



# TOWN OF LAKE PARK

## PLANNING & ZONING BOARD

### MEETING AGENDA

AUGUST 2, 2021

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

Judith Thomas, Chair	<input type="checkbox"/>
Joseph Rice, Vice-Chair	<input type="checkbox"/>
Jon Buchele, Regular Member	<input type="checkbox"/>
Lauren Paxton, Regular Member	<input type="checkbox"/>
Richard Ahrens, Regular Member	<input type="checkbox"/>

#### APPROVAL OF AGENDA

#### APPROVAL OF MINUTES

- PLANNING & ZONING BOARD MEETING; MAY 3, 2021

#### PUBLIC COMMENTS

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

## **ORDER OF BUSINESS**

The normal order of business for Hearings on agenda items is as follows:

- Staff presentation
- Applicant presentation (when applicable)
- Board Member questions of Staff and Applicant
- Public Comments – 3 minute limit per speaker
- Rebuttal or closing arguments for quasi-judicial items
- Motion on floor
- Vote of Board

## **NEW BUSINESS**

**PZ-21-007:** TOWN CODE TEXT AMENDMENT; AMENDING SECTION 78-2 OF CHAPTER 78; AMENDING THE DEFINITION OF THE TERM “SHED”

**PZ-21-008:** – TOWN CODE TEXT AMENDMENT; TO SPECIFICALLY IDENTIFY TOWNHOUSE DEVELOPMENT CLUSTERS IN THE R-2 ZONING DISTRICT

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

**COMMUNITY DEVELOPMENT DIRECTOR COMMENTS AND PROJECT UPDATES  
ADJOURNMENT**

**FUTURE MEETING DATE: SEPTEMBER 13, 2021 @ 6:30 P.M. (SPECIAL CALL)**



**Town of Lake Park, Florida  
 Planning & Zoning Board  
 Meeting Minutes  
 May 3, 2021 6:30 p.m.  
 Town Hall Commission Chamber  
 535 Park Avenue, Lake Park, Florida 33403**

**CALL TO ORDER**

The meeting was called to order at 6:42 p.m.

**PLEDGE OF ALLEGIANCE**

Chair Thomas lead the Pledge of Allegiance.

**ROLL CALL**

Judith Thomas, Chair	Present
Joseph Rice, Vice-Chair	Present
Jon Buechele	Present

Also in attendance were Community Development Director Nadia DiTommaso, Attorney Thomas Baird, and Town Planner Anders Viane.

Chair Thomas explained that she wanted to discuss the meeting minutes once the item was heard on the agenda.

**APPROVAL OF AGENDA**

**Motion: Vice-Chair Rice moved to approve the agenda; Board Member Buechele seconded the motion.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Buechele			
Vice-Chair Rice			
Chair Thomas			

Motion passed 3-0.

**APPROVAL OF MINUTES**

Chair Thomas explained that she spoke to staff to make them aware that the meeting minutes included in the agenda packet were for the Board of Adjustment. She explained that this meeting is for the Planning & Zoning Board, not the Board of Adjustment. Community Development Director DiTommaso explained that the agenda item that was

part of the April 5, 2021 Planning & Zoning Board Meeting was a variance application, which according to the Town Code, the Planning & Zoning Board reviews and takes action upon. She explained that it is no longer referred to as the Zoning Board of Adjustment. Discussion ensued between Chair Thomas and Community Development Director DiTommaso to clarify an action in which Chair Thomas signed a zoning order. The discussion also included the distinction between the Planning & Zoning Board and the Board of Adjustment duties and responsibilities.

- Planning & Zoning Board Meeting minutes of April 5, 2021.

Motion: Board Member Buechele moved to approve the Planning & Zoning Board Meeting minutes of April 5, 2021. The motion failed for lack of a second.

Chair Thomas and Community Development Director DiTommaso continued to discuss the Zoning Board of Adjustment and Planning & Zoning Board responsibilities until clarification was reached.

**Motion: Board Member Buechele moved to approve the Planning & Zoning Board Meeting minutes of April 5, 2021; Vice-Chair Rice seconded the motion.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Buechele	X		
Vice-Chair Rice	X		
Chair Thomas	X		

Motion passed 3-0.

### **Public Comments**

Chair Thomas explained the Public Comment procedure.

### **ORDER OF BUSINESS**

The normal order of business for Hearings on agenda items are as follows:

- Staff presentation
- Applicant presentation (when applicable)
- Board Member questions of staff and applicant
- Public Comments – limited to 3 minutes per speaker
- Rebuttal or closing arguments for quasi-judicial items
- Motion on floor
- Vote of Board

## **NEW BUSINESS – SITE PLAN APPLICATIONS:**

**1. PZ-21-06: SITE PLAN APPROVAL FOR THE SPECIAL EXCEPTION USE OF 3 ONE-STORY, OFFICE/WAREHOUSE STRUCTURES, TWO OF WHICH ARE COMPRISED OF 7,560 SQUARE FEET, AND ONE OF WHICH IS COMPRISED OF 8,820 SQUARE FEET, FOR A TOTAL PROPOSED BUILT AREA OF 23,940 SQUARE FEET. LOCATED NORTHEAST OF THE CORNER OF PARK AVENUE WEST AND NORTH CONGRESS AVENUE, ONE PARCEL CONSISTING OF 1.969 ACRES. APPLICANT: SPACEBOX LAKE PARK LLC.**

Chair Thomas asked for clarification regarding the square footage of the buildings because the application and the letter from the Palm Beach County Transportation Division were different from the application.

Town Planner Viane explained the item (see Exhibit “A”). He explained that there are three (3) structures proposed per the architectural plans, also known as Buildings A, B and C. He explained that the discrepancy in the Transportation Division letter was due to the Planned Unit Development (PUD) overall is treated as one traffic generating entity, versus reviewing it site by site. He explained that he spoke with the Town’s Traffic Engineer to verify that the information was correct prior to the meeting. The letter has since been amended. He reviewed the Special Exceptions included within the application. He stated that staff recommends approval.

Mr. Brian Chegus of iPlan and Design LLC, Mr. Neal Kozokov, and Mr. Eddie Schroeder presented to the Board (see Exhibit “B”). Mr. Kozokov gave a brief history of his previous work in Palm Beach County. Mr. Schroeder explained the different types of users of the office/warehouse concept.

Board Member Buechele asked if the project was intended to look like the Grand View Market in West Palm Beach. Mr. Chegus explained that the intent was to be a small space for businesses to operate, but not restaurants. Mr. Kozokov explained that it was commercial space for small businesses, not more than 700 square feet of space.

Vice-Chair Rice stated that he was pleased to see that the project was moving forward.

Chair Thomas asked if the units would be leased and rented or would they be like condominiums. Mr. Chegus stated that they would be rented spaces. Chair Thomas asked if the parcel was re-plated. Mr. Chegus stated that it was re-plated. Chair Thomas asked if the internal road had a name. Community Development Director DiTommaso stated “no”. Chair Thomas asked what was the intent of the internal road. Community Development Director DiTommaso explained that she was not aware of an intent to name the interior roads because when the PUD was created, the addresses were assigned to the various parcels and they all have a North Congress Avenue address. Chair Thomas asked that the Town bring that back to Emergency Management for further review due to all the new small businesses proposed. Community Development Director DiTommaso agreed.

Public Comments open: None

Public Comments closed.

**Motion: Vice-Chair Rice moved to approve PZ-21-06 Site Plan and Special Exception; Board Member Buechele seconded the motion.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Buechele	X		
Vice-Chair Rice	X		
Chair Thomas	X		

Motion passed 3-0.

**Planning & Zoning Board Member Comments**

Chair Thomas extended her gratitude to the former Board Members Charlemagne Metayer and Shelby Lowe for their service to the Board.

**Community Development Director Comments**

Community Development Director DiTommaso gave a brief status of the ongoing projects in Town. Vice-Chair Rice asked for an update regarding the Lake Shore Park seawall. Community Development Director DiTommaso explained that she was not sure what the status of the seawall was, but would send an email with the information.

Chair Thomas asked for the status on the project north of Spacebox. Community Development Director DiTommaso explained that they have taken advantage of all the extensions through the Executive Orders, however, within the last week they have resubmitted for their building permits because they want to move forward with construction.

**ADJOURNMENT**

There being no further business to come before the Planning & Zoning Board; the Meeting adjourned at 7:31 p.m.

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

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Town Clerk Vivian Mendez

Town Seal

Approved on this \_\_\_\_\_ of \_\_\_\_\_, 2021



Exhibit "A"

**TOWN LAKE OF PARK**  
**Planning and Zoning Board**  
**MEETING DATE: May 3, 2021**  
**PZ Agenda Item # PZ-21-**

**APPLICATION:** Lake Park Innovation Center

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**SUMMARY OF APPLICANT'S REQUEST:** On behalf of SPACEBOX LAKE PARK LLC ("Property Owner" and "Applicant"), Brian Cheguis of iPlan & Design, LLC ("Agent") is requesting site plan approval for 3 one-story, office/warehouse structures, two of which are comprised of 7,560 SF and one of which is comprised of 8,820 SF, for a total proposed built area of 23,940 SF. Of the total built area, 3,591 SF will be allocated to office uses and 20,349 SF will be allocated to warehousing uses. The Property Owner and Applicant's Agent will also be requesting special exception approval for the 23,940 SF of office/warehouse space use per the requirements of the Town's zoning code.

The proposed development and special exception request are consistent with the Town of Lake Park's adopted regulations for the C-2 business district. The Subject Property is located northeast of the corner of Park Avenue West and North Congress Avenue in the Town of Lake Park. It is comprised of one parcel totaling 1.969 acres with the following PCN: 36434219260070010

Part II of this application details the nature of the applicant's special exception request and staff's findings. Part III of this report details staff's recommended motion to the Planning and Zoning Board.

# STAFF REPORT

**BACKGROUND:**

Owner & Applicant(s): SPACEBOX LAKE PARK, LLC  
Agent and Consultant: Brian Cheguis of iPlan and Design, LLC  
Location: Northeast of Park Avenue West and North Congress Avenue  
Net Acreage (total): 1.969 acres  
Legal Description: See survey enclosed in packet.  
Existing Zoning: C-2 Business District (Congress Business Park PUD Overlay)  
Future Land Use: Commercial and Light Industrial

**Figure 1: Aerial View of Site (image not to scale; for visual purposes only)**

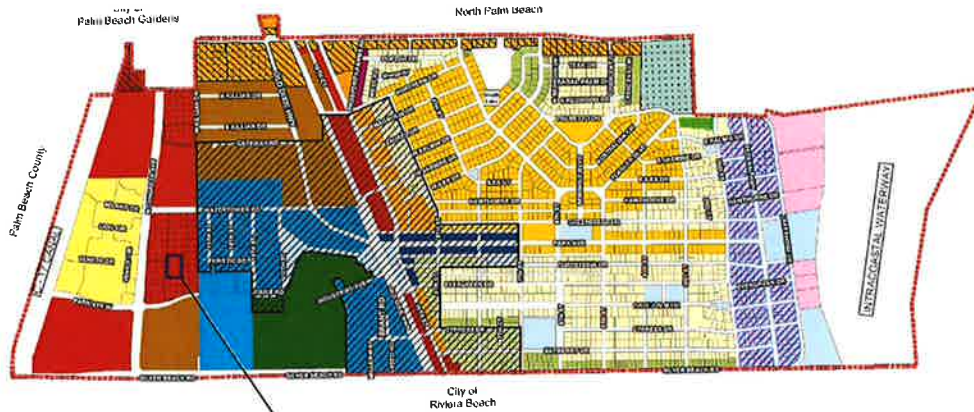




**LAKE PARK ZONING MAP**



**Lake Park Zoning Map**



<b>Legend</b>		<b>Zoning</b>		<b>C4 BUSINESS DISTRICT</b>		<b>PADD PARK AVENUE DOWNTOWN DISTRICT</b>		<b>R2 MULTIPLE FAMILY RESIDENCE DISTRICT</b>	
	TOWN BOUNDARY		C1 BUSINESS DISTRICT		CLIC CAMPUS LIGHT INDUSTRIAL & COMMERCIAL		R1 SINGLE FAMILY RESIDENCE DISTRICT		R2A MULTIPLE FAMILY RESIDENCE DISTRICT
	Planned Unit Development Overlay		C1B NEIGHBORHOOD COMMERCIAL DISTRICT		CONSERVATION		R1A SINGLE FAMILY RESIDENCE DISTRICT		TND TRADITIONAL NEIGHBORHOOD DEVELOPMENT
	NBOZ Overlay		C2 BUSINESS DISTRICT		AM/ MIXED USE		R1AA RESIDENCE DISTRICT		R1B TWO FAMILY RESIDENCE DISTRICT
	CRA Overlay		C3 BUSINESS DISTRICT		P PUBLIC DISTRICT				
	FHM/UDO Federal Highway Mixed Use District Overlay								

Subject Site

**Adjacent Zoning:**

North: C-2 Business District (Congress Business Park PUD)  
 South: C-2 Business District (Congress Business Park PUD)  
 East: C-2 Business District (Congress Business Park PUD)  
 West: C-2 Business District (Congress Business Park PUD)

## LAKE PARK FUTURE LAND USE MAP



Subject  
Site

### Adjacent Existing Land Use

North:	Commercial and Light Industrial
South:	Commercial and Light Industrial
East:	Commercial and Light Industrial
West:	Commercial and Light Industrial

## **PART I: SITE PLAN APPLICATION**

The Site Plan for Lake Park Innovation Center has been reviewed by the Town's consulting Engineers, Landscape Architect, along with the Palm Beach County Traffic Division, Palm Beach County Fire Rescue, Seacoast Utility Authority, Palm Beach County Sheriff's Office (PBSO) for Crime Prevention Through Environmental Design (CPTED), Lake Park Public Works Staff, and Lake Park Community Development Department Staff. Based upon this exhaustive review, Town Staff finds that the Site Plan meets the Town's Comprehensive Plan and the Land Development Regulations of the Town Code.

**\*\*project has been noticed by certified mail to property owners within 300 feet and with an advertisement in the Palm Beach Post – all completed on April 23, 2021\*\***

### **SITE PLAN PROJECT DETAILS**

**Comprehensive Plan:** The proposal is consistent with the goals, objectives and policies of the Town's Comprehensive Plan. Most importantly:

- **3.4.2 Objectives and Policies, Policy 1.5:** *The Town shall encourage development and redevelopment activities which will substantially increase the tax base while minimizing negative impacts on natural and historic resources, existing neighborhoods and development and adopted Levels of Service standards.*

The proposed project will develop a vacant property, increasing the tax base revenue, while also not adversely impacting natural, historic, or neighborhood resources or degrading adopted level of service standards.

- **Future Land Use Classification System 3.4.3:** *Lands and structures devoted to light industrial uses with pollutants controlled on site, warehouses, commercial, wholesale establishments, and limited small scale commercial uses that are supportive of workers in the area such as convenience stores and restaurants and that can be carried on unobtrusively, with a maximum F.A.R. of 2.0. Specific uses are delineated in the Town of Lake Park Zoning Code*

The current proposal is consistent with establishing light industrial uses with pollutants controlled on site by proposing an office/warehouse development consistent with the C-2 business district zoning code. Finally, the proposed built coverage remains under the maximum F.A.R. and is proposed at 0.28.

➔ **Future Land Use Element, Policy 5.2:** *The Town shall foster the redevelopment of declining neighborhoods, underutilized parcels, and areas that demonstrate substandard and/or slum and blight conditions.*

The proposed development will redevelop a currently underutilized (vacant) parcel per the requirements of the Comprehensive Plan.

**Zoning:** The proposed project is consistent with the requirements of the zoning code for the C-2 Business District and the applicable supplemental regulations, including setbacks, building site area, building height, and the requested special exception office/warehouse use, which will be discussed more under Part II of this report.

**Congress Business Park PUD Master Plan:** The proposed project is subject to and consistent with the standards of the Congress Business Park PUD Master Plan, which includes such criteria as minimum open space, aesthetic design criteria like color and architecture, unity of design, pedestrian circulation standards, landscaping standards, and mechanical equipment screening standards. In all cases, the Applicant has complied with the requirements of the PUD Master Plan to the satisfaction of Town staff.

**Architecture:** The proposed project complies with the Town's standards for nonresidential architectural design detailed under Chapter 78, Article XII. Reviews by Town Staff have found the proposed plans to meet the standards set forth for building articulation, façade paint colors, materials, decorative features and various other design elements. The applicant has also shown sensitivity to unifying the project's design with the pre-established aesthetic standards in the PUD through the use of similar materials and colors, integrating the project with the surrounding structures while retaining some unique modernist design characteristics.

**Site Access and Roadways:** This project proposes north, south, and eastern access drives. Of note, all of these access points connect to private rights-of-way, which are all unnamed. The northern access connects to an east-west side street within the PUD; the southern access allows for access to the Spacebox site and the eastern access allows for access to the rear of Building C on the east side of the site. On-street parking along the PUD's central north-south roadway has also been provisioned on the west side of the site, granting direct access to the Building A's storefronts. Additionally, the applicant has provisioned sidewalk connections on the north and western perimeters of the site, which include crosswalks to access the Aldi and Autozone properties. Staff is pleased with the project's strong level of pedestrian integration into the PUD as a whole.

**Signage:** Staff has reviewed the applicant's master sign plan for compliance with the Town signage codes. The applicant is proposing two wall signs, one on the front of the

westernmost building facing the main interior roadway. This sign would function as the main project signage; a second wall sign is proposed on the north end of the same building, Building A. Both signs meet the standards of the Town signage code.

**Traffic Concurrency:** The applicant received a Traffic Performance Standard (TPS) concurrency letter from Palm Beach County's Traffic Division dated April 1, 2019 that approves the proposal. However, staff notes this letter contains irregularities, failing to identify the correct address and parcel number. The Applicant has stated this is a typo error and is working with the County to get an amended letter issued. The content of the letter itself references the Applicant's project details correctly and staff is confident that despite the typos, the letter represents the proper analysis of the subject site and the proposed use. Staff has confirmed that the letter was reviewed and approved by the Town's traffic engineering consultant, O'Rourke Engineering, on March 3, 2021.

**Landscaping:** The proposed landscaping plans have been deemed code compliant by the Town's consulting Landscape Architect (JMorton) on April 14, 2021.

**Paving, Grading and Drainage:** The Town's consulting Engineers (Engenuity) and the Public Works Department has reviewed paving, grading, and drainage for this project. The civil plans were found by Engenuity to comply with best practices and the standards of the Town of Lake Park on March 18, 2021 and public works certified compliance on February 22, 2021.

**Parking and Loading:**

Office uses are parked at a rate of 1 per 250 SF. At 3,591 SF, the required office parking is 14 spaces. Warehouse uses are parked at 1 per 2,000 SF and one space per employee during the shift of greatest employment. At 20,349 SF of warehouse, the applicant must provide 10 spaces plus another 36 for their maximum employment shift. The applicant has also provided 8 surplus spaces not required by code for a total of 68 parking spaces.

Two loading zones have been provided along the eastern side of the property, which meet the Town's minimum design criteria. Additionally, staff's consulting engineer, Engenuity, has reviewed the configuration of these loading spaces as well as the eastern row of parking spaces to determine their sufficiency and possible conflicts with the PUD's easternmost north-south right of way. Based on their review of turning radii for the likely end-user vehicles, the parking and loading spaces were determined to be functional and safe.

**Water/Sewer:** This application has received courtesy review from Seacoast Utility Authority and received approval for compliance with Seacoast best practices on April 9, 2021.

**Lighting:** The applicant has provided photometric plans to depict the proposed lighting conditions on the site. Smith Engineering Consultants, Inc., a sub-consultant of Engenuity Group, reviewed the photometric plans for sufficiency and found these plans to be in compliance with Town standards on February 26, 2021.

**Fire:** PBC Fire Rescue reviewed the site plan and provided a final compliance certification for PBC Fire Rescue best practices on April 23, 2021. An additional round of fire review will be conducted during the building permit phase per the typical permitting process.

**PBSO:** The Crime Prevention Through Environmental Design (CPTED) review was performed by D/S Adam Pozsonyi at the Palm Beach County Sheriff's Office and the proposal was found to be in compliance with best-practice principles for CPTED on February 26, 2021. A high-definition security camera surveillance condition of approval (which is standard) is also being recommended.

## **PART II: Special Exception Application**

The town commission may permit special exception uses in the C-2 zoning district provided they determine that the proposed use meets the 6 special exception zoning criteria established in Sec 78-184. As was previously noted, the Applicant is seeking special exception approval for 23,940 of office/warehouse space. Staff's findings in their review for special exception compliance are detailed below.

**\*\*project has been noticed by certified mail to property owners within 300 feet and with an advertisement in the Palm Beach Post – all completed on April 23, 2021\*\***

**1. Consistency with Comp Plan Goals, Objectives, and Policies:** Staff has reviewed the applicant's proposal to determine consistency with the Goals, Objectives, and Policies of the Comprehensive Plan and identified the following relevant policies based on the staff research and the applicant's justification statement:

*Policy 1.5* – The Comprehensive Plan specifies that the Town is to encourage development and redevelopment activities that will substantially increase the tax base while protecting and minimizing negative off-site impacts for surrounding properties, the natural environment, residential neighborhoods and within adopted levels of service.

*Objective 1* – The Comprehensive Plan specifies that the Town is to encourage development and redevelopment activities that will substantially increase the tax base

while protecting and minimizing negative off-site impacts for surrounding properties, the natural environment, residential neighborhoods and within adopted levels of service.

*Objective 5* – The Town shall promote redevelopment and infill development in a manner that is consistent to existing neighborhoods and uses, the built and natural environments and adjacent jurisdictions.

Staff has found the applicant to comply with the requirements of criteria 1.

**2. Consistency with land development and zoning regulations:** Staff has reviewed this application for consistency with the Town’s land development regulations in the course of their site plan review and has determined this project complies with all applicable requirements.

**3. Compatibility with surrounding uses, hours of operation, traffic generation, building location, massing, height, setbacks, and other relevant factors:** Staff has determined this project is highly compatible with the surrounding uses by bringing in light commercial and office warehouse users to the Congress Business Park PUD. Staff believes this will create a synergistic effect with other retailers and restaurants in the PUD such as Aldi, Culvers, RaceTrac, and more. The project’s end-users are not anticipated to have substantially conflicting hours of operation nor generate disproportionate traffic per PBC’s TPS letter. The building’s orientation, massing, height, and setbacks are all consistent with the C-2 business district standards, the standards of the Congress Business Park PUD and the principles of good urban design. Staff identified no other relevant factors peculiar to the proposed special exception project that would negatively impact surrounding properties.

**4. Concentration of similar types of uses:** While this project is seemingly similar to the entitled office-warehouse developments to the north on the 270 N. Congress Avenue parcel and the built storage facility to the south on the 210 N Congress Avenue parcel, it is, in fact, substantially different as explained below.

Firstly, this project’s business model is that of an incubator space specifically aimed at attracting small-business end users with bays ranging from 19.6’ to 24’ with depths of 30’ to 35’. The bays are configured in such a way as to allow for these businesses to grow and expand over time, but the average base bay has been designed for functionality, economy, and the convenience of its small-business end user. Contrast this against the office/warehouse product offered by the 270 N. Congress project, which features bay 45 feet in length and 100 feet in depth typical of an operation geared more substantively toward mass shipping and warehousing.

Moreover, the project has a completely different business model than that of the Spacebox project entitled to the south, which is designed as a self-storage facility and not intended for end-user occupancy.

Rather than creating a proliferation of “warehousing,” staff believes this project is primarily designed to attract a start-up and small businesses, while granting them the warehousing option. Increasingly, commercial retail businesses are utilizing hybrid storefront/online business models that makes having storage space for stock that may be

drop-shipped more important than ever. This project's design will likely attract this highly-desirable startup and small business clientele to Lake Park, offering them high-quality new, flexible, customizable office and warehouse product to conduct their light retail operations.

**5. Detrimental Impacts Based on users, nuisances, and traffic flow:** Based on the business model described under criteria 4, staff does not anticipate the employees and customers of this project will create detrimental effects on surrounding properties. Most likely, these operations will be fairly small, with few employees and limited walk-in traffic.

Furthermore, staff does not anticipate this project to generate nuisances, such as noise, odor, visual nuisances, or vibrations. The intended end-users will conform with the uses allowed in the C-2 district, which are primarily light-retail in nature. Heavy industrial users are not the intended end users nor could they be. The Applicant has also made efforts to reorient all garage doors away from the central PUD roadway so as to eliminate any possibility of unsightly visual impacts from the front of the project.

Finally, it is not anticipated that this project will substantially impact traffic flow within the project vicinity. The AM and PM peak hour trip generation is low and demand is anticipated to be spread evenly throughout the day and over the week and weekends given the small-business tenants being sought.

**6. Impacts on light, air, property values, redevelopment, and public facilities:** As part of the special exception review, staff must take into account impacts to light and air flow to adjacent properties. Given that this project is 1-story (23 feet in height) and is below the maximum allowable height of 50' feet, we believe the impacts on light and air flow are negligible.

Additionally, staff must take into account adverse impacts to neighboring property values. Again, this is not anticipated to be an issue. This project's end-users are anticipated to be small-businesses operations permitted as-of-right in the C-2; the most potentially problematic uses in the C-2 like building supply, vehicle repair, and auto-sales are all approved only by special exception. Furthermore, the organizational framework of the PUD promotes a spirit of cooperation within the local business community, which they have heretofore embraced, keeping the Congress Avenue Business Park PUD clean, well-maintained, and safe. Staff has no reason to believe these end-users would conduct themselves any differently.

As it pertains to impacts on improvement, development, or redevelopment potentials, staff finds no evidence to suggest this project would have a negative effective. The project itself is an infill project and most likely will have synergistic and complimentary relationships with future developments rather than conflict with future development.

As it pertains to impacts on natural systems or public facilities, staff finds no evidence to suggest impacts. Impacts on natural systems are non-applicable given the project is located centrally within a PUD. Additionally, this PUD has already provisioned facilities during its buildout, including those of water, sewer, power, and others. The internal PUD roadways are private and the impacts on adjacent public roadways fall within the County's traffic performance standards.



Finally, as it pertains to provisioning pedestrian amenities like benches, trash cans, and bike parking, this project has made efforts to facilitate sidewalk connections between adjacent properties to the west. This commitment to pedestrian connectivity is further reflected in the urban design of the project, which is new urbanist along the interior roadway with a frontage near the street that offers parallel parking. Furthermore, other pedestrian amenities have been included throughout the site such as benches and bicycle racks.

**Conclusion:** In summary, staff believes this project meets all of the special exception criteria for approval and recommends approval of the Special Exception request.

### **PART III: STAFF RECOMMENDATION**

Staff recommends **APPROVAL** of the Site Plan and Special Exception Applications with the following conditions:

1. The Applicant shall develop the Site consistent with the following Plans and the title sheet shall be updated to reflect the following list of plans and their sign and seal dates:

Name	Sheet	Revision Date	Received on
<b>General</b>			
Cover Sheet	CS1	11/18/2020	4/22/2021
Boundary Survey 210 N. Congress Avenue	N/A	11/10/2020	4/22/2021
Master Development Plan PUD	MP-1	02/04/2021	4/22/2021
<b>Site Plan</b>			
Site Plan	SP-1	4/21/2021	4/22/2021
Color Site Plan Context	CSP1	N/A	4/22/2021
Color Site Plan	CSP2	N/A	4/22/2021
<b>Architectural</b>			
Architectural Floor Plans	A2.01	9/28/2020	4/22/2021
Architectural Roof Plans	A2.02	9/28/2020	4/22/2021
Architectural Elevations (BW)	A3.01	9/28/2020	4/22/2021
Architectural Elevations (Color)	A3.01C	9/28/2020	4/22/2021
Architectural Elevations (BW)	A3.02	9/28/2020	4/22/2021
Architectural Elevations (Color)	A3.02C	9/28/2020	4/22/2021
<b>Landscaping</b>			
Landscape Plan & Details	LP1	4/21/2021	4/22/2021
Landscape Details	LP2	4/21/2021	4/22/2021
<b>Irrigation</b>			
Irrigation Plan	IR1	4/22/2021	4/22/2021
Irrigation Details	IR2	4/22/2021	4/22/2021
Irrigation Specifications	IR3	4/22/2021	4/22/2021

<b>Civil Engineering</b>			
General Notes	GN	4/22/2021	4/22/2021
Existing Conditions	D1	4/22/2021	4/22/2021
Overview Plan	C1	4/22/2021	4/22/2021
Paving, Grading & Drainage Plan	C2	4/22/2021	4/22/2021
Water & Sewer Plan	C3	4/22/2021	4/22/2021
Signage & Striping Plan	C4	4/22/2021	4/22/2021
Pollution Control Plan	C5	4/22/2021	4/22/2021
Paving, Grading, & Drainage Details	C6	4/22/2021	4/22/2021
Paving, Grading, & Drainage Details	C7	4/22/2021	4/22/2021
Paving, Grading, & Drainage Details	C8	4/22/2021	4/22/2021
Paving, Grading, & Drainage Details	C9	4/22/2021	4/22/2021
Water & Sewer Details	C10	4/22/2021	4/22/2021
Water & Sewer Details	C11	4/22/2021	4/22/2021
<b>Electrical</b>			
Photometric Plan	PH1	1/24/2020	4/22/2021
Site Electrical Plan	E1	1/24/2020	4/22/2021
Site Electrical Specifications	E2	1/24/2020	4/22/2021
<b>Other</b>			
Master Sign Plans	MSP-1	2/04/2021	4/22/2021
Autoturn Analysis	F-1	4/22/2021	4/22/2021

2. Construction associated with the Project is permitted only between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, except holidays, unless an exception is approved in writing by the Community Development Director (the Director).
3. Any proposed disruption to neighboring street access, surrounding parking areas, or the normal flow of traffic within the rights of way of Water Tower Road, 13<sup>th</sup> Street, 14<sup>th</sup> Street, or any other right-of-way during the construction of the Site shall be subject to the review and approval of the Community Development Director and any of the agencies responsible for maintaining these roadways. Should any disruption to the normal flow of traffic occur during construction of the Project without prior authorization, upon written notice from the Director, all construction shall cease until the Director has provided the Owner with a written notice to proceed.
4. All landscaping shown on the approved Site Plan and the Landscaping Plan shall be continuously maintained from the date of its installation and the issuance of the Certificate of Occupancy by the Town. The Owner shall replace any and all dead or dying landscaping materials so as to maintain the quantity and quality of the landscaping shown on the approved Site Plan and Landscaping Plan.
5. The Owner shall ensure that all contractors use best management practices to reduce airborne dust and particulates during the construction of the Site.
6. All onsite dumpsters and dumpster screening shall be kept closed at all times. All required dumpsters shall be acquired from the approved franchise supplier for the Town.
7. Prior to issuance of the Certificate of Occupancy, the Applicant shall provide certification from the Landscape Architect of record that the plant installations for the Project are in accordance with the approved Site Plan and the Landscaping Plan.

- 8.** Prior to the issuance of any construction permits, the Applicant shall submit copies of all permits that are required by other agencies and have been obtained from those agencies, including but not limited to the Palm Beach County Health Department, Palm Beach County Land Development Division, South Florida Water Management District and the State of Florida Department of Environmental Protection, as applicable.
- 9.** Any revisions to the approved Site Plan, or any approved plans associated with the Project, shall be submitted to the Department of Community Development (Department), and shall be subject to its review and approval. The Department shall determine whether or not the changes are material enough to require further review by the Town Commission.
- 10.** During the building permit phase, signage permitting (window, wall, freestanding, or other) for the Project shall be submitted through the Town's permitting process under a master sign plan that ensures signage consistency in design and color scheme. A sign package illustrating all signs and their colors shall be submitted to the Department through the regular signage permitting process and shall be subject to its review and approval prior to their placement on the Site.
- 11.** Within 18 months of the effective date of this Resolution, the Owner shall initiate bona fide development and shall continue with the development of the Site through completion. Failure to do so shall render the Development Order null and void. Once initiated, the development of the Site shall be completed within 18 months.
- 12.** Prior to the issuance of a Certificate of Occupancy or Completion, the Owner shall install High-definition surveillance cameras, which capture clear facial features throughout the parking areas of the Project and along the exterior façades of the buildings on the Site. The location of the camera(s) shall be subject to the Department's and PBSO's review and approval to ensure that they capture the required components.
- 13. Cost Recovery.** All professional consulting fees and costs, including legal fees incurred by the Town in reviewing the Application and billed to the Owner shall be paid to the Town within 10 days of receipt of an invoice from the Town. The failure of the Applicant to reimburse the Town within the 10 days from the town's mailing of its invoice will result in the suspension of any further review of plans or building activities, and may result in the revocation of the approved Development Order. A certificate of occupancy will not be issued if invoices are outstanding.

## Lake Park Innovation Center – Office/Warehouse

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Site Plan Approval & Special Exception Approval

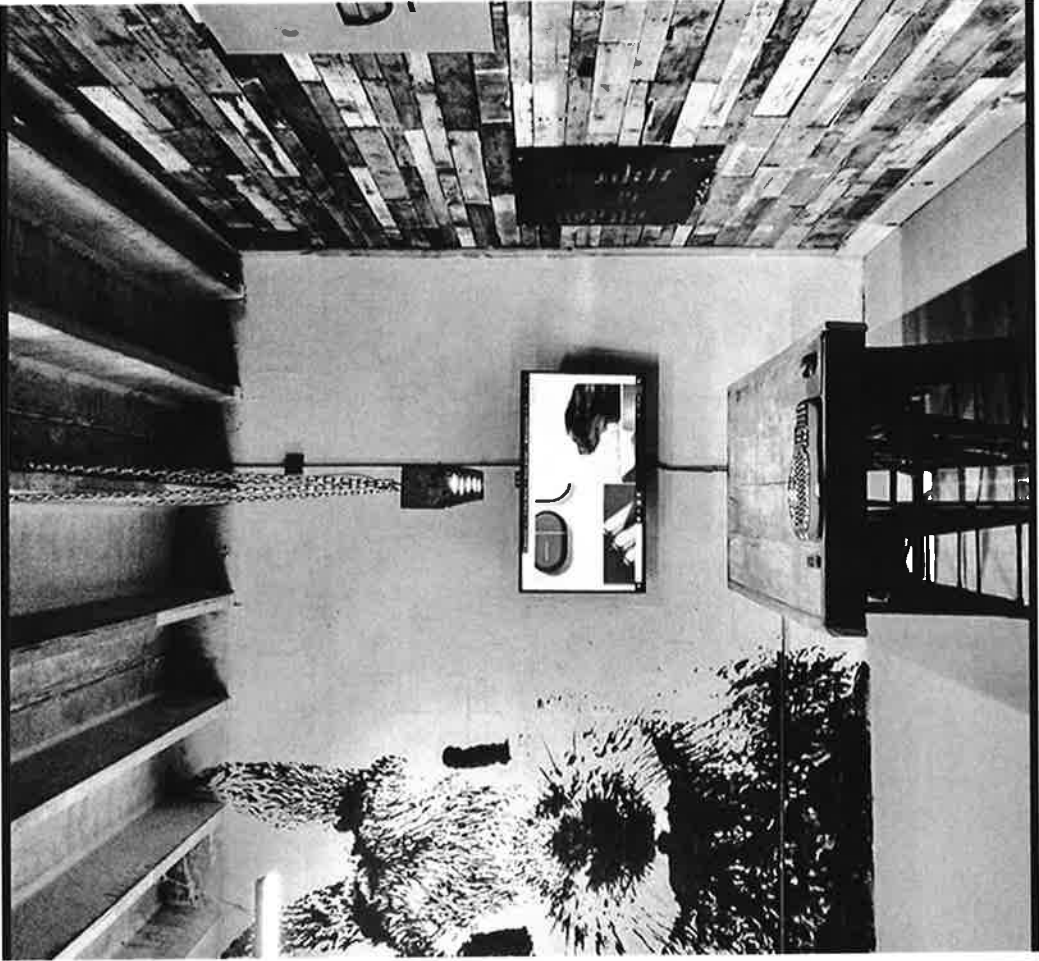
May 03, 2021

# PARKLAND

- Long history of residential investment, development and management in Palm Beach County.
- Extensive track record with small bay commercial properties
- At the forefront of new commercial

# DIVERSE AND DYNAMIC USERS

- Food and consumables
- Tech
- Design
- Fitness and well being
- Some examples...









# Project Team

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Applicant – Mr. Neil Kozokoff, President

Parkland Mgmt. Co. of So. Florida

Architect – Mr. Harold Tuttle, AIA

TI Architecture

Site Design & Entitlements – Mr. Brian Cheguis

iPlan & Design, LLC

Civil Engineer – Mr. Mark Smiley, P.E.

Smiley & Associates

Traffic Engineer – Mr. Shaun G. Mackenzie, P.E.

MacKenzie Engineering

iPLAN  
& DESIGN

# Entitlement Approval History

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- June 08, 2014 - Resolution No. 16-16-14 – Approval of a PUD Master Plan for the vacant 28.66-acre site **MASTER PLAN APPROVAL**
- October 01, 2014 - Resolution No. 33-10-14 – Approval of the Aldi Food Market Site Plan on adjacent Parcel F
- March 04, 2015 - Resolution No. 07-0301 – Approval of the RaceTrac Gasoline Station with Convenience Store and Special Exception Use on Parcel B
- October 19, 2016 - Resolution 39-09-16 – Approval of Spacebox Self Storage facility in two phases & Special Exception Use on Parcel G1
- October 18, 2017 - Resolution 87-10-17 – Approval of the Culvers Fast Food Restaurant on Parcel A2A.
- December 06, 2017 - Resolution 98-12-17 – Approval of the AutoZone Site Plan on Parcel A2B of the Congress Business Park PUD
- October 18, 2018 - Resolution 74-09-17 – Approval of an amendment to Conditions of Approval and approval of a “temporary” outdoor storage lot on Tract G1
- May 16, 2018 - Resolution 22-05-18 – Approval of the Congress Warehouse/Office project on Parcel H1 of the Congress Business Park PUD
- August 29, 2019 - Notice of Lot Split / Expiration of Resolution 74-09-17 – Recordation lot split of parent parcel G1 into developed parcel G1B (Spacebox site at 2.696 Ac.) and undeveloped parcel G1A (vacant site at 1.969 Ac.)

# Surrounding Zoning

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N, E, W & S:  
Planned Unit Development /  
Commercial 2 (C-2)



## Site Plan Context

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NEWLY CREATED LOT G1A IS CENTRALLY  
LOCATED WITHIN THE CONGRESS BUSINESS  
PARK PUD

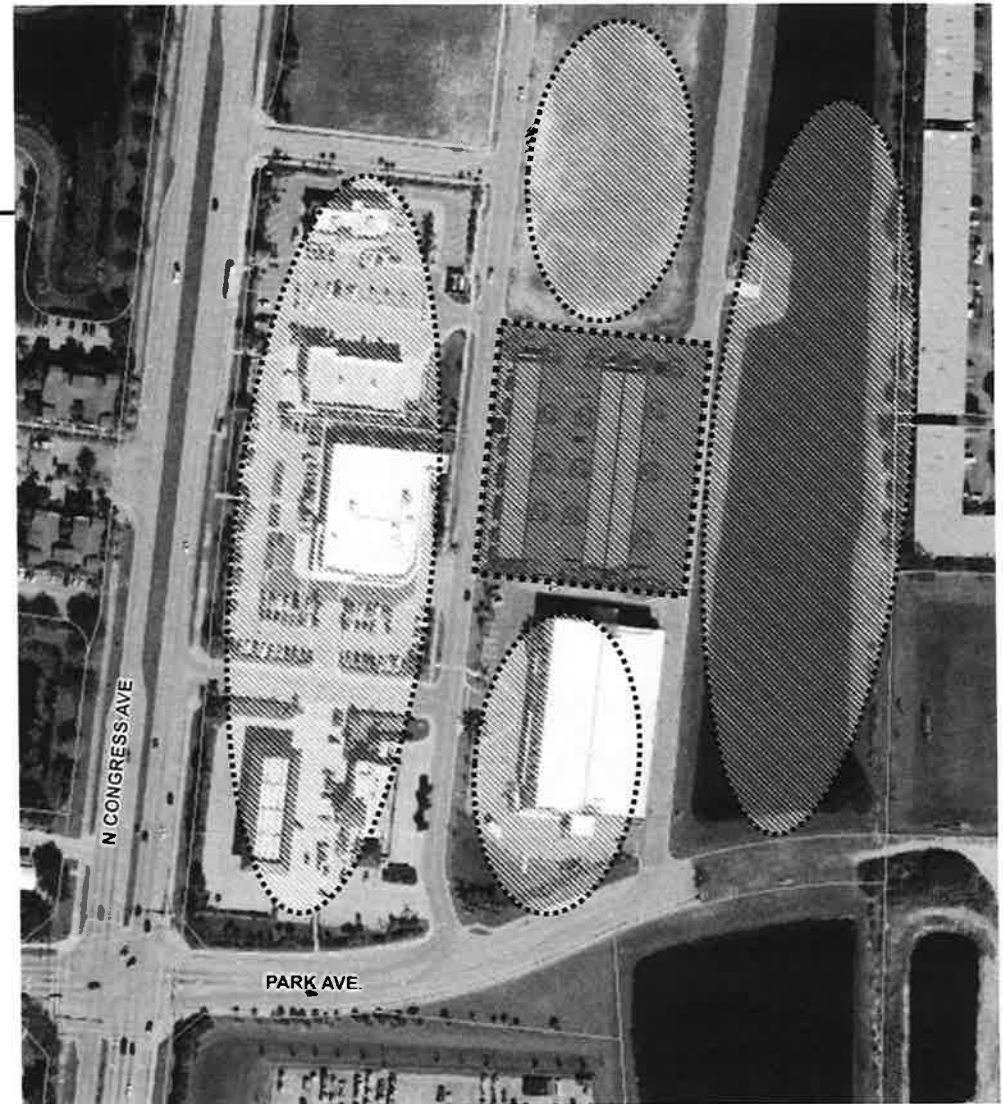
ADJACENT TO:

SPACEBOX (South);

RACE TRAC/ALDI/AUTO ZONE/CULVERS (West);

CONGRESS WAREHOUSE/OFFICE (North)

WATER MGMT. LAKE (East)



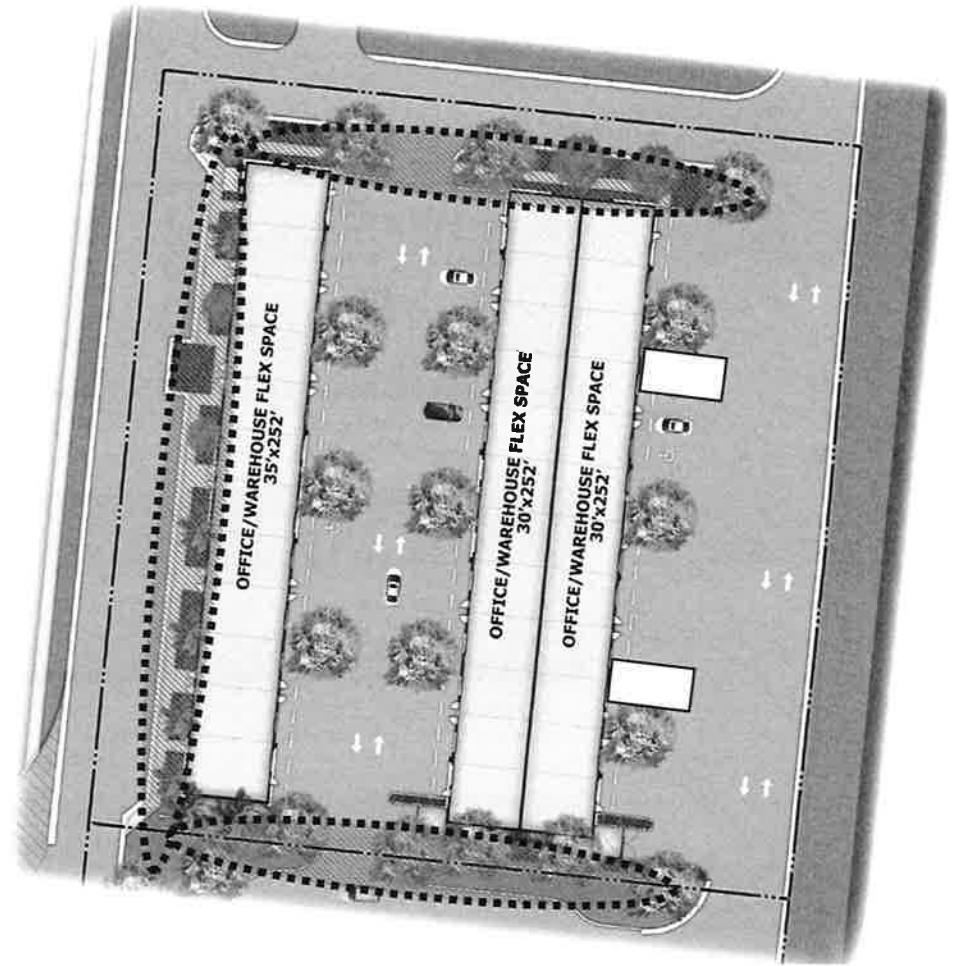
# Site Plan

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ENHANCED LANDSCAPING - N,W & S FACADES

ALL LOADING ACTIVITIES AT REAR OF EAST BUILDING

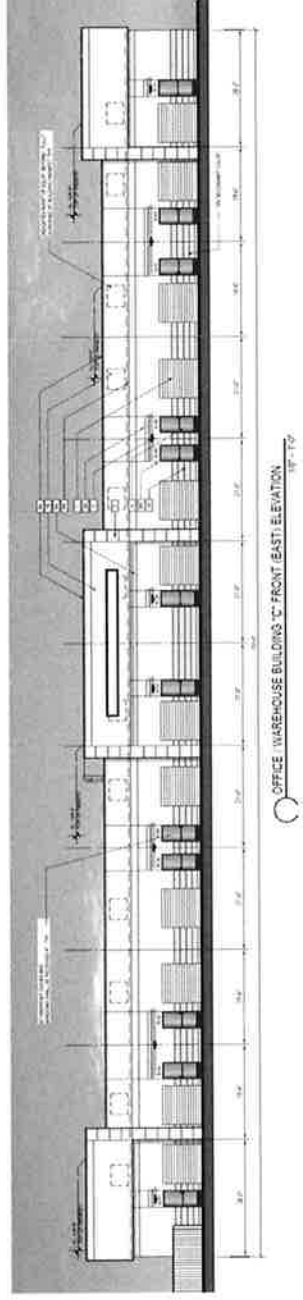
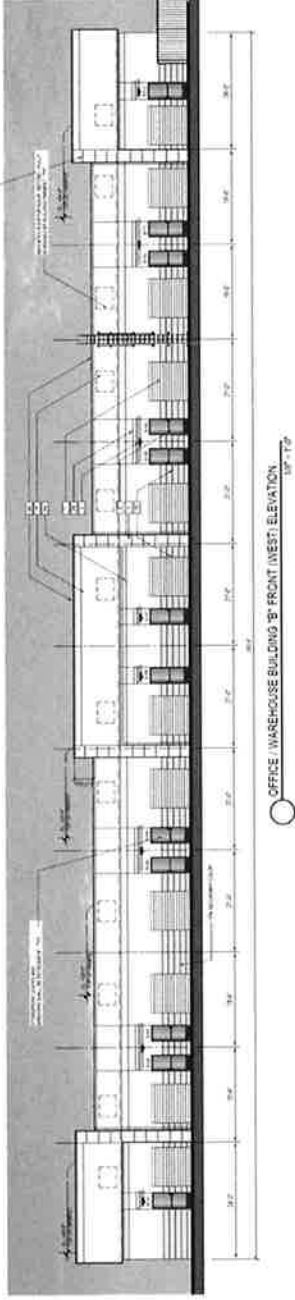
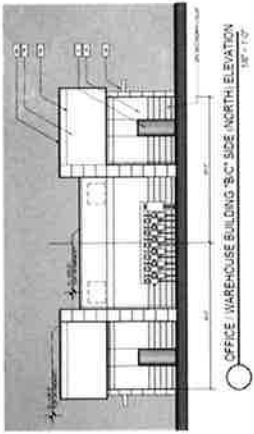
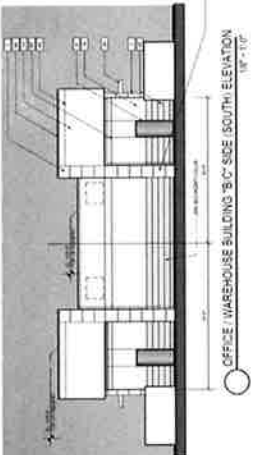
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# Architecture

MATERIAL SCHEDULE	
NO.	DESCRIPTION
1	ALABASTER
2	INTERIOR BALCONY
3	STONE VENEER
4	ALUMINUM CLADDING
5	ALUMINUM CURTAIN WALL
6	ALUMINUM WINDOW
7	ALUMINUM DOOR
8	ALUMINUM RAILING
9	ALUMINUM HANDRAIL
10	ALUMINUM SIGNAGE
11	ALUMINUM LIGHT FIXTURE
12	ALUMINUM CEILING
13	ALUMINUM FLOOR
14	ALUMINUM WALL
15	ALUMINUM ROOF
16	ALUMINUM STAIR
17	ALUMINUM ELEVATOR
18	ALUMINUM MECHANICAL
19	ALUMINUM ELECTRICAL
20	ALUMINUM PIPING
21	ALUMINUM DUCTWORK
22	ALUMINUM SIGNAGE
23	ALUMINUM LIGHT FIXTURE
24	ALUMINUM CEILING
25	ALUMINUM FLOOR
26	ALUMINUM WALL
27	ALUMINUM ROOF
28	ALUMINUM STAIR
29	ALUMINUM ELEVATOR
30	ALUMINUM MECHANICAL
31	ALUMINUM ELECTRICAL
32	ALUMINUM PIPING
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36	ALUMINUM CEILING
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43	ALUMINUM ELECTRICAL
44	ALUMINUM PIPING
45	ALUMINUM DUCTWORK
46	ALUMINUM SIGNAGE
47	ALUMINUM LIGHT FIXTURE
48	ALUMINUM CEILING
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96	ALUMINUM CEILING
97	ALUMINUM FLOOR
98	ALUMINUM WALL
99	ALUMINUM ROOF
100	ALUMINUM STAIR

Alabaster



# Northeast Perspective

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## Special Exception Request – Office/Warehouse

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The Request has been deemed consistent with all 6 special exception zoning criteria established in Sec. 78-184 of the Town's Code:

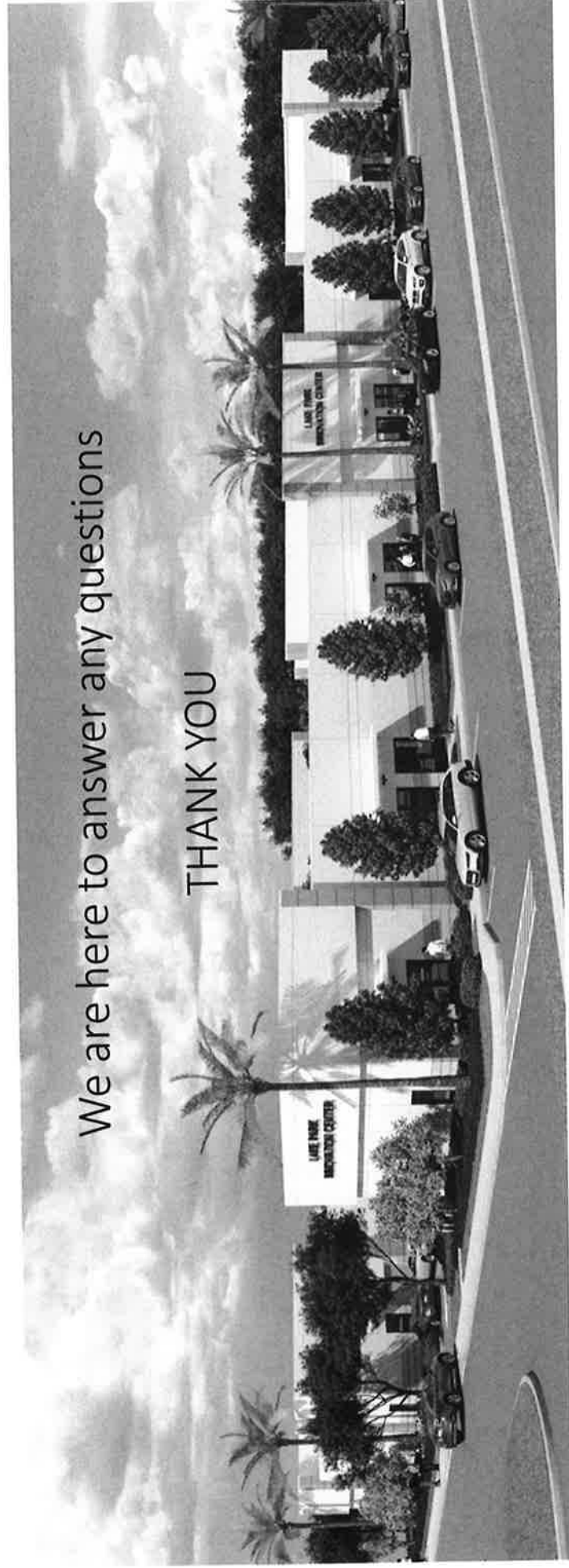
1. Consistent with Comprehensive Plan Goals, Objectives & Policies
2. Consistent with land development and zoning regulations
3. Compatible with surrounding uses/hours of operation/traffic gen.
4. Does not create a “concentration” of similar types of uses
5. No detrimental impacts based on users or operation
6. No impacts on light, air, public facilities / Positive impact on property values and redevelopment within the PUD

# Conclusion

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We are here to answer any questions

THANK YOU





Town of Lake Park  
Planning & Zoning Board Meeting  
Meeting Date: August 2, 2021 – 6:30pm  
PZ ITEM 21-007 – TOWN CODE TEXT AMENDMENT (SHEDS)

## STAFF MEMO & PROPOSED ORDINANCE

### PROPOSAL

At a prior Commission meeting, it was requested by the Town Commission that Staff research other municipal codes for commonly-used *Shed* definitions and to explore limiting sheds to 1 per residential property. Planner, Anders Viane, conducted the research and contacted several shed builders and received a pretty definitive answer on the most commonly used shed size which appears to be 8 x 10 (80 square feet-SF), with some electing larger sheds pursuant to their needs. Municipal codes were also researched:

- Riviera Beach: Code dates back to 1982 and allows for 30 percent of a required yard to be used for a shed (this can be rather large)
- Juno Beach: 2017 Code allows for a dimension of up to 12 feet (i.e. 12 x 12 = 144 SF).
- Palm Beach Gardens: 2020 Code allows for 144 SF
- Jupiter: 2010 Code allows for 144 SF
- North Palm Beach: A code reference for sheds could not be located and a conversation with the Village of North Palm Beach Planner discovered that sheds are simply not allowed in the Village.

**In light of the builders' information and the commonly used size in the municipal codes researched, Staff is recommending an increase of 120 SF to 144 SF** for the maximum allowable shed size. The definition has also been cleaned-up to provide more clarity as to its appropriateness in the residential zoning districts. Finally, the definition also limits the number of sheds per residential property to one (1).

The proposed Ordinance consists of the following:

### **ORDINANCE NO. \_\_-2021**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTION 78-2 OF CHAPTER 78, ARTICLE I, AMENDING THE DEFINITION OF THE TERM "SHED"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.**



**Town of Lake Park  
Planning & Zoning Board Meeting  
Meeting Date: August 2, 2021 – 6:30pm  
PZ ITEM 21-007 – TOWN CODE TEXT AMENDMENT (SHEDS)**

**WHEREAS**, the Town of Lake Park, Florida is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

**WHEREAS**, the Town Commission has developed zoning definitions which have been codified in Chapter 78, Articles I, Section 78-2 of the Town’s Code of Ordinances; and

**WHEREAS**, the Community Development staff has recommended that the Town Commission amend Town Code, Chapter 78, Article I, Section 78-2, to allow for flexibility in the definition of “shed” installed in residential areas.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE  
TOWN OF LAKE PARK, FLORIDA:**

**Section 1.** The whereas clauses are incorporated herein as true and correct and as the legislative findings of the Town Commission.

**Section 2.** Chapter 78, Article I, Section 78-2 of the Town Code is hereby amended to read as follows:

*Shed* means an standalone accessory structure permitted in residential zoning districts and intended to store lawn, garden, pool care equipment, or other similar items that meet the performance standards of the zoning district within which they are located. Shed with walls which do shall not exceed 8 feet and a the roof peak not to exceed 12 feet when measured from the finished grade, ~~and it~~ The total square footage of which does any shed shall not exceed 120 144 square feet. Such structures shall be limited to one per property and shall be placed in side and rear yards only. Structure materials shall be of a color and design that are compatible in relation to other structures in the immediate area. The structure shall be appropriately landscaped when viewed from a public way or neighboring property.



**Town of Lake Park  
Planning & Zoning Board Meeting  
Meeting Date: August 2, 2021 – 6:30pm  
PZ ITEM 21-007 – TOWN CODE TEXT AMENDMENT (SHEDS)**

**Section 3. Severability.**

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

**Section 4. Codification.**

The Sections of the Ordinance may be renumbered or re-lettered to accomplish such, and the word "Ordinance" may be changed to "section", "article", or any other appropriate word.

**Section 5. Repeal of Laws in Conflict.**

All Ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**Section 6. Effective Date.**

This Ordinance shall take effect immediately upon adoption by the Town Commission.

**Staff Recommendation**

**Approval.**



**Town of Lake Park  
Planning & Zoning Board Meeting  
Meeting Date: August 2, 2021 – 6:30pm  
PZ ITEM 21-008 – TOWN CODE TEXT AMENDMENTS (R-2 District)**

### **STAFF MEMO & PROPOSED CODE MODIFICATIONS**

#### **PROPOSAL**

It was recently brought to Staff's attention that the R-2 zoning district requires some housekeeping. The R-2 District is a multi-family residential district as identified in the enclosed Town Official Town Zoning Map. This district is intended to house multi-family type development such as, in part, duplexes, triplexes, apartment buildings and townhouses. Multi-family development projects (as are intended for in this district) are generally identified as projects containing more than one dwelling unit within one or more parcels of land that either retain single ownership or are sold under multiple ownership scenarios. This is in line with townhouse cluster developments ( a use that is already identified as a multi-family use in the Town Code and that is already permitted in the R-2 District). These uses require the ability to develop on smaller lots and with the utilization of interior zero lot lines (i.e. interior zero foot setbacks), without which, their development is technically unfeasible.

Consequently, the intent of this agenda item, is to specifically identify townhouse development clusters in the R-2 district in some of the respective land development regulations, since 'Townhouse' is already defined in Town Code Section 78-2 as a type of multi-family dwelling that is already a permitted use in Town Code Section 78-65 for the R-2 District (as identified herein). The definition also already intends for townhouses to develop in clusters with the ability to have individual townhouse lots therefore, the proposed amendments simply serve to clean up the language so that townhouse developments and other similar multi-family developments can be built and operate efficiently and as intended. The proposed amendments do not change the intent of the Code or zoning district in any way and preserve the perimeter buffers required for screening from neighboring lots.

#### **Staff Recommendation**

#### **Approval.**

**See next page for proposed Town Code amendments and the Townhouse definition. The Official Town of Lake Park Zoning Map is also enclosed.**

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## Sec. 78-2. Definitions.

(...)

*Townhouse* means a single dwelling unit in a group of such units that are attached horizontally in a linear arrangement to form a single building, with each unit occupying space from the ground to the roof of the building, and located or capable of being located on a separate townhouse lot. A townhouse development is considered a type of multifamily dwelling.

## Sec. 78-66. R-2 residence districts.

Within R-2 residence districts, the following regulations shall apply:

(...)

- (3) *Building site area.* Every parcel of land on which a dwelling structure is erected shall have an area of not less than the following:
- a. Single-family dwellings, 7,500 square feet.
  - b. Two-family duplex dwellings, 10,000 square feet.
  - c. Three-family dwelling, 12,000 square feet.
  - d. Structures have more than three dwelling units, 2,000 square feet for each additional unit added to the base of 12,000 square feet.
  - e. Townhouse clusters, pursuant to the number of dwellings as provided for above; the total required building site area shall be met on either a single parcel or a group of parcels composing the townhouse cluster. Townhouse clusters shall consist of two or more townhouses as defined in section 78-2 and may be constructed upon a single platted lot or multiple individual lots pursuant to subsection f. below.
  - f.
  - ~~1-~~ The minimum width of lot at the building line shall be 75 feet for interior lots and 100 feet for corner lots, except in townhouse cluster developments whereby these standards shall apply to the overall townhouse cluster development site. Individual townhouse lots shall not be limited.
  - g. \_\_\_\_\_
  - ~~2-~~ No building or structure with its accessory buildings shall occupy more than ~~65~~0 percent of the lot or parcel area, exclusive of front and side yards.

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(...)

- (5) *Yard regulations.*

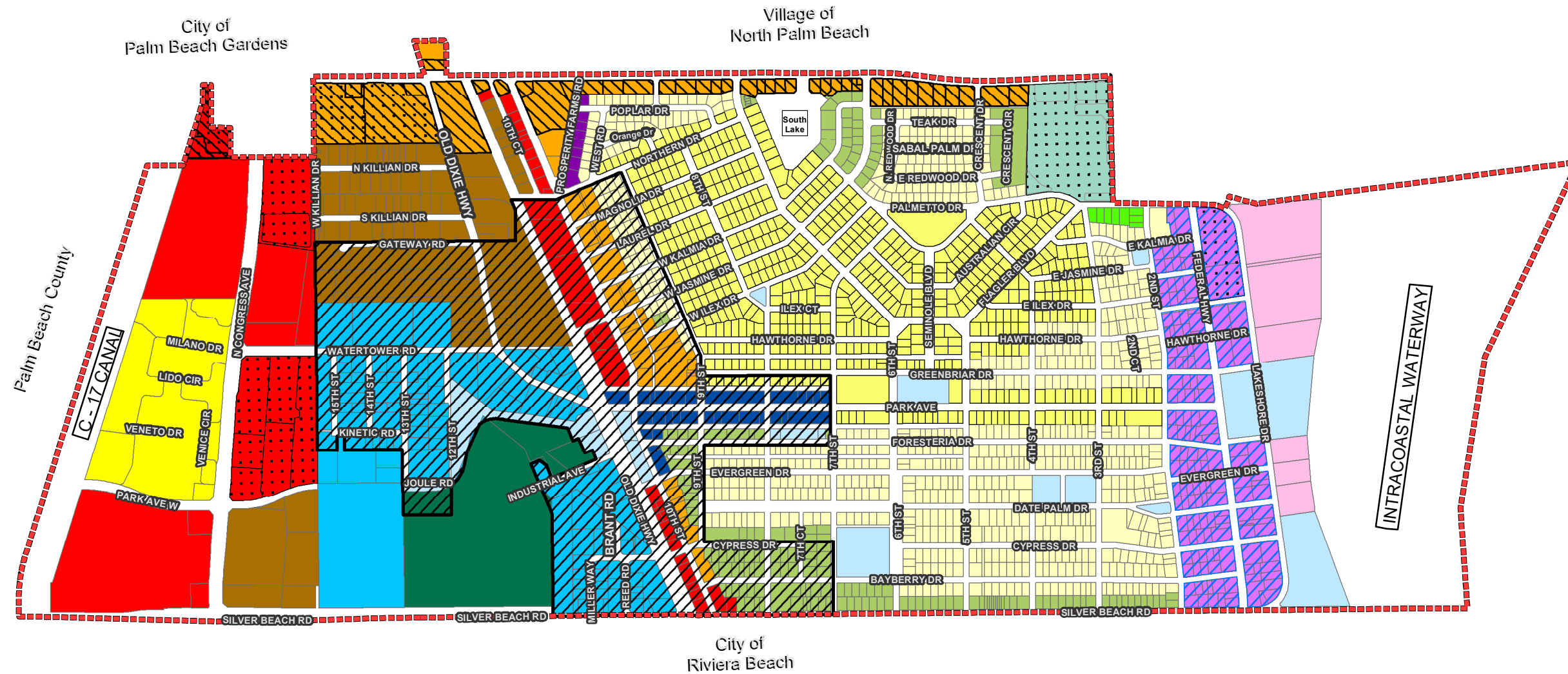
- a. *Front yard.* There shall be a front yard of not less than 30 feet measured from the street or highway or highway right-of-way line to the front wall of the building or structure except in those blocks in which a 25-foot front yard has already been established. On "thru" lots having frontages on two streets, the required front yard shall be provided on both streets.

- 
- b. *Side yard.* There shall be a side yard on each side of the principal building having a width of not less than ten feet. On a corner lot, there shall be a side yard of not less than 15 feet from the property line of the intersecting street. For townhouse clusters, the interior lot lines resulting from the interior townhouse lot lines shall not have a required setback.
- c. *Rear yard.* There shall be a rear yard of not less than seven feet measured from the rear lot line to the rear wall of the building, or to a permanent part of the building which projects from or over the rear wall of the building, if such projection occurs.





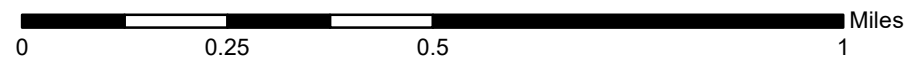
# Lake Park Zoning Map



## Legend

- TOWN BOUNDARY
- Planned Unit Development Overlay
- NBOZ Overlay
- CRA Overlay
- FHMUDO Federal Highway Mixed Use District Overlay
- Zoning**
- C1 BUSINESS DISTRICT
- C1B NEIGHBORHOOD COMMERCIAL DISTRICT
- C2 BUSINESS DISTRICT
- C3 BUSINESS DISTRICT
- C4 BUSINESS DISTRICT
- CONSERVATION
- MU MIXED USE
- P PUBLIC DISTRICT
- PADD PARK AVENUE DOWNTOWN DISTRICT
- R1 SINGLE FAMILY RESIDENCE DISTRICT
- R1A SINGLE FAMILY RESIDENCE DISTRICT
- R1AA RESIDENCE DISTRICT
- R2 MULTIPLE FAMILY RESIDENCE DISTRICT
- R2A MULTIPLE FAMILY RESIDENCE DISTRICT
- R1B TWO FAMILY RESIDENCE DISTRICT
- TND TRADITIONAL NEIGHBORHOOD DEVELOPMENT

Nadia Di Tommaso - Director  
 Community Development Department  
 Town of Lake Park  
 535 Park Ave., Lake Park, FL 33403  
 561-881-3319 561-881-3323 (fax)  
 nditommaso@lakeparkflorida.gov



Map Date: 10/12/2020

