



**MINUTES  
LOCAL PLANNING AGENCY  
MONDAY, JUNE 4, 2007  
535 PARK AVENUE  
LAKE PARK, FLORIDA**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26

**CALL TO ORDER**

**ROLL CALL:**

Chairman Jeff Blakely	Present
Vice Chairman James Dubois	Present
Jeanine Longtin	Present
Diane Munroe	Present
Todd Dry	Present
Tim Stevens, 1 <sup>st</sup> Alt.	Present
Helen Hironimus, 2 <sup>nd</sup> Alt.	Present
Town Commission Liaison Vice Mayor Ed Daly	Excused

**Approval of Agenda**

Vice Chairman Dubois made a motion to approve the agenda. Seconded by Ms. Longtin.

	Aye	Nay
Jeff Blakely	X	
James Dubois	X	
Jeanine Longtin	X	
Diane Munroe	X	
Todd Dry	X	

**Motion carried 5-0**

**Approval of Minutes**

Diane Munroe made a motion to approve the minutes of the Local Planning Agency meeting of April 2, 2007. Seconded by Mr. Dry.

	Aye	Nay
Jeff Blakely	X	
James Dubois	X	
Jeanine Longtin	X	
Diane Munroe	X	
Todd Dry	X	

**Motion carried 5-0**

27  
28  
29  
30  
31  
32  
33  
34

35 PUBLIC COMMENT: None

36  
37 REGULAR AGENDA: Preliminary Review of the Comprehensive Plan for the Town of Lake  
38 Park.

39  
40 Mr. Jerry Bell with Bell David Planning Group identified himself for the record and stated that  
41 they had been commissioned by the Town to assist in the preparation of the Evaluation and  
42 Appraisal Report based amendments to our Comprehensive Plan. Mr. Bell stated that that were  
43 going to go back and recap the EAR which was adopted by the Town last year and which is a  
44 basis for these amendments that are going to be made.

45  
46 Mr. Bell stated that the Comprehensive Plan is the most important planning document in the town  
47 and is the blueprint for our future development over the next 5, 10 and 20 years. All of our land  
48 development regulations, capital projects, any special neighborhood plans need to be in  
49 compliance with the Comprehensive Plan. The Evaluation and Appraisal Report is a requirement  
50 by the State of Florida that every municipality once every 7 years should take out the  
51 Comprehensive Plan and re-evaluate it, and make sure it address the issues of the town. Mr. Bell  
52 stated that the EAR was adopted in 2006 and found sufficient by the Florida Department of  
53 Community Affairs. Mr. Bell stated that we have 18 months to amend the Comprehensive Plan  
54 based upon that Evaluation and Appraisal Report. Marked Exhibit "A" and made a part of these  
55 minutes is the entire presentation.

56  
57 Ms. Longtin stated that there were several municipalities that had design architecture and  
58 wondered if that was something the board should look into or would Patrick look into design  
59 parameters; Mr. Sullivan stated that it was something he hoped to bring forward in the future  
60 which would be architecture standards for non-residential buildings. Mr. Sullivan clarified that  
61 the design standards would mean façades; exactly like the NBOZ standards which we have along  
62 Northlake Blvd. It was further stated that the industrial section would have there own standards.  
63 The entire board agreed that having design standards would be a positive thing for the town.

64  
65 Mr. Bell brought up mass transit and Chairman Blakely wanted to know what we would do for  
66 mass transit. Mr. Bell stated that mass transit is provided by Palm Beach County, however, they  
67 would look at town projects but projects that are funded by other agencies that provide services to  
68 the town. Mr. Todd Dry wanted to add that we address some type of transportation for the U. S.  
69 #1 corridor similar to what West Palm Beach has (trolley) that ties into City Place with Clematis  
70 Street; that we tie in the parks that we have down by the waterfront to the PADD where all the  
71 businesses are going to be concentrated as it is a good walk in 90 degree heat. Ms. Longtin stated  
72 that she thought it was a very good idea and if we had standards on U. S. #1 and make it more of a  
73 walking area, it would help. She stated that people would come down Lake Shore through the  
74 park and up Park Avenue and Ms. Munroe felt it should be extended out through the western area.  
75 Ms. Longtin stated she was referring to pavers or whatever by making it a lovely area to walk  
76 towards the shopping area. Mr. Stevens suggested that Tri-Rail be brought up to Lake Park or at  
77 least possibly a bus that connects to the schedule.

78  
79 Ms. Hironimus stated that she had been in touch with Commissioner Osterman as well as the  
80 Town Manager about Ilex Park, and said that she had been sending them ideas of what they could  
81 do to make that park better because the town is looking into putting in new sod, new sprinkler  
82 system and what else could be done at the park to improve it. Mr. Bell stated that the town should  
83 adopt of level of service standard for parks.

84 Chairman Blakely stated that he would like to see the town consider hiring a director of business  
85 development. Chairman Blakely stated since the town has such a diverse ethnic population; he  
86 thought that it would make sense to have food oriented ethnic market. Several members of the  
87 board agreed about that Park Avenue could be a row restaurant type of thing. Mr. Longtin also  
88 suggested that the town have a CRA Director.

89  
90 Ms. Longtin asked what a joint planning area was, and Mr. Bell explained it was working with one  
91 of our neighbors, for example, the City of Riviera Beach.

92  
93 Chairman Blakely stated that he wanted to address the intensity of new or redevelopment projects,  
94 and that one of the things to increase property values and bring in more professional people,  
95 younger families, and you do that by making areas more dense. Chairman Blakely stated that  
96 most of the housing here in Lake Park was built in the 50's and early 60's. Chairman Blakely also  
97 stated that it will always be a small town, but certain areas could have higher density in mixed use  
98 areas and still maintain the single family environment. Chairman Blakely stated that we should  
99 use Delray as a model and that density is not a dirty word. Chairman Blakely suggested that we  
100 should allow 5-6 stories along U. S. #1 as it is a major thoroughfare. Chairman Blakely stated that  
101 we needed to create a destination that people want to come to the Town of Lake Park.

102  
103 Diane Munroe stated that we also needed to look at easements as she has a 40 foot easement in  
104 back of her house, and Chairman Blakely said that it use to be an open drainage easement that was  
105 filled in. Ms. Munroe said that she did not have a solution but would like to hear other peoples  
106 thought about it; she stated that she did not want a walkway but would like to have it landscaped.  
107 Mr. Sullivan stated that we have a number of town owned alleyways, and then there is a drainage  
108 easement that runs down between Cypress and Date Palm; and the easement is simply an easement  
109 as the property owner is responsible for maintaining that easement. Mr. Longtin stated that she  
110 was nervous about the density issue, and Chairman Blakely said that we would use the areas that  
111 are already dedicated such as U. S. #1, Northlake Boulevard. Chairman Blakely said all the issues  
112 could be solved with money and people.

113  
114 Mr. Bell stated that they would prepare the amendments to the Comprehensive Plan, and that we  
115 would be bringing back a draft of the EAR based amendments to the board for your review and the  
116 date on that is before October 1, 2007. Then from that point, they will ask for the Planning &  
117 Zoning Board and the Commissions authorization then to transmit it to the State for their  
118 preliminary review, DCA will review it, and it will come back from the Department of  
119 Community Affairs with comments and recommendations will be made to address their  
120 comments, and will bring it back for adoption. Once it is adopted, they will update the  
121 Comprehensive Plan in accordance.

122  
123 Mr. Sullivan stated to the board that the areas Planning & Zoning will be dealing with are land  
124 use. The timeline for transmittal is by November and the adoption would be February 1, 2008.  
125 Vice Chairman Dubois asked how do we control the internal pedestrian connections within some  
126 of our larger developments that have outparcels. Mr. Sullivan said that it is done through the site  
127 plan. Mr. Sullivan stated that the Comprehensive Plan could have something in it that stated that  
128 future developments you would like to see pedestrian friendly requirement, connectivity, etc.

129  
130 **Comments from Patrick Sullivan: none**

132 Ms. Munroe made a motion to adjourn. Seconded by Vice Chairman Dubois. The motion carried  
133 5-0. The meeting was adjourned at 9:06 p.m.

134  
135 Approved: 7/10/07

  
Jeff Blakely, Chairman

136  
137  
138 Attest: Terrie Oltz

**Town of Lake Park**  
**2007 Comprehensive Plan**  
**Evaluation and Appraisal Report**  
**(EAR) – Based Amendments**



June 4, 2007 Workshop  
Prepared for the City by:  
The Corradino Group with Bell David Planning Group

## EAR- Based Amendments

- As required by Chapter 163.3191, Florida Statutes (F.S.), each local government in the State of Florida is required to adopt an Evaluation and Appraisal Report (EAR) once every seven years to assess progress in implementing their comprehensive plan. The local government is further required to adopt EAR-based amendments to the Comprehensive Plan within 18 months of the date on which the adopted EAR is found to be sufficient by the State.

# EAR-Based Amendments

- The Town of Lake Park's EAR was adopted on May 18, 2006, and found sufficient by the Florida Department of Community Affairs. The Town's EAR-based amendments will be based on the adopted EAR, changes to the State's growth management requirements, and the need to generally update the Comprehensive Plan's goals, objectives and policies.

# EAR-Based Amendments

- The nine (9) major issues addressed in the EAR are:
  - Town Police and Fire Services
  - Community Design and Architecture
  - Improved Roadways and Drainage
  - Mass Transit
  - Historic Preservation
  - Improved Parks and Recreation Facilities and Activities
  - Economic Development
  - Residential Density
  - Preservation of Small Town Character

# Comprehensive Plan Elements

- Future Land Use Element
- Traffic Circulation Element
- Housing Element
- Sanitary Sewer, Solid Waste, Drainage, Potable Water & Natural Groundwater Recharge Element
- Coastal Management Element
- Conservation Element
- Recreation & Open Space Element
- Intergovernmental Coordination Element
- Capital Improvement Element
- Educational Facilities Element (NEW)

- **Monitor and reevaluate contract with Palm Beach County on an annual basis**
- **Coordinate with the County to address public health and safety issues**
- **Increase awareness of public safety programs and services**

- **Should police and fire service remain a major focus of the EAR-based amendments?**
- **Do these recommendations reflect the Town's current vision regarding police and fire service?**

- Provide unified architectural and design standards for designated districts, particularly commercial and industrial areas
- Consider the establishment of an Architectural Review Board to implement and enforce the appearance of new, redeveloped or refurbished structures within the Town limits

- What is the Town's current vision regarding community design and architecture?
- Do these recommendations reflect the Town's current vision regarding community design and architecture?

- Establish and annually update a five year Capital Improvements Schedule in accordance with Florida Statutes
- Establish an impact fee schedule for key infrastructure and services
- Periodically evaluate the transportation network, and recommend key improvements

- What are the Town's major capital improvement needs?
- Do these recommendations address the Town's current needs for roadway and drainage improvements?

- Explore alternative sources of funding for additional transit stops and/or a local transit system
- Develop and define partnerships with the Metropolitan Planning Organization (MPO), Palm Tran, the Florida Department of Transportation and other applicable agencies or groups in order to maintain the existing mass transit options

- **What are the Town's major needs pertaining to mass transit?**
- **Do these recommendations address the Town's current transit needs?**

- Formulate a new Historic Preservation Element (or add additional goals, objectives and policies addressing historic preservation to the Future Land Use Element)
- Create policies to ensure continued preservation efforts and cooperation with the State and National Historic Register
- Consider the provision of additional guidelines and regulations prohibiting the destruction and/or modification of historically significant structures.

- **What is the Town's current vision for historic preservation?**
- **Do these recommendations address this vision?**

- **Adopt Level of Service Standard for parks**
- **Establish park impact fees**
- **Identify opportunities for acquisition**
- **Require parks and open spaces as a component of development and redevelopment**

- **What are the Town's current recreation and open space needs?**
- **Do the EAR recommendations address these needs?**

- **Develop a mixed-use designation that combines residential and non-residential components in a manner that maximizes economic benefits**
- **Establish economic development zones to retain or attract businesses**
- **Conduct market studies to attract businesses to downtown**
- **Coordinate with Palm Beach County Office of Economic Development**

- What are the Town's current economic development needs?
- Do the EAR recommendations adequately address these needs?

- Coordinate with Riviera Beach to designate Silver Beach Road as a joint planning area
- Designate mixed-use areas along with bulk and density regulations
- Modify the future land use map to provide densities and intensities that reflect the Town's current vision

- Are residential densities still a major issue in the Town?
- Do the EAR recommendations adequately address this issue?

- Encourage a more pedestrian friendly environment
- Monitor and evaluate the size and intensity of new or redevelopment projects on a case by case basis
- Encourage more community/neighborhood events or festivals

- How can the Town best preserve its existing character?
- Do the EAR recommendations adequately address this issue?

# Next Steps

- LPA review and transmittal of proposed amendments to review agencies (First reading of ordinance)
- Receive Objections, Recommendations, and Comments (ORC) Report within 60 days of transmittal
- LPA review and Commission adoption of EAR-Based Amendments within 120 days of receipt of ORC Report (Second reading of ordinance)
- Update Comprehensive Plan in accordance with the amendments