

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 provisions 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
April 17, 2023**

- AGENDA ITEM 1: ORDINANCE #1734 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY (25272800000033040)**
- AGENDA ITEM 2: ORDINANCE #1735 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY (25272100000042180)**
- AGENDA ITEM 3: ORDINANCE #1736 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY (25272100000022010)**
- AGENDA ITEM 4: ORDINANCE #1737 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY (25272700000014180)**
- AGENDA ITEM 5: ORDINANCE #1738 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY (25273600000024000)**
- AGENDA ITEM 6: ORDINANCE #1739 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY (25280100000031010)**
- AGENDA ITEM 7: ORDINANCE #1740 AMENDING THE OFFICIAL ZONING MAP – VARIOUS GAPWAY GROVE PROPERTIES**

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider Future Land Use and Official Zoning Map Amendments for various Gapway Grove properties.

ATTACHMENTS:

- . Ordinance #1734 Amending the Future Land Use Map – Gapway Grove Property (25272800000033040)
- . Ordinance #1735 Amending the Future Land Use Map – Gapway Grove Property (25272100000042180)
- . Ordinance #1736 Amending the Future Land Use Map – Gapway Grove Property (25272100000022010)
- . Ordinance #1737 Amending the Future Land Use Map – Gapway Grove Property (25272700000014180)
- . Ordinance #1738 Amending the Future Land Use Map – Gapway Grove Property (25273600000024000)
- . Ordinance #1739 Amending the Future Land Use Map – Gapway Grove Property (25280100000031010)
- . Ordinance #1740 Amending the Official Zoning Map – Various Gapway Grove Properties

ANALYSIS: The City has received a request to establish Future Land Use and Zoning on the following properties:

Gapway Groves Property:

Owner/Petitioner:

Gapway Grove Corp.

Location:

Gapway Road and Lake Alfred Road

Current Polk County Future Land Use:

Residential Low-1 (RL-1), Residential Low-2 (RL-2) and Agricultural/Rural Residential (A/RR)

Proposed Future Land Use:

Lakes District Mixed Use (LDMU)

Proposed Zoning Classification:

Residential Neighborhood (RN) / Village Center (VC)

Current use:

Vacant (+/- 77.35 acres total)

As a result of annexation on August 1, 2022, the City has received a request from Gapway Grove Corp. for Future Land Use and Official Zoning Map Amendments on six properties in various locations totaling +/- 77.35 acres. The properties are being reviewed independently since each parcel is considered a Small-Scale Future Land Use Map Amendment per the Department of Economic Opportunity's guidance.

The properties currently have Polk County Land Use designations of Residential Low-1 (RL-1), Residential Low-2 (RL-2) and Agricultural/Rural Residential (A/RR). The owner is requesting a Future Land Use designation of **Lakes District Mixed Use (LDMU)** on all the properties. The Lakes District Mixed Use Future Land Use category provides opportunities for a mix of open space, pedestrian and bicycle connectivity, residential and mixed-use village centers, and the establishment of the Transfer of Development Rights program. The proposed Future Land Use of LDMU allows up to 6 dwelling units per acre.

The applicant is requesting Zoning classifications of **Residential Neighborhood (RN)** on +/-66.74 acres and **Village Center (VC)** on +/- 10.61 acres. The requested zoning classifications allow low to medium density residential areas and commercial with the intention to be scaled to the needs of pedestrians, with local destinations within walking distance such as centers, schools, and community parks.

The requested Future Land Use and Zoning Map Amendments are consistent with the City of Auburndale's Comprehensive Plan, Land Development Regulations, the City of Auburndale and Polk County Joint Planning Area (JPA), and The Lakes District Vision and Strategy.

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 April 3, 2023 and are being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Future Land Use of Lakes District Mixed Use (LDMU) on each parcel and Zoning classification of Residential Neighborhood (RN) and Village Center (VC) – (6-0, 08/02/2022).

STAFF RECOMMENDATION: Approval of proposed Ordinance #1734, Ordinance #1735, Ordinance #1736, Ordinance #1737, Ordinance #1738, & Ordinance #1739 amending the Future Land Use Map and proposed Ordinance #1735 amending the Official Zoning Map - Various Gapway Grove Properties.

**City Commission Meeting
April 17, 2023**

AGENDA ITEM 8: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENT – EPCAR PROPERTY

AGENDA ITEM 9: ORDINANCE #1741 AMENDING THE FUTURE LAND USE MAP – EPCAR PROPERTY

AGENDA ITEM 10: ORDINANCE #1742 AMENDING THE OFFICIAL ZONING MAP – EPCAR PROPERTY

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on Future Land Use and Zoning Map Amendments.

ATTACHMENTS:

- . Notice of Public Hearing – 03/24/2023
- . Proposed Ordinance #1741 Amending the Future Land Use Map – EPCAR Property
- . Proposed Ordinance #1742 Amending the Official Zoning Map – EPCAR Property
- . Excerpt from Planning Commission Minutes – 04/04/2023

ANALYSIS: 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>	East Polk County Assoc. of Realtors, Inc.
<i>Location:</i>	US Hwy 92 W. and Polk Pkwy.
<i>Current County Future Land Use:</i>	Linear Commercial Corridor (LCC)
<i>Proposed City Future Land Use:</i>	Commercial Corridor
<i>Proposed City Zoning:</i>	Commercial Highway (CH)
<i>Current use:</i>	Vacant (+/- 5.83 acres)

As a result of annexation, the City has received a request to amend the City of Auburndale’s Future Land Use on +/- 5.83 acres from Polk County Future Land Use of Linear Commercial Corridor (LCC) to City of Auburndale Future Land Use of Commercial Corridor and establish a Zoning classification of Commercial Highway (CH).

The amendments are consistent with the existing commercial development of the surrounding properties. The requested Future Land Use and Official 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 May 1, 2023.

PLANNING COMMISSION RECOMMENDATION: Approval of the Map amendments on the EPCAR property (5-0, 04/04/2023).

STAFF RECOMMENDATION: Approval of proposed Ordinance #1741 amending the Future Land Use Map and Ordinance #1742 amending the Official Zoning Map - EPCAR Property.

City Commission Meeting
April 17, 2023

AGENDA ITEM 11: PUBLIC HEARING – LAND DEVELOPMENT REGULATIONS TEXT AMENDMENT – DEFINITIONS

AGENDA ITEM 12: ORDINANCE #1743 AMENDING LAND DEVELOPMENT REGULATIONS TEXT – DEFINITIONS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on a proposed text amendment to the Land Development Regulations.

ATTACHMENTS:

- . Notice of Public Hearing – 03/24/2023
- . Proposed Ordinance #1743 Amending Land Development Regulations Text – Chapter 4 Definitions – Mini Warehouses
- . Excerpt from Planning Commission Minutes – 04/04/2023

ANALYSIS: In working with developers, the Land Development Regulations (LDR's) needs a description for mini warehouses/self-storage. Chapter Four (4) of the LDR's provide terms and definitions to assist with simple interpretation and technical assistance for planning. Due to growth and new requests for self-storage, definitions are needed.

The definition is recommended based on research conducted from Polk County Land Development Code and the American Planning Association, A Planners Dictionary. All development criteria, specified within the LDR's or Comprehensive Plan, will still dictate permitted or prohibited uses and standards.

Definition: Mini warehouse: A continuous building, group of buildings, with a fixed permanent location on the ground, divided into separate compartments used to meet the temporary small storage needs of businesses and residential uses. Units are accessible to the lessees through individual doors. Mini warehouses can contain covered RV's, boats, and vehicles storage. Also defined as a self-storage facility.

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 May 1, 2023.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Land Development Regulation Text Amendment (5-0, 04/04/2023).

STAFF RECOMMENDATION: Approval of proposed Ordinance #1743 amending Land Development Regulations text – Chapter 4 Definitions – Mini Warehouses.

City Commission Meeting
April 17, 2023

AGENDA ITEM 13: PUBLIC HEARING – LAND DEVELOPMENT REGULATIONS TEXT AMENDMENT – SOLID WALLS

AGENDA ITEM 14: ORDINANCE #1744 AMENDING THE LAND DEVELOPMENT REGULATIONS TEXT – SOLID WALLS

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on a proposed text amendment to the Land Development Regulations.

ATTACHMENTS:

- . Notice of Public Hearing – 03/24/2023
- . Proposed Ordinance #1744 Amending Land Development Regulations Text – Chapter 5 Zoning, Chapter 6 Special Provisions, PUDs, Cluster, Chapter 15 Special Overlay Districts – Solid Walls
- . Expert from Planning Commission Minutes – 04/04/2023

ANALYSIS: The City Commission has requested language in the Land Development Regulations to create consistent standards in development for solid walls between residential and commercial uses and subdivisions. Solid walls are currently required in some Planned Developments to separate uses and create a buffer. To encourage the same standards throughout the LDR's regarding solid walls research was conducted and the following language is proposed.

The Land Development Regulations would incorporate the use of solid walls:

- To minimize the impact of nonresidential development on any abutting residential district.
- May be required between mixed use development per the Administrative Official.
- All nonresidential uses adjoining residential shall require a solid six (6) foot masonry wall along all side and rear property lines adjoining residential districts.
- The Administrative Official may also require additional appropriate fences, walls, or vegetative screening in order to protect adjacent property in residential districts from lights, noise or undesirable views.
- All residential subdivisions along collector, urban collector and arterial roads shall require a solid masonry decorative wall, a minimum of 6 feet in height. A solid fence is required along perimeter sides and rear property lines of the subdivision.
- All Residential Planned Development subdivisions, along collector, urban collector, and arterial roads, shall require a solid masonry decorative wall, a minimum of 6 feet in height.

- Takes out options of choosing a 100-foot buffer and landscaping in lieu of a solid wall.
- In the Lakes District Master Planned Community Village Center, the Administrative Official may require along collector, urban collector, arterial roads, perimeter sides and in transition areas, solid walls, fences, or vegetative screening to assist in separation of uses if needed.
- In the Lakes District Master Planned Community Residential, neighborhoods shall have solid walls along collector, urban collector, and arterial roads. The Administrative official may require solid fences along perimeter sides and rear property lines of the subdivisions to assist in separation of uses.

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 May 1, 2023.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Land Development Regulation text amendment (5-0, 04/04/2023).

STAFF RECOMMENDATION: Approval of proposed Ordinance #1744 amending Land Development Regulations text – Chapter 5 Zoning, Chapter 6 Special Provisions, PUDs, Cluster, and Chapter 15 Special Overlay Districts – Solid Walls.

**City Commission Meeting
April 17, 2023**

AGENDA ITEM 15: PRELIMINARY PLAT – LAKE MATTIE PRESERVE

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a preliminary plat.

ATTACHMENTS:

- . Preliminary Plat – Lake Mattie Preserve
- . Excerpt from Planning Commission Minutes – 04/04/2023, 04/11/2023

ANALYSIS: The City has received a preliminary plat for Lake Mattie Preserve located on CR-559, north of Lake Mattie Road, on +/- 229.61 acres from Bryan Hunter, P.E. from Hunter Engineering, Inc., on behalf of B.L. Lanier and Associates. The property is located in the Lakes District Master Planned Community.

In July of 2022, the City Commission recommended approval of the Lakes District Master Planned Community. The new development standards are intended to establish coherent and compact interconnected districts and neighborhoods, mixed and integrated uses, provide for a range of housing options, sizes, and prices, develop a balanced transportation system that provides alternatives to driving, ensure a connected and walkable street network, and to enhance public spaces.

The property has a Future Land Use Lakes District Mixed Use (LDMU) and a Zoning classification of Residential Neighborhood (RN), which requires a mixture of various lot sizes and single-family and multi-family residential uses. The Residential Neighborhood Zoning classification allows for 6 residential units per acre. The proposed density of the development is 3.58 residential units per acre. The proposal is for 223 single-family small lots averaging smaller than 6,000 S.F. with alley access, 45 single-family standard lots of 6,001 S.F. - 8,400 S.F. with alley access, 466 single-family large lots greater than 8,400 S.F. with front access, and 90 townhome units with rear access for a total of 824 housing units.

Access will be on Lake Mattie Road and CR-559. The subdivision will also have a solid masonry six (6) foot wall along Lake Mattie Road and CR-559. All retention areas, roads, and open spaces will be dedicated to and maintained by the Homeowner’s Association. The preliminary plat has been reviewed by all City Departments and meets all City Codes and Land Development Regulations.

The Developer’s Agreement between the City and DLD Development, LLC, the developer of the Lanier properties, approved by the City Commission on March 6, 2023, allowed the City to complete the review of the preliminary plat, subdivision plan, and other construction documents. The Developer’s Agreement also reserved capacity in the City’s Sewer Collection System for 457 dwelling units to be constructed and tie into the City’s Sewer Collection System. The Developer’s Agreement between the City and DLD Development, LLC will need to be amended to allow development beyond 457 dwellings following the completion of the Regional Sewer System Evaluation currently underway.

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

PLANNING COMMISSION RECOMMENDATION: Approval of the Preliminary Plat (6-0, 04/11/2023).

STAFF RECOMMENDATION: Approval of the Preliminary Plat – Lake Mattie Preserve.

**City Commission Meeting
April 17, 2023**

AGENDA ITEM 16: PRESENTATION OF BIDS – WATER MAIN EXTENSION PROJECTS

___ INFORMATION ONLY

__X__ ACTION REQUESTED

ISSUE: The City will consider bids for construction of three (3) water main extension improvements.

ATTACHMENTS:

- . Advertisement for Bids – February 28, 2023
- . Bid Recommendation for Water Main Extension Projects from Chastain Skillman – April 12, 2023

ANALYSIS: For several years the City has planned three (3) water main extension projects to provide reliability and the necessary water pressure to accommodate growth in the North Auburndale area.

The Gapway Road Water Main Extension Project installs approximately 6,780 linear feet of 12-inch PVC (polyvinyl chloride) and 90 linear feet of 12-inch HDPE (high-density polyethylene) water main along Gapway Road to connect the Berkley Road Water Treatment Plant to CR-559 to sustain pressure and reliability in the area.

The Plymouth Road Water Main Extension Project installs approximately 3,000 linear feet of 8-inch PVC, including HDPE horizontal directional drills, and PVC open cut. Fire hydrants will also be accommodated on the proposed water main. The project will create a loop between existing water mains on Moss Road and Berkley Road for reliability in the area.

The Old Berkley Road Water Main Extension Project installs approximately 2,650 linear feet of 8-inch PVC and 830 linear feet of 8-inch HDPE water main along Old Berkley Road to loop existing water mains on C. Fred Jones Boulevard and Berkley Knight Drive for reliability in the area.

An invitation to bid was advertised in the local media and on February 28, 2023, the City Manager’s Office received the following seven (7) bids:

Combined Total for Water Main Extension Projects:

Killebrew, Inc.	\$1,490,530.00
Benchmark Construction Co., Inc.	\$1,980,295.00
OPCC	\$2,232,000.00
Accurate Drilling Systems, Inc.	\$2,291,343.13
Carr & Collier, Inc.	\$2,247,300.00
Stage Door II, Inc.	\$2,379,700.00
Metro Equipment Service, Inc.	\$3,077,340.00

The bids were reviewed by the Public Utilities Director and the City’s consulting engineer, Chastain Skillman. Killebrew, Inc. was the low bidder and they have completed various utility projects previously for the City.

The three projects are budgeted in the FY 2022/2023 Budget. Staff recommends utilizing available water impact fees for construction of the projects.

STAFF RECOMMENDATION: Award the bid to Killbrew, Inc. in the amount of \$1,490,530.00.

City Commission Meeting
April 17, 2023

AGENDA ITEM 17: CONSIDER PURCHASE OF PROPERTY – WRIGHT PROPERTY/ W. POLK STREET

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission will consider the purchase of a 1.23-acre site located on W. Polk Street.

ATTACHMENTS:

- . Agreement for Sale and Purchase of Real Property

ANALYSIS: During the January 2023 Community Redevelopment Agency meeting, the CRA provided direction to staff to make an offer to purchase the property on Polk Street that is next door to the City's tennis courts. The purchase of this property has been on the CRA's suggested project list for a number of years. As contemplated in the Purchase and Sale Agreement, the purchase of this property would be funded by the CRA, but owned by the City of Auburndale. The City Commission would be required to approve the Purchase and Sale Agreement because the City of Auburndale will ultimately be the owner.

The proposed site is +/-1.23 acres. The proposed use of the property is for pickleball courts and a possible expansion of the tennis courts, which are also listed on the CRA's suggested project list.

The contract price of the Purchase and Sale Agreement is \$390,000, which would be an expenditure of the CRA. If approved by the City Commission, the Purchase and Sale Agreement would become effective if the Community Redevelopment Agency authorizes the funding of the purchase.

STAFF RECOMMENDATION: Approval of the Agreement for Sale and Purchase of Real Property with Gracie A. Wright and authorize the City Manager to execute all closing documents.