



**TOWN OF LAKE PARK PLANNING & ZONING BOARD  
 WORKSHOP MEETING AGENDA  
 FEBRUARY 3, 2014, 6:30 P.M.  
 535 PARK AVENUE, LAKE PARK, FLORIDA**

**PLEASE TAKE NOTICE AND BE ADVISED:** If any interested person desires to appeal any decision of the Planning & Zoning Board with respect to any matter considered at the Meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. *Persons with disabilities requiring accommodations in order to participate in the Meeting should contact the Town Clerk's Office by calling (561) 881-3311 at least 48 hours in advance to request accommodations.*

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

- Chair Judith Thomas
- Vice-Chair James Lloyd
- Michele Dubois
- Martin Schneider
- Erich Von Unruh
- Ludie Francois, Alternate

**APPOINTMENT OF CHAIR**

**APPOINTMENT OF VICE-CHAIR**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

- Planning & Zoning Board Meeting Minutes of December 2, 2013

**PUBLIC COMMENTS**

Any person wishing to speak on an agenda item is asked to complete a Public Comment Card located in the rear of the Commission Chambers, and provide it to the Recording Secretary. Cards must be submitted before the agenda item is discussed.

**ORDER OF BUSINESS**

**WORKSHOP DISCUSSION ITEM**

- A. THE FEDERAL HIGHWAY CORRIDOR AND OPPORTUNITIES FOR MIXED-USE DEVELOPMENT THROUGH A MIXED-USE DISTRICT OVERLAY.**

**COMMUNITY DEVELOPMENT DIRECTOR COMMENTS**

**ADJOURNMENT**



**TOWN OF LAKE PARK  
 PLANNING & ZONING BOARD  
 MEETING MINUTES  
 DECEMBER 2, 2013**

**CALL TO ORDER**

The Planning & Zoning Board Meeting was called to order by Chair Judith Thomas at 7:31 p.m. Chair Thomas welcomed the new Planning & Zoning Board Members.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Chair Judith Thomas	Present
Vice-Chair James Lloyd	Present
Michele Dubois	Excused
Martin Schneider	Present
Erich Von Unruh	Present
Ludie Francois, Alternate	Present

Also in attendance: Thomas J. Baird, Town Attorney; Nadia Di Tommaso, Community Development Director; Debbie Abraham, Town Planner, and Kimberly Rowley, Recording Secretary.

**APPROVAL OF AGENDA**

Chair Thomas requested a motion for approval of the Agenda as submitted. Board Member Lloyd made a motion for approval of the Agenda and the motion was seconded by Board Member Schneider. The vote was as follows:

	<b>Aye</b>	<b>Nay</b>
Judith Thomas	X	
James Lloyd	X	
Martin Schneider	X	
Erich Von Unruh	X	
Lucie Francois	X	

**The Motion carried 5-0 and the Agenda was unanimously approved as submitted.**

## APPROVAL OF MINUTES

Chair Thomas requested a motion for the approval of the Minutes of the September 12, 2013, Planning & Zoning Board Meeting as submitted. Vice-Chair Lloyd made a motion to approve the Minutes as submitted, and the motion was seconded by Board Member Von Unruh. The vote was as follows:

	<b>Aye</b>	<b>Nay</b>
Judith Thomas	X	
James Lloyd	X	
Martin Schneider	X	
Erich Von Unruh	X	
Lucie Francois	X	

**The Motion carried 5-0 and the Minutes of the September 12, 2013, Planning & Zoning Board Meeting were unanimously approved as submitted.**

## PUBLIC COMMENTS

Chair Thomas explained the Public Comment procedure.

## ORDER OF BUSINESS

Chair Thomas outlined the Order of Business.

## NEW BUSINESS

**A. AN APPLICATION BY H&L PLANNING AND DEVELOPMENT CONSULTANTS, AS AGENT FOR WATERFRONT SERVICES, INC., TO AMEND RESOLUTION 13-06-13 TO REVISE THE PREVIOUSLY APPROVED SITE PLAN TO RECONFIGURE THE ONSITE PARKING AND TO ELIMINATE THE CONDITION REQUIRING A CROSS ACCESS EASEMENT.**

## STAFF PRESENTATION

Debbie Abraham, Town Planner, addressed the Planning & Zoning Board and stated that she is presenting a revision to a previously approved Special Exception Application submitted by Applicant Waterfront Services Inc. Ms. Abraham stated that in June of this year, the Town Commission approved a Special Exception Application for Waterfront Services Inc. to occupy 900 10<sup>th</sup> Street as a “building supplies/retail/storage warehouse”, a use which is only permitted by Special Exception in the C-2 Zoning District. Waterfront Services, Inc. is a pool contracting company intending to utilize the Site as an office, showroom, and storage warehouse, with an outdoor storage component. Ms. Abraham stated that as a part of the original Special Exception Application, the Applicant proposed to keep the original parking layout of the Site, which included seven (7) parking spaces on both the north and south sides of the existing building. The design relied upon the use of neighboring driveways in order

to access the parking spaces, and the Town Commission approved the request for Special Exception, with a Condition requiring the Applicant to enter into Cross Access Easement Agreements with neighboring property owners to the north and the south in order to ensure adequate access onsite.

Ms. Abraham stated that as required, the Applicant pursued the Cross Access Easement Agreements however; the neighboring property owners were not willing. As a result, the Applicant is now proposing a modified Site Plan to relocate the parking spaces to the rear of the property, thereby eliminating the need for Cross Access Easement Agreements. Ms. Abraham stated that the proposed revision will require review by the Planning & Zoning Board and the Town Commission, since the proposal to remove the Cross Access Easement requirement was a material item considered as part of the original approval.

Ms. Abraham showed a visual of the modified Site Plan, and pointed out a 25', two-way drive on the north side of the Property. Ms. Abraham explained that the parking spaces have been relocated to the rear of the property where the storage was originally proposed. The modified Site Plan meets Town Code Section 78-142, which requires a total of fourteen (14) parking spaces. The Applicant is proposing four (4) customer parking spaces for the office component, one (1) of which will be handicapped accessible; two (2) parking spaces for the warehouse use; and eight (8) parking spaces for employees, resulting in a total of fourteen (14) parking spaces. The modified Site Plan proposes ten (10) employee and warehouse parking spaces within the fenced area in the rear, and four (4) customer parking spaces on the outside of the fence.

Ms. Abraham stated that Staff finds the proposed modification will provide access to the Site without the need to depend on neighboring properties and that the modified Site Plan will improve traffic circulation on-site by making it self-supportive.

#### **STAFF RECOMMENDATION**

Ms. Abraham stated that Staff is recommending the removal of the original Cross Access Easement Agreement Condition, and recommending the approval of the Special Exception Amendment with the following two (2) Conditions:

- (1) The Owner shall develop the Property consistent with the Site and Landscape Plan referenced as Sheet SP-1 prepared by Litterick Landscape Architecture, signed and sealed on November 8, 2013, and received by the Community Development Department on November 8, 2013.
- (2) The Owner shall incorporate Identification signs reading "Customer Parking" in the customer parking spaces.

## **APPLICANT PRESENTATION**

Mr. James Hackett of H&L Planning & Development Consultants addressed the Planning & Zoning Board Members and stated that since they came before the Board in June, they have spent countless hours and dollars trying to work with the neighboring property owners to obtain the required Cross Access Easement Agreements. Since they were unsuccessful, the Applicant is now proposing to relocate the existing parking spaces. Mr. Hackett stated that the driveway to the north is wide enough to use for ingress and egress to the property, and that although they will be losing storage area, the proposed modification will still work functionally.

## **PLANNING & ZONING BOARD MEMBER COMMENTS**

Board Member Schneider asked Staff about access to the alleyway located on the west side of the property once the site is fenced. Ms. DiTommaso stated that the alleyway is right-of-way for the FEC Railroad and that it will not impact the property if it is closed in with a fence and a hedge. Board Member Schneider asked Mr. Hackett if the loading zone will remain where it is currently located. Mr. Hackett stated that there will not be a lot of loading and unloading on-site since most of the materials are shipped directly to the job site, so there will not be any loading of anything large or any blocking of customer parking spaces. Board Member Schneider stated that Town Code requires pedestrian access from the customer parking to the front entrance, and asked if it would be a good idea to have striping leading from the handicap accessible space to the concrete walkway that leads to the front entrance. Ms. DiTommaso stated that striping was discussed by Staff and that certainly the Board could request that a condition be added for pavement markings for pedestrian access.

Vice-Chair Lloyd commented that it is a good thing that the new approach at the rear of the property will be improved and he believes this modification is necessary since the adjacent property owners refused the cross access easement agreement.

Board Member Von Unruh asked Staff if there is a required number of parking spaces which businesses must provide for customers. Ms. DiTommaso verified that Waterfront Services, Inc. is required to provide four (4) parking spaces for their customers. Board Member Von Unruh asked Mr. Hackett if there are any concerns that having only four (4) parking spaces might somehow impede their business. Mr. Orlando Spado, approached the Board and introduced himself as the owner of Waterfront Services, Inc., and hopefully the future owner of the property. Mr. Spado stated that they are not concerned with the number of customer parking spaces since there will not be a lot of pedestrian traffic, and that most of parking in the back will be taken up by employees or work trucks. Additionally, Mr. Spado stated that most of the on-site loading/unloading will take place around 7:30 a.m. with work vehicles loading materials for the job.

Board Member Francois had no comments.

Chair Thomas asked Staff if there will be a need for a new driveway apron with the new configuration and whether it may pose a problem for the other property owners. Ms.

DiTommaso stated there is not a need for a new driveway apron to access the property since they will be removing the parking spaces along the north side of the building which will increase the width available to the site. Mr. Hackett stated that the property to the north will be affected since they will have to access their site to come and go from their property. Chair Thomas commented about the mixture of employee parking and outdoor storage on the site and that there is no delineation. Mr. Hackett stated that the four (4) customer parking spaces will be outside of the fence. Mr. Hackett stated that the parking spaces will be delineated and clearly marked with signage. Chair Thomas stated concern that if seven (7) pieces of equipment are stored on the property, plus employee parking, that it could become a code enforcement issue after the Board approval. Mr. Spado stated that employee parking will be in the back and that six (6) of the seven (7) pieces of equipment are actually work vehicles that leave the premises at 7:00 a.m. and are in and out during the day. Mr. Spado stated that only two (2) pieces of equipment will be stored outback, and that 90% of their storage will be inside storage or stored on trailers.

Chair Thomas asked Staff if there is proposed landscaping for the rear of the property. Ms. DiTommaso stated that the initial application does not include landscaping to the rear of the property since it faces the FEC Railroad. Chair Thomas asked if a single entry will be able to accommodate vehicles and if adequate striping will be provided. Mr. Hackett stated that there is no directional signage proposed at this point and that the majority of people coming to the site will be their own employees and they will know to access the north entrance. Board Member Von Unruh asked if there was notice given to property owners to north and the south with aspect to access problems so they would have had the opportunity to come to the meeting and object. Ms. DiTommaso verified that notices were sent out to all property owners within 300' of the site. Board Member Schneider stated that it would make sense to delineate where the outdoor storage could go and make sure that there is enough back-up and turn around room and perhaps stripe out the outdoor storage area. Chair Thomas said that it could be recommended in the motion.

**PUBLIC COMMENTS ON THE APPLICATION**

Chair Thomas stated that there were no Public Comments Cards received, and therefore there were no comments from the public.

**PLANNING & ZONING BOARD RECOMMENDATION**

Upon conclusion of the discussion, Chair Thomas asked for a motion from the Board. Vice-Chair Lloyd made the motion to approve as presented. Board Member Schneider seconded the motion with a recommendation to add a Condition for the plans to be modified to include striping from the handicap space to the pedestrian pathway. Vice-Chair Lloyd amended his motion to include an additional Condition for striping from the handicap space to the pedestrian pathway. The vote was as follows:

	Aye	Nay
Judith Thomas	X	
James Lloyd	X	
Martin Schneider	X	

Erich Von Unruh	X	
Lucie Francois	X	

**The vote was 5-0 and the Motion was unanimously approved.**

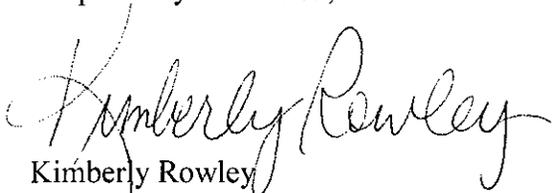
**COMMUNITY DEVELOPMENT DIRECTOR COMMENTS**

The Community Development Director welcomed the new Planning & Zoning Board Members and mentioned that the next Planning and Zoning Board Meeting will be held on January 6, 2014. The new Board Members thanked Staff and the Board for the opportunity to serve.

**ADJOURNMENT**

There being no further business before the Board, the Meeting was adjourned at 8:00 p.m. by Chair Judith Thomas.

Respectfully Submitted,



Kimberly Rowley  
 Planning & Zoning Board Recording Secretary

**PLANNING & ZONING BOARD APPROVAL:**

\_\_\_\_\_  
 Judith Thomas, Chair  
 Town of Lake Park Planning & Zoning Board

DATE:

\_\_\_\_\_



Town of Lake Park  
Community Development Department

**Nadia Di Tommaso**  
*Community Development Director*



January 27, 2014

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## MEMO

**To: Planning & Zoning Board**

**Re: Mixed-Use Development District Overlay – WORKSHOP DISCUSSION**

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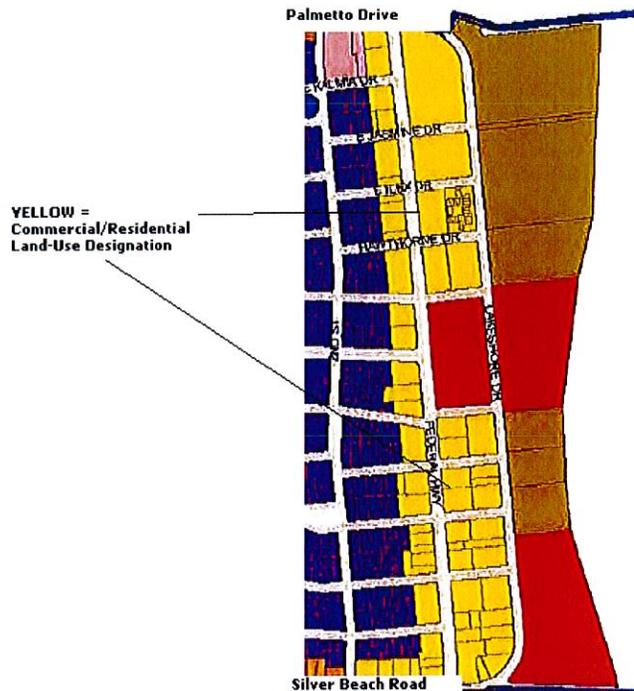
Since the 1990's, many cities, towns and villages have been incorporating mixed-use development options within their respective municipalities in order to boost their individual economies. Some benefits of mixed-use development include:

- greater housing variety
- reduced distances between housing, workplaces, retail businesses, and other amenities and destinations
- more compact development, land-use synergy (e.g. residents provide customers for retail which provide amenities for residents)
- stronger neighborhood character, sense of place
- walkable, bike-able neighborhoods, increased accessibility via transit, both resulting in reduced transportation costs

**Mixed-use development** by definition is:

“Any urban, suburban or village development, or even a single building, that blends a combination of residential, commercial, cultural, institutional, or industrial uses, where those functions are physically and functionally integrated, and that provides pedestrian connections”

This means that rather than having neighborhoods develop with residential on one side and commercial on another side, similar to Lake Park's historical layout, mixed-use allows for a combination of residential and commercial within the same development. Naturally, these types of development patterns are not suitable in all areas, therefore staff will use this workshop to explain zoning, land-use, and mixed-use development, as well as take this opportunity to explore staff's recommendation of a Mixed-Use District Overlay for the Federal Highway corridor which extends from Palmetto Drive to Silver Beach Road, and includes the west side of Lake Shore Drive. The Federal Highway “corridor” can be seen in **yellow** on the next page:



On November 13, 2013, a stakeholder meeting was held with property owners and business owners along Federal Highway and the west side of Lake Shore Drive. At this meeting, which was more theory-based, staff provided a presentation on Zoning, Land-Use and Mixed-Use development and welcomed any and all discussion.

The November 13 meeting was scheduled in order to provide a better understanding of mixed-use development and clearly differentiate between *private property development versus staff's limited ability to incorporate code language related to mixed-use development. The mixed-use development code language, if adopted by the Town Commission, would provide an added option to those looking into redeveloping their properties.*

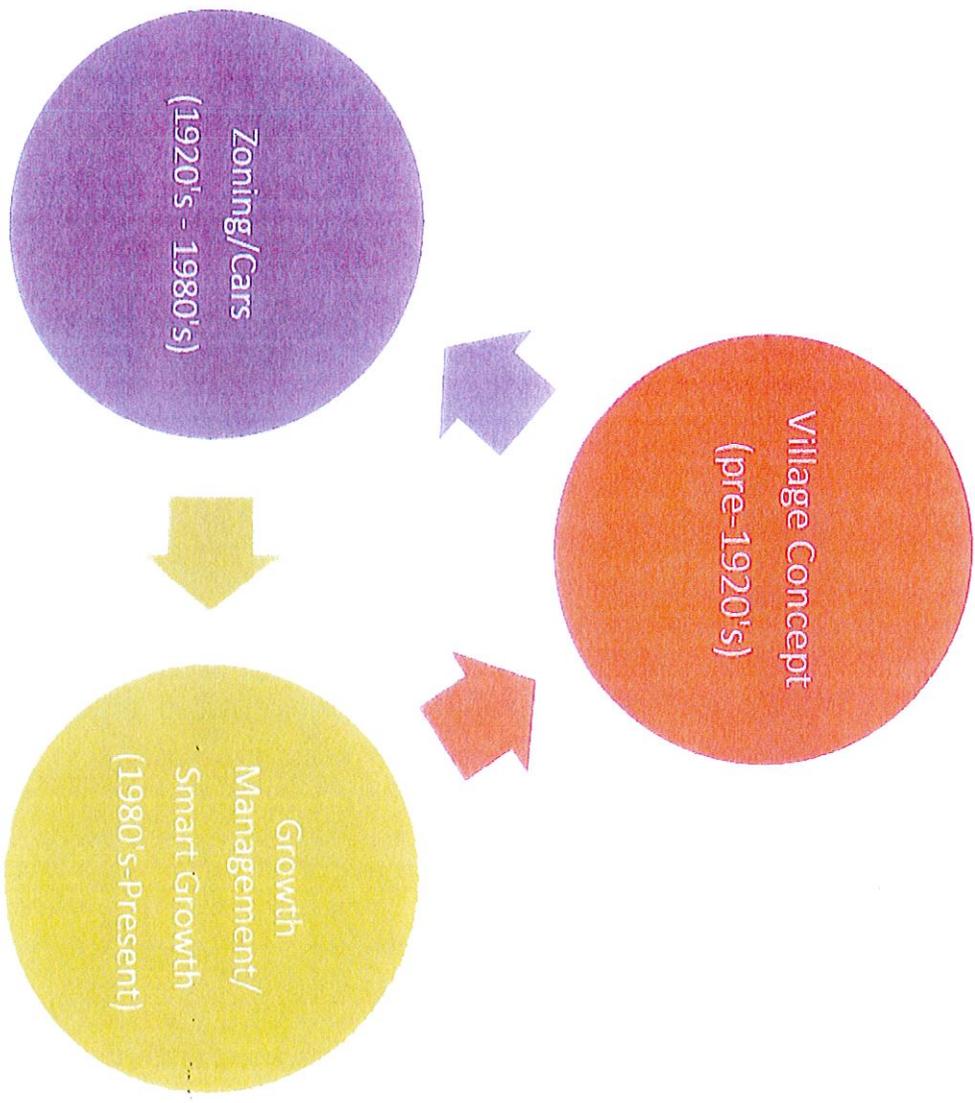
A second stakeholder meeting was then held on December 12. This meeting was more hands-on and utilized an aerial map and building models that participants were able to manipulate and use as visual tools while staff reviewed the various property development regulations that would need to be modified in the Town's Code of Ordinances in order to create a Mixed-Use development option (for example, building heights; building setbacks; landscaping; parking etc).

The Town Commission met in a workshop setting on January 15, 2014. Staff would now like to take an opportunity to discuss the Mixed-Use Development option with the Planning & Zoning Board.

**Recommended Motion: NOT APPLICABLE. FOR DISCUSSION ONLY.**



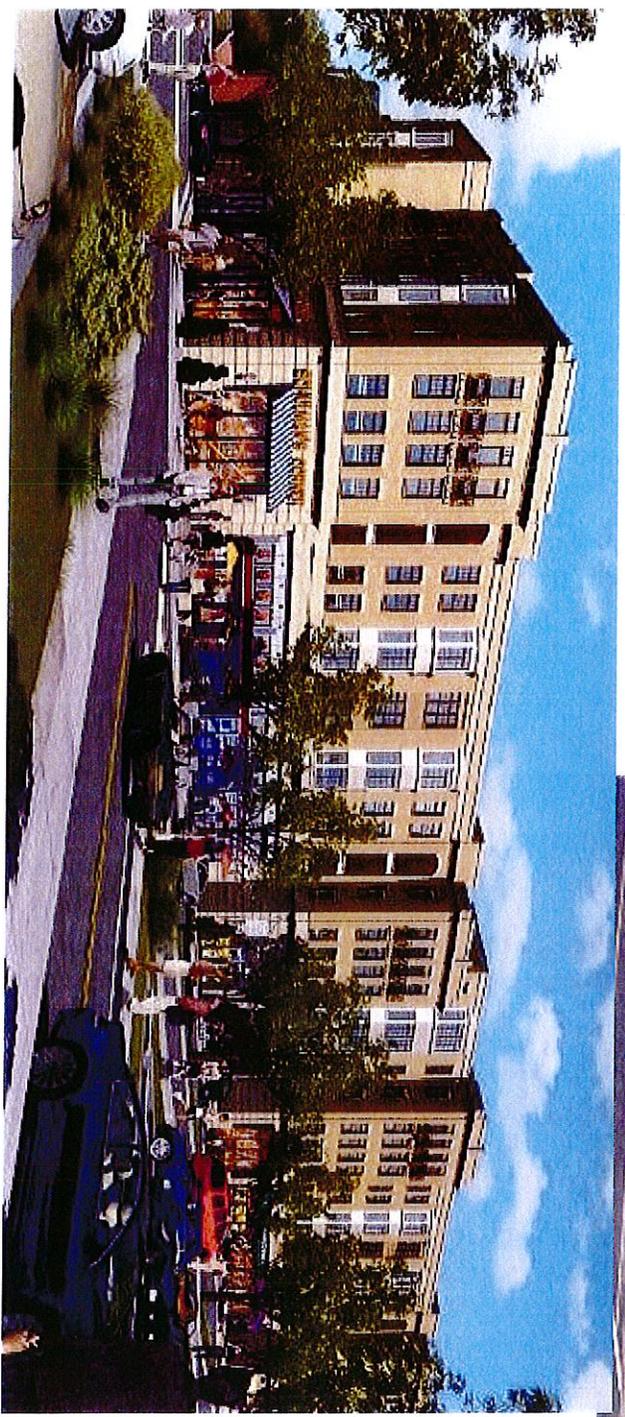
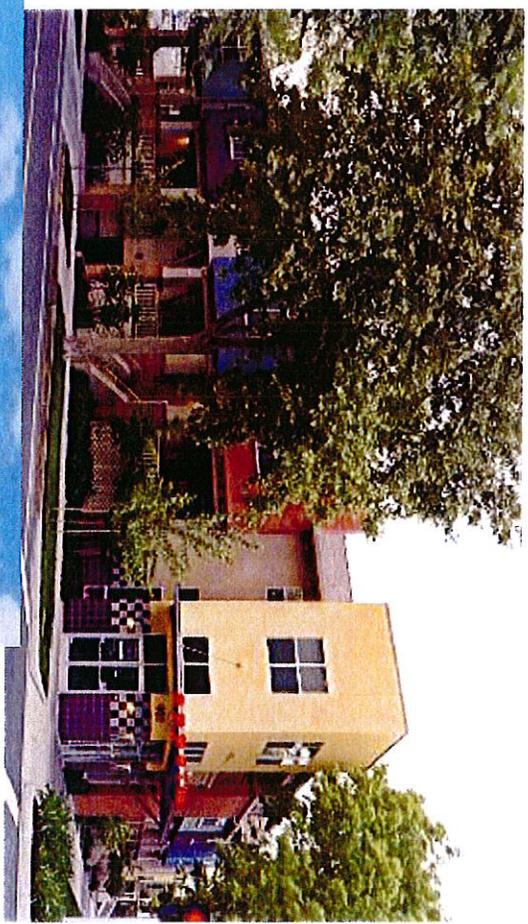
# Development Life-Cycle

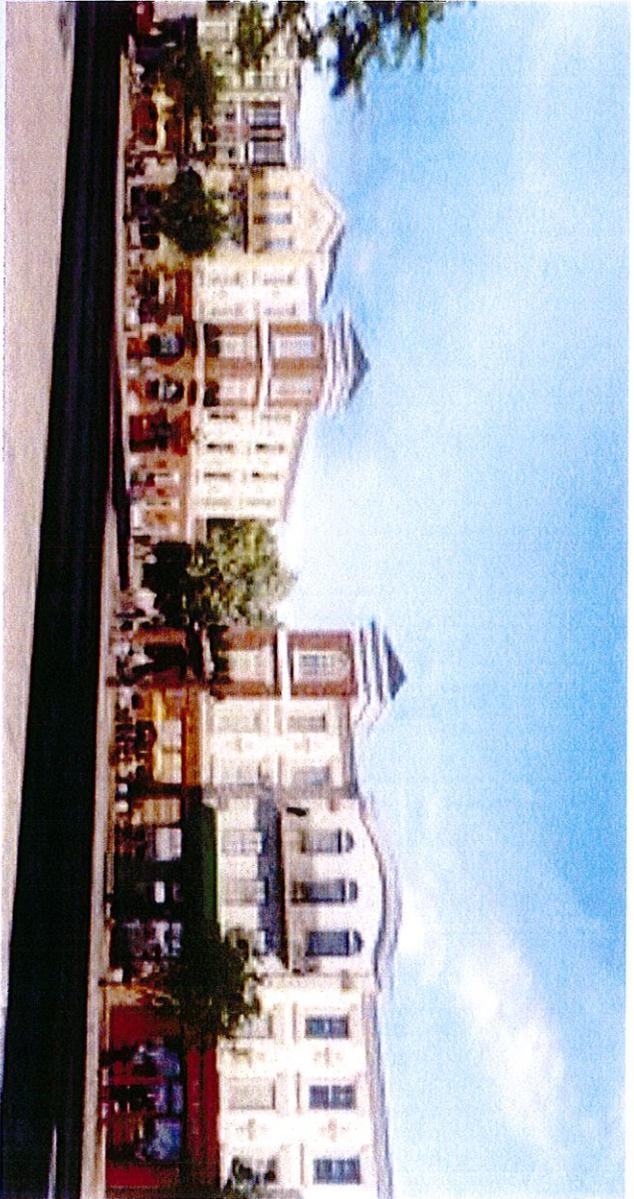


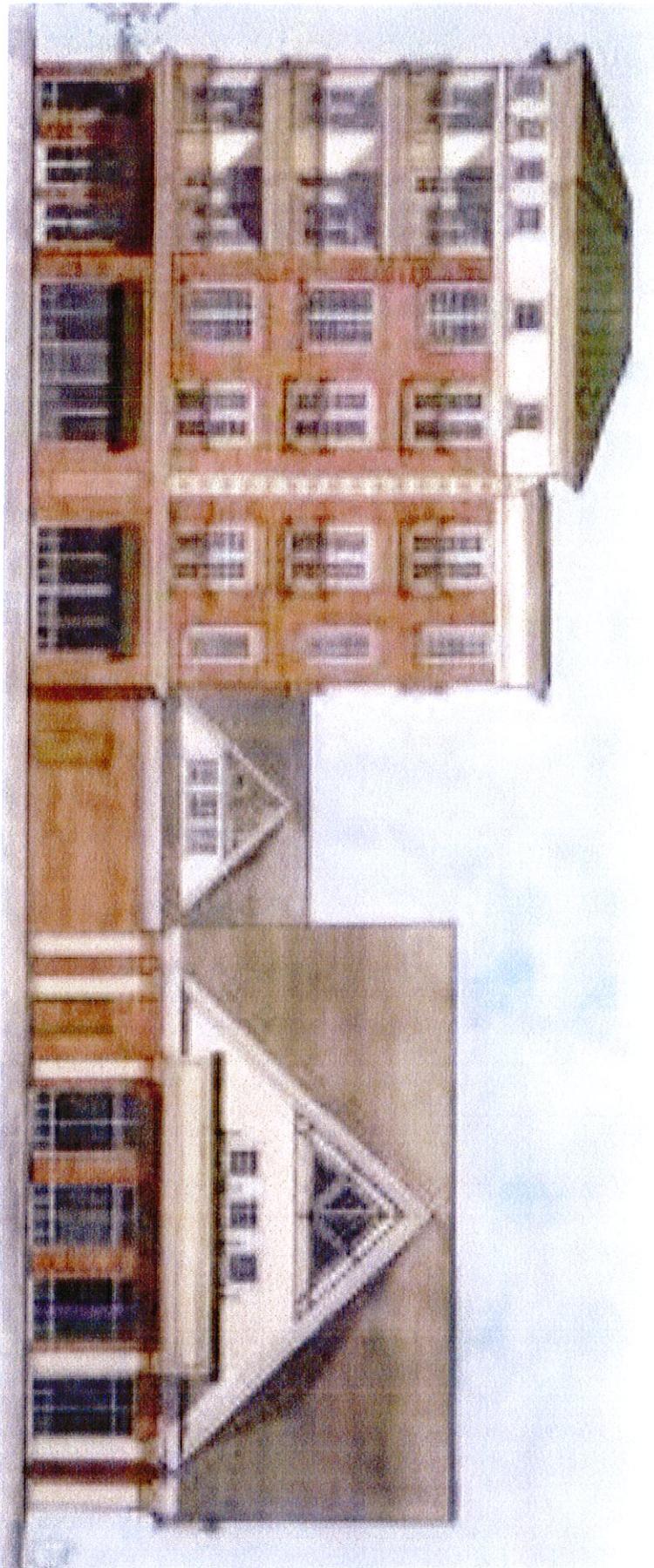


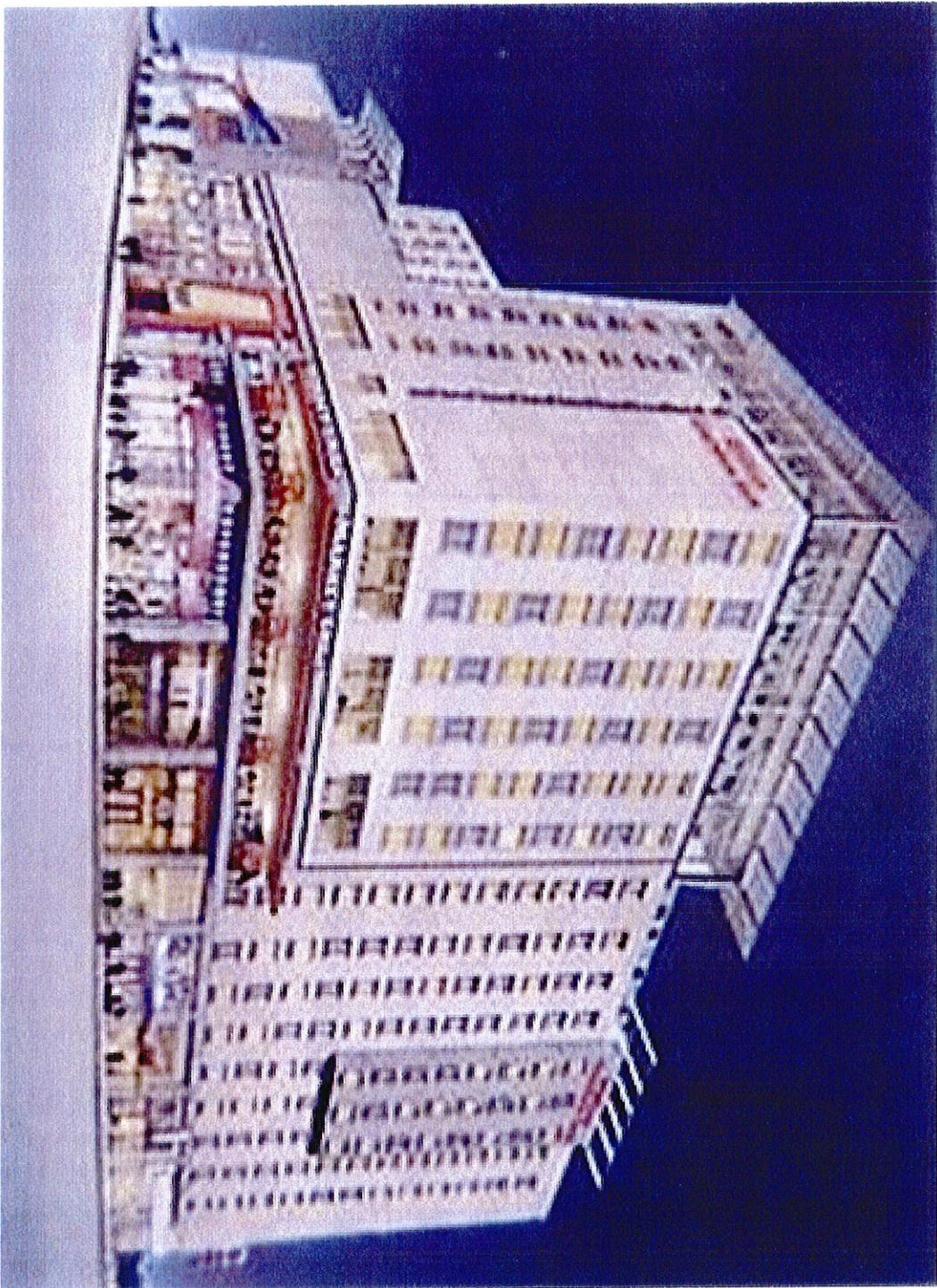
# Mixed-Use Examples











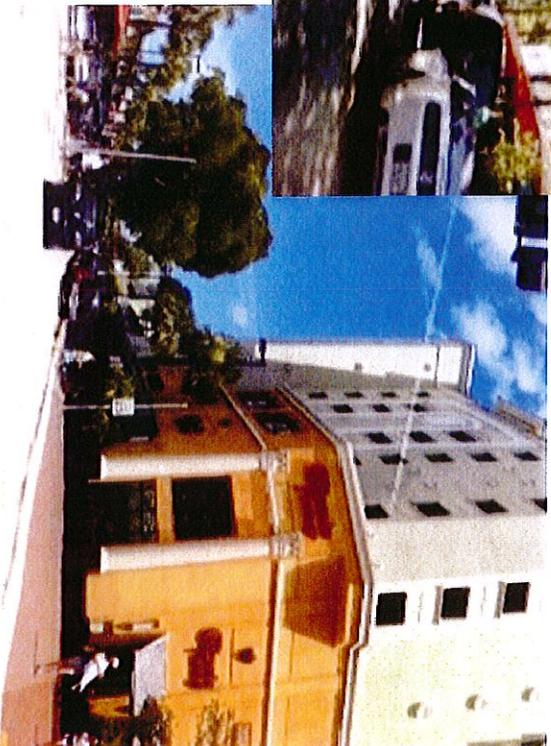
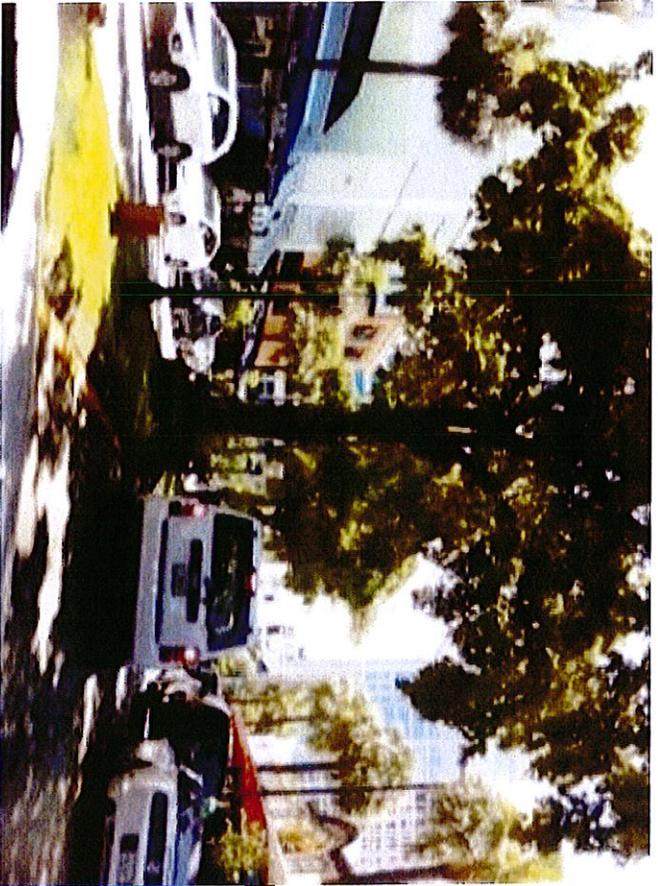


BOYNTON BEACH – RENAISSANCE COMMONS





**FORT LAUDERDALE - LAS OLAS BOULEVARD**





**WEST PALM BEACH – CITYPLACE**





**801 Park Avenue – Lake Park, FL**

