



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, March 6, 2019,
Immediately Following the
Community Redevelopment Agency
Board Meeting,
Lake Park Town Hall
535 Park Avenue

Michael O'Rourke	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Anne Lynch	—	Commissioner
Roger Michaud	—	Commissioner
<hr/>		
John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, CMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this 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 881-3311 at least 48 hours in advance to request accommodations.*

A. **CALL TO ORDER/ROLL CALL**

B. **PLEDGE OF ALLEGIANCE**

C. **SPECIAL PRESENTATIONS/REPORTS**

None

D. **PUBLIC COMMENT:**

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

E. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of

these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda. Any person wishing to speak on an agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

1. Regular Commission Meeting Minutes of February 6, 2019. Tab 1
2. Special Call Planning & Zoning Board and Town Commission Workshop Minutes of February 20, 2019. Tab 2
3. Regular Commission Meeting Minutes of February 20, 2019. Tab 3
4. Community Redevelopment Agency Annual Report for Fiscal Year 2017/2018. Tab 4

F. PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:
None

G. PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:
None

H. OLD BUSINESS:
5. Request for Additional Funding for Voice over Internet Protocol (VoIP) Tab 5

I. NEW BUSINESS:
6. Discussion of Possible Ballot Language for the 2020 Municipal Election Regarding Taxation and Repeal of the Town Code Chapter 28 – Taxation Which Expires on March 9, 2019. Tab 6

J. PUBLIC COMMENT:
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K. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

L. REQUEST FOR FUTURE AGENDA ITEMS:

M. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on Wednesday, March 20, 2019

Consent Agenda

TAB 1



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: March 6, 2019

Agenda Item No.

Agenda Title: Regular Commission Meeting Minutes of February 6, 2019

- SPECIAL PRESENTATION/REPORTS **CONSENT AGENDA**
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS
- OTHER: _____

Approved by Town Manager  **Date:** 2-27-19

Vivian Mendez, Town Clerk
 Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Agenda Minutes Exhibits "A-B"
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case , Please initial one.

Recommended Motion: To approve the Regular Commission Meeting Minutes of February 6, 2019.



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A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS/REPORTS

1. Proclamation Recognizing Eating Disorders Awareness Week as February 25 – March 3, 2019.

Tab 1

2. Announcement of Extended Deadline for the Town Grant Making Program for Fiscal Year 2019.

Tab 2

3. Presentation of the Proposed Approach and Method for the Development of a New Stormwater Masterplan, from the Firm of Water Resource Management Associates (WRMA).

Tab 3

D. PUBLIC COMMENT:

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4. Community Redevelopment Agency and Town Commission Third Park Avenue Downtown District Workshop Minutes of January 14, 2019. Tab 4

5. Community Redevelopment Agency and Town Commission Workshop to Discuss Hackathon Topics Meeting Minutes of January 14, 2019. Tab 5

6. Regular Commission Meeting Minutes of January 16, 2019. Tab 6

7. Traffic Calming Workshop Minutes of January 19, 2019. Tab 7

8. Resolution No. 13-02-19 First Amendment to Interlocal Agreement for Lake Park Fiber Optic Installation and Services for Lambda Rail with Palm Beach County Information System Services (PBCISS) to Add 2 New Locations at 800 Park Avenue and 700 6th Street Palm Beach County Sheriff's Office (building). Tab 8

9. Resolution No. 14-02-19 Assigning Poll Workers for the General Election to be held on March 12, 2019 for Commissioners. Tab 9

10. Resolution No. 15-02-19 Authorizing the Mayor to Proceed with Executing a Three Year Agreement with Custom Cleaning and Management Services Corporation for the Provision of Budgeted Custodial Services for Town Hall, PBSO District 10 Substation, Public Works Department, Library, Lake Park Harbor Marina, Lake Shore Park Public Restrooms, and Kelsey Park Public Restrooms. Tab 10

11. Resolution No. 16-02-19 Authorizing the Town Manager to pay for the Cost of Replacement for Electronic Locks and Installation for the Marina Fund. Tab 11

F. BOARD MEMBERSHIP:

12. Re-Appointment Request for Tony Bontrager on the Library Board Tab 12

- G. **PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:**
13 .Ordinance No. 01-2019 Amending sections 6-3, 6-5, and 6-6 of Chapter 6, Related to the Consumption, Possession, and Sale of Alcoholic Beverages in the Town of Lake Park. Tab 13

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTIONS 6-3, 6-5 AND 6-6 OF CHAPTER 6, RELATED TO THE CONSUMPTION, POSSESSION AND SALE OF ALCOHOLIC BEVERAGES IN THE TOWN OF LAKE PARK; PROVIDING FOR THE CREATION OF A NEW SECTION 6-7 TO BE ENTITLED "PENALTY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

- H. **PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:** None
- I. **NEW BUSINESS:**
14. Resolution No. 17-02-19 Authorizing the Development of a New Stormwater Master Plan with Water Resource Management Associates (WRMA). Tab 14
- J. **PUBLIC COMMENT:**
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- K. **TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:**
- L. **REQUEST FOR FUTURE AGENDA ITEMS:**
- M. **ADJOURNMENT:**

Next Scheduled Regular Commission Meeting will be held on Wednesday, February 20, 2019



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, February 6, 2019, 8:06 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, February 6, 2019 at 8:06 p.m. Present were Mayor Michael O'Rourke, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, Anne Lynch, Roger Michaud, Town Manager John O. D'Agostino, Attorney Thomas Baird, and Town Clerk Vivian Mendez.

Town Clerk Mendez performed the roll call and Vice-Mayor Glas-Castro led the pledge of allegiance.

SPECIAL PRESENTATIONS/REPORTS:

1. Proclamation Recognizing Eating Disorders Awareness Week as February 25 – March 3, 2019.

Mayor O'Rourke presented Ms. Sarea Foley, Events and Community Partnership Coordinator with The Alliance for Eating Disorders Awareness. She thanked the Commission and the community for their support.

2. Announcement of Extended Deadline for the Town Grant Making Program for Fiscal Year 2019.

Assistant Town Manager/Human Resources Director Bambi Turner explained that on December 13, 2018, the Town posted the announcement of the availability of funding through its Grant Making Policy with a mandatory pre-application conference scheduled to take place on January 15, 2019 and the application deadline of 5:00 p.m. on February 1, 2019. To provide potential applicants additional time within which to attend the mandatory pre-application conference and submit applications to the Town's grant making program, at its January 16, 2019 meeting, the Town Commission extended the application deadline for this program to 5:00 p.m. on March 1, 2019. The Town will continue to accept applications up until the application deadline. Another mandatory pre-application conference has been scheduled for 2:00 p.m. on February 13, 2019. Only those entities that have attended this mandatory pre-application conference will be eligible to submit applications to this program. Updated announcements have been posted to the Town's website with instructions and forms of the Town's Grant Making Program Application. It was re-iterated that mandatory pre-application conference date was February 13, 2019 at 2:00 p.m. for those interested in submitting an application for the Grant Making Program.

3. Presentation of the Proposed Approach and Method for the Development of a New Stormwater Masterplan, from the Firm of Water Resource Management Associates (WRMA).

Mr. Raul Mercado, Principal Engineer and Lead Project Manager and Michael Mercado, Deputy Project Manager for Water Resource Management Associates gave comprehensive Stormwater Masterplan Approach and Method Presentations (see Exhibit “A”). Discussion ensued regarding the proposed Stormwater Master Plan vision, project timeline reports, outreach and communication, “Green Street”, funding, and alternatives. The Commission thanked Mr. Mercado and staff for the presentation.

PUBLIC COMMENT: None

CONSENT AGENDA:

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5. Community Redevelopment Agency and Town Commission Workshop to Discuss Hackathon Topics Meeting Minutes of January 14, 2019.

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9. Resolution No. 14-02-19 Assigning Poll Workers for the General Election to be held on March 12, 2019 for Commissioners.

10. Resolution No. 15-02-19 Authorizing the Mayor to Proceed with Executing a Three Year Agreement with Custom Cleaning and Management Services Corporation for the Provision of Budgeted Custodial Services for Town Hall, PBSO District 10 Substation, Public Works Department, Library, Lake Park Harbor Marina, Lake Shore Park Public Restrooms, and Kelsey Park Public Restrooms.

11. Resolution No. 16-02-19 Authorizing the Town Manager to pay for the Cost of Replacement for Electronic Locks and Installation for the Marina Fund.

Motion: Vice-Mayor Glas-Castro moved to approve the consent agenda; Commissioner Flaherty seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O’Rourke	X		

Motion passed 5-0.

BOARD MEMBERSHIP:

12. Re-Appointment Request for Tony Bontrager on the Library Board

Motion: Vice-Mayor Glas-Castro nominated Mr. Bontrager to be re-appointed to the Library Board as a regular member; Commissioner Flaherty seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 5-0.

PUBLIC HEARING(S) – ORDINANCE ON FIRST READING:

13 .Ordinance No. 01-2019 Amending sections 6-3, 6-5, and 6-6 of Chapter 6, Related to the Consumption, Possession, and Sale of Alcoholic Beverages in the Town of Lake Park.

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Town Manager D'Agostino explained the item (see Exhibit "B").

Motion: Commissioner Michaud moved to approve Ordinance 01-2019 on first reading; Commissioner Lynch seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 5-0.

Town Attorney Baird read the Ordinance by title only.

PUBLIC HEARING(S) – ORDINANCE ON SECOND READING:

None

NEW BUSINESS:

14. Resolution No. 17-02-19 Authorizing the Development of a New Stormwater Master Plan with Water Resource Management Associates (WRMA).

Motion: Commissioner Michaud moved to approve Resolution 17-02-19; Commissioner Lynch seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 5-0.

PUBLIC COMMENT: **None**

FUTURE AGENDA ITEMS: **None**

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird had no comments.

Town Manager D'Agostino provided several updates.

Commissioner Lynch had no comments.

Commissioner Michaud had no comments.

Commissioner Flaherty had no comments.

Vice-Mayor Glas-Castro asked how long would it take to cover up the swale on her street. Public Works Director Scherle stated that it would take two-weeks to complete the relocation of the trees that were removed from the swale and re-sod it.

Mayor O'Rourke had no comments.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Michaud and seconded by Commissioner Flaherty, and by unanimous vote, the meeting adjourned at 9:44 p.m.

Mayor Michael O'Rourke

Town Clerk, Vivian Mendez, CMC

Town Seal

Approved on this _____ of _____, 2019

COMPREHENSIVE STORMWATER MASTERPLAN APPROACH AND METHOD PRESENTATION

TOWN OF LAKE PARK COMMISSION MEETING
FEBRUARY 6, 2019



Presented By:



Raul Mercado, PE, CFM

Principal Engineer, Lead Project Manager

Michael Mercado, PE

Deputy Project Manager

Exhibit "A"

TOWN OF LAKE PARK, FLORIDA

- **The first zoned municipality in Florida (1923)**
- **Area: 2.5 square miles**
- **Population: Approximately 9,000 residents**
- **Fully developed by 1980's**
- **The Town's inner core is made up of older residential and commercial neighborhoods in need of revitalization**

CURRENT DRAINAGE SYSTEM

- **Drainage system consists mostly of grassed swales for conveyance of runoff to catch basins and underground pipes.**
- **Discharging through 10 major outfalls to the Intracoastal Waterway (IWW) and the C-17 Canal.**
- **Aging drainage infrastructure is failing at a faster rate.**
- **Climate change and environmental stressors pose a challenge to the drainage system capacity to handle storm events of both small and large magnitude.**

CURRENT STORMWATER MASTERPLAN

- **1986 Stormwater Masterplan**

Updated 1993 and 1995

- **2008 Stormwater Management Utility fee**

Developed without taking into account the expenditures of a long-term and comprehensive CIP and its funding mechanism.

Current utility rate structure cannot generate sufficient income to fund the 1996 \$6.37 million CIP recommended program (\$9,636,747.06 in 2018 dollars)

NEW STORMWATER MASTER PLAN GOALS

- **Provide Long-Range stormwater management planning tool or “Road Map”.**
- **Allow for the rehabilitation of the existing drainage system infrastructure over the next 20 years.**
- **Forward looking approach and a framework through sustainable re-development practices.**
- **"Phased" Capital Improvement Program (CIP) for project implementation based on an analysis of current and projected funding sources (Annual Utility Revenues, Bonding, Grants, etc.).**

COMMUNITY REDEVELOPMENT AGENCY VISION

- Achieve a sense of place.
- Development that is compatible with surrounding neighborhoods.

The image shows a flyer for 'New Regulating Plans' for Vision Lake Park. On the left is a detailed zoning map with a legend. The legend includes categories such as 'RESIDENTIAL', 'COMMERCIAL', 'INDUSTRIAL', and 'PARK'. The map shows various colored zones overlaid on a street grid. On the right side of the flyer, there is a logo for 'VISION LAKE PARK' with the word 'VISION' in large, colorful letters. Below the logo, the text reads: 'DEVELOPMENT OPPORTUNITIES NOW IS THE TIME TO INVEST! SCHEDULE A MEETING TO FIND OUT MORE (561)881-3319 or NDI@tommaso@lakeparkflorida.gov Visit: www.visionlakepark.com'. In the top right corner of the flyer is the official seal of the City of Lake Park, Florida.

- Complete Streets Vision and Design (Enhance character of the community - pedestrian, bicycle and vehicular accessibility and connectivity).
- Preservation of potentially historic resources.

TOWN OF LAKE PARK UNIQUE CHARACTERISTICS

- The percentage of renters was 50.5%;
- Influx of young people aged 18-35 to Lake Park.
- An emerging arts scene
- Affordable housing opportunities
- Access to waterfront

These trends have made the Town of Lake Park an attractive area for millennials and younger generations

STORMWATER MASTER PLAN OPPORTUNITIES

The SWMP can be a vehicle to achieve:

- **The Town's Vision**
- **Attract younger residents and new businesses**
- **Particularly millennials and first-time homeowners.**

STORMWATER MASTER PLAN OPPORTUNITIES

Wide Residential Corridors

Promote sustainability as well as provide physical interception and treatment of stormwater runoff.

- **Aesthetic enhancement to residential corridors (Pedestrian and bicycle friendly streetscaping improvements)**
- **Green Infrastructure-based (GreenStreets)**
- **Climate change-resilient (Enables adoption of sustainable, resilient and environmentally friendly drainage regulations and policies)**

PROPOSED 2019 WRMA STORMWATER MASTERPLAN

- 1. Project Management**
- 2. Outreach & Communication**
- 3. Data Collection**
- 4. Water Resources Engineering Science**
- 5. Climate Change and Sea Level Rise Assessment**
- 6. Operations and Maintenance Program Review**
- 7. Community Rating System (CRS) Program Review**
- 8. Stormwater Utility Administration and Funding Sources**
- 9. Alternatives Analysis**
- 10. Stormwater Master Plan Report**

Project Delivery: 12 months

Pilot Project Recommendation: A Green Street

PROJECT MANAGEMENT

- **Project Management**

A single point of contact/accountability to the Town District.

Project Manager (and Lead H&H Modeling Engineer) - **Raul Mercado, PE, CFM**
35 years experience performing and managing water resources projects at the local, state & federal levels.

Assistant Project Manager (and Lead Design Engineer) – **Michael Mercado, PE**
10 years experience in drainage engineering design

- **Communication – Coordination and Reporting**

Clear, concise coordination and progress monitoring/reporting.

- **Accounting/Finance – Meeting Budgets**

Time management/cost control.

- **Quality Assurance and Quality Control**

Meeting project deadlines and client expectations.

OUTREACH & COMMUNICATION

The Stormwater Masterplan will be Developed through a collaborative, stakeholder-inclusive process

- Built upon the program mission and stakeholder-defined goals to articulate strategic objectives.
- Objectives translate into manageable and measurable stormwater initiatives, services, activities, and projects.

Two committees to be formed

- Technical Advisory Committee (TAC)
- Stormwater Policy Committee (SWPC)

Meetings will be held throughout the course of the project to keep the committees informed

DATA COLLECTION & WATER RESOURCES ENGINEERING SCIENCE

- **Data Cataloguing**
 - WRMA will apply Asset Management (AM) principles for inventory and cataloguing of the stormwater
- ***LiDAR Data Management***
 - Latest Palm Beach County-acquired LiDAR
- **GIS/CAD**
 - GIS Basemap Development
- **H&H Modeling, Stormwater Management, Drainage LOS and Flood Control**
 - Hydrologic and hydraulic modeling, FEMA Floodplain Review
- **Water Quality**
 - NPDES/MS4 Assessment

CLIMATE CHANGE & SEA LEVEL RISE ASSESSMENT

Green Infrastructure for Climate Change Abatement

- **Perform Vulnerability, Risk and Adaptability Assessment** for use in stormwater CIP planning
- **Decentralize stormwater infrastructure** to create opportunities to build resilience and redundancy into urban planning and design
- **Integrate Best Management Practices (BMPs)** in stormwater management Town-wide through new EPA-based G3 Initiative design standards (Green Infrastructure (GI), Low Impact Development (LID))

EPA's G3 INITIATIVE

Green Streets, Green Jobs, and Green Towns (G3)

- **Investing in Green Streets will update the Town's stormwater infrastructure to meet 21st century standards**
- **Green Streets will be the catalysts for a new "Green Jobs" industry**
- **Green Streets will create demand for innovation**
- **Green Streets will make the coastal Town more sustainable and better prepared to adapt to climate changes.**

INTEGRATED G3 BEST MANAGEMENT PRACTICES

-Small scale practices, close to the runoff source-

- **Public ROW's** - Bioretention, bioswales
pervious pavement, water harvesting tree pits
- **Private property** - RainScapes – rain barrels, rain gardens, conservation Landscapes, urban trees
- **Buildings** - Green roof/ vegetated roof systems

OPERATIONS & MAINTENANCE PROGRAM REVIEW

- **O&M Stormwater Inspection Program Review**
- **O&M Stormwater Rehabilitation Practices Review**
- **Applying Asset Management-Based Principles**

COMMUNITY RATING SYSTEM (CRS) PROGRAM REVIEW

- **Current Program Activities**
- **Additional Activities Support**
- **Effectively leverage SWMP activities for CRS points with the goal of achieving a lower rating (currently at 8).**

STORWATER UTILITY ADMINISTRATION AND FUNDING SOURCES

- **Stormwater Utility Program Review**
Number of users, the mechanism to assess the fee, and the funding sources.
- **Stormwater Utility Fee Structure Review**
Equivalent Stormwater Unit (ESU)
- **Alternative Funding Analysis**
Additional sources of funding (Grants, Bonds)

(WRMA assisted the Martin County Local Mitigation Strategy (LMS) and the SFWMD with preparation of five (5) HMGP applications for 2004-2005 Presidential Declarations worth \$13.5 million)

ALTERNATIVES ANALYSIS

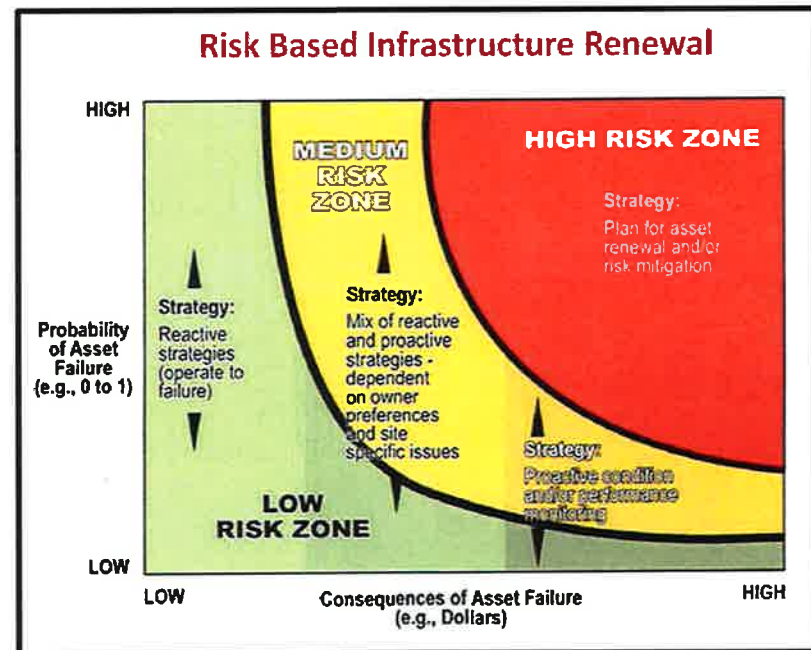
- **Level of Service (LOS) H&H Modeling Analysis**
- **Flooding will be assessed at the local level (Nuisance Flooding)**
- **Flooding will be assessed at the basin level (Flooding LOS)**
- **As a function of climate change (Coastal /Sea Level Rise, and for increasing storm event intensities & duration (flooding frequency))**

Development & Evaluation of Alternatives

- **WRMA will identify priority areas (flooding or water quality problems exist).**
- **WRMA will identify areas where intense growth is likely, land uses will be changed in future (Such as in the Vision, CRA planning area).**
- **WRMA will formulate potential stormwater drainage system rehabilitation strategies and evaluate their effectiveness in alleviating flooding and water quality problems.**
- **WRMA will meet and discuss pertinent permitting issues of proposed alternatives with SFWMD/FDEP regulatory staff.**

Alternative Design Prioritization

- A priority ranking system will be developed for problem areas based on the RLAA, LOS analysis, potential for harm to human, life, possible degradation of the environment, and magnitude of anticipated annual damages.
- In addition to B/C analysis, WRMA will apply Asset Management concepts of Condition vs. Criticality to prioritize proposed improvements.
- Prepare cost estimates for engineering, construction, contingency, O&M costs, time phasing requirements.
- Identify capital improvement needs based on a 20-year time frame and recommend projects based on 5-year increments.



STORMWATER MASTER PLAN REPORT

- **Draft SWMP Report**

The Draft SWMP report will culminate with a presentation of the preliminary rehabilitation design alternatives to the Town management and officials for public discussion and funding.

- **Final SWMP Report**

Upon acceptance of a final Draft Report, WRMA finalize the remaining sections of the Final SWMP technical report.

- **Pilot Project Recommendation**

WRMA will recommend the immediate implementation of a “Green Street” segment pilot project (Product Delivery)

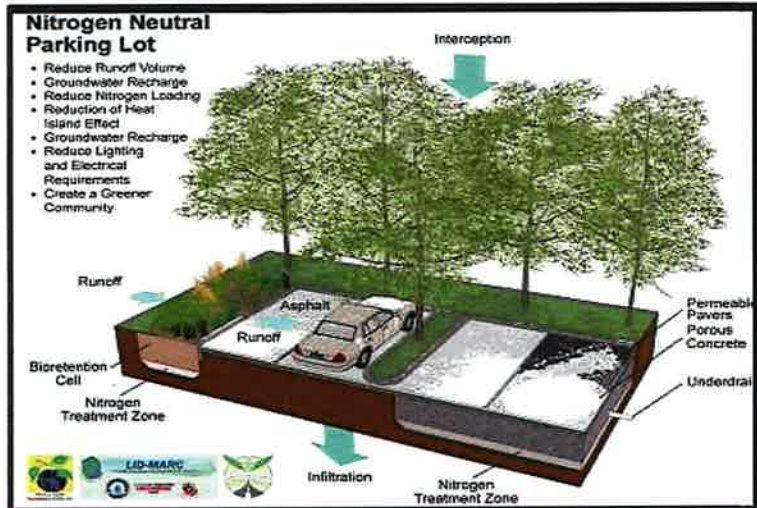
GREEN INFRASTRUCTURE / GREEN STREETS



BIO-SWALES

- Intercepts stormwater prior to discharge into public system
- Treats stormwater at the source prior to entering public system
- Reduces quantity of stormwater entering the public stormwater system and improves water quality of discharges.
- Improves aesthetics of public corridors

BIOFILTRATION



All of the islands are connected and drain to the FocalPoint at the far end of the conveyance swale.

- = Ponding Storage
- = FocalPoint Flow Thru

Pipe connecting islands.



MICRO-BIORETENTION



PARKING LOTS

- **Intercepts stormwater prior to discharge into public system**
- **Treats stormwater at the source prior to entering public system**
- **Can be integrated into land development regulations for proposed public and commercial development and re-development projects.**

RAIN-HARVESTING TREES



TREE HYDROLOGY

TREE BOXES AND ROOT PITS

- Ideal for space-limited sites with good drainage;
- Reduce stormwater runoff flow rate, volume, temperature and pollutants, and recharge groundwater;
- Infiltration planters can be attractive, and are easily integrated into the overall landscape design;
- Provide energy benefits when sited near building walls.



PERVIOUS PAVEMENTS AND ROOFS



PERMEABLE PAVERS



GREEN ROOFING



RAIN GARDENS



ON PRIVATE PROPERTY



- Incentive programs and competitions can be developed to encourage participation among residential & commercial property owners.

- Intercepts stormwater prior to discharge into public system.

- Treats stormwater at the source prior to entering public system.

- Contributes to the Green Street Concept and can improve aesthetics of residential areas.

RAIN BARRELS



60 Gallon Rain Barrel
By Great American Rain Barrel

\$82.99 ~~\$119.00~~

RAIN BARRELS

- Utilized on public & private property;
- Used to intercept stormwater from roof letdowns;
- Stormwater is either stored for watering or is redirected into lawns or preferably rain gardens;
- Can be implemented at minimal cost to town;
- Some municipalities have implemented programs to provide rain barrels for free to their rate payers on a first come/first serve basis;



QUESTIONS

???





Exhibit "B"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 6, 2019

Agenda Item No.

Agenda Title: AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTIONS 6-3, 6-5 AND 6-6 OF CHAPTER 6 OF THE TOWN CODE RELATED TO THE CONSUMPTION, POSSESSION AND SALE OF ALCOHOLIC BEVERAGES IN THE TOWN OF LAKE PARK; PROVIDING FOR THE CREATION OF SECTION 6-7 TO BE ENTITLED "PENALTY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

- SPECIAL PRESENTATION/REPORTS CONSENT AGENDA
 BOARD APPOINTMENT OLD BUSINESS
 ORDINANCE ON 1st READING
 NEW BUSINESS
 OTHER: _____

Approved by Town Manager *[Signature]* Date: 1-29-19

Nadia Di Tommaso / Community Development Director *[Signature]*
Name/Title

Originating Department: Community Development	Costs: \$ Legal Review Funding Source: Acct. # 108 <input type="checkbox"/> Finance <u><i>[Signature]</i></u>	Attachments: Ordinance <u>1</u> -2019
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required on 1st reading	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <i>ND</i> Please initial one.

Summary Explanation/Background:

UPDATE: This Ordinance was considered by the CRA Board/Town Commission at a joint workshop that was held on January 14, 2019. It was requested that Section 6-3, subsection (b) be modified so that it only applies to privately-owned parking lots and that the signage requirement only apply to establishments with liquor licenses that do not permit

consumption on the premises. These modifications have been incorporated into the proposed Ordinance. The enforcement mechanism (*up to a \$500 fine, or up to 60 days in jail, or both*) has also been made consistent throughout. Additional “editorial” changes have also been incorporated by the Town Attorney.

Summary presented at December 5, 2018 Commission meeting:

The Palm Beach County Sheriff's Office (PBSO) requested that staff consider modifying Chapter 6 of the Town Code so as to clarify the enforcement and penalties provisions for better enforcement out in the field. The proposed Ordinance has been reviewed by the Town Attorney and Lieutenant Gendreau of PBSO.

Recommended Motion: I move to APPROVE Ordinance 1-2019 on 1st reading.

TAB 2



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **March 6, 2019**

Agenda Item No.

Agenda Title: Special Call Planning & Zoning Board and Town Commission Workshop minutes of February 20, 2019

- SPECIAL PRESENTATION/REPORTS **CONSENT AGENDA**
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON ____ READING
- NEW BUSINESS
- OTHER: _____

Approved by Town Manager *J. McCarty* **Date:** 2-29-19

Shaquita Edwards, Deputy Town Clerk
 Name/Title

Originating Department: <p style="text-align: center;">Town Clerk</p>	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Agenda meeting minutes Exhibit "A"
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u>S.E.</u> Please initial one.

Summary Explanation/Background:

Recommended Motion: To approve the Special Call Planning & Zoning Board and Town Commission Workshop minutes of February 20, 2019.



AGENDA

Special Call Planning & Zoning Board
& Town Commission Workshop
Town of Lake Park, Florida
Wednesday, February 20, 2019, 6:00 PM
Lake Park Town Hall
535 Park Avenue

Michael O'Rourke	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Anne Lynch	—	Commissioner
Roger Michaud	—	Commissioner
Judith Thomas	—	Chair
Martin Schneider	—	Vice-Chair
Larry Malanga	—	Board Member
Charlemagne Metayer	—	Board Member
Joseph Rice	—	Board Member
.....		
John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, CMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this 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 881-3311 at least 48 hours in advance to request accommodations.*

A. **CALL TO ORDER/ROLL CALL**

B. **PLEDGE OF ALLEGIANCE**

C. **DISCUSSION ITEM ONLY:**

1. Review of the Village of North Palm Beach's Proposed Modifications to the C-3 Regional Business District.

D. PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

E. TOWN COMMISSION, BOARD MEMBER COMMENTS:

F. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on Wednesday, March 6, 2019



Minutes
Town of Lake Park, Florida
Special Call Planning & Zoning Board
And Town Commission Workshop
Wednesday, February 20, 2019, 6:00 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Special Call Planning & Zoning and Town Commission Workshop on Wednesday, February 20, 2019 at 6:04 p.m. Present were Mayor Michael O'Rourke, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty (arrived at 6:08 p.m.), Anne Lynch, Roger Michaud, Chair Judith Thomas (arrived at 6:09 p.m.), Vice-Chair Martin Schneider, Board Members Larry Malanga, Charles Metayer, and Joseph Rice, Town Manager John O. D'Agostino, Attorney Thomas Baird, and Town Clerk Vivian Mendez.

Town Clerk Mendez performed the roll call and Mayor O'Rourke led the pledge of allegiance.

DISCUSSION ITEM ONLY:

1. Review of the Village of North Palm Beach's Proposed Modifications to the C-3 Regional Business District.

Town Manager D'Agostino introduced the item. Planner Karen Golonka introduced herself and gave a presentation (see Exhibit "A") on the proposed zoning regulations for the C-3 Regional Business District. Mayor O'Rourke asked if there were any other C-3 Business Districts in the Town. Planner Golonka stated that it is the only C-3 Business District in the Town. She explained that the only difference with the current uses of the area was that it would include residential. She stated that currently the area has restaurants, commercial, banks, etc. She referred to page 3 of 34, which contained the Table 1 – Allowable Uses. The table also includes a black dot under Not Permitted uses.

Vice-Mayor Glas-Castro asked that the language in the Interlocal Agreement be reviewed for the purposes of reminding everyone of what it states. She expressed concern that the Town was being asked to adopt what the Village of North Palm Beach had established through their workshops and citizen input sessions without the representatives of both municipalities collectively working together on a plan for the area. Planner Golonka stated that in the 1990's a joint Interlocal Agreement was created to develop the Twin City Mall area. She explained that several years ago, the Village of North Palm Beach went through a visioning process and during that process a master plan for the area was developed, which included the Town of Lake Park's portion of the property. She referred to the "Northlake Promenade Village Shoppes PUD" section of the presentation (page 3 of 12). The page shows the Master Plan – Phase 2 of the property. Town Manager D'Agostino explained the proposed changes that were shown on the page. He explained what was occurring with commercial properties in the industry.

Board Member Rice asked to hear more bullet points of how the Master Plan was developed. Town Manager D'Agostino explained that strategic concepts were viewed to prepare for the future of commercial mall type areas. Planner Golonka explained that several phases were proposed for the property. The phases are included in Exhibit "A". Board Member Malanga expressed concern with the proposed crossed road going through Crescent Circle (shown on the Master Plan Phase 3 proposed design). Planner Golonka explained that the Town has the opportunity to have a road street grid included in the plan.

Vice-Mayor Glas-Castro asked if the Village of North Palm Beach was proposing residential on their portion of the property. Town Manager D'Agostino stated "yes". Planner Golonka explained how the regulations could be set up to meet the needs of the Town. Town Manager D'Agostino addressed the Planned Unit Development (PUD) issue the Town has faced, which was that the Village of North Palm Beach's PUD has only one owner, therefore they could move forward with their project faster than the Town. He stated that the Town's side of the PUD property contains Publix Supermarket, which means that there are restrictions that are associated with the property.

Vice-Mayor Glas-Castro expressed concern that the Town Manager approved an \$8,000 expense with Dover Kohl & Partners to develop conceptual plans for the Town without the input of the Town Commission. Town Manager D'Agostino explained that Dover Kohl & Partners were hired by the Village of North Palm Beach to develop conceptual plans that were in line with their citizen's master plan. He stated that staff met with Dover Kohl & Partners to provide input on the Lake Park side of the property. Mayor O'Rourke asked where were we in this process. Town Manager D'Agostino stated that we were in the beginning of the process. Mayor O'Rourke asked where were we in regards to meeting with the Village of North Palm Beach to discuss the Town of Lake Park's side of the conceptual design. Town Manager D'Agostino stated that there would be a joint meeting on Wednesday, March 13, 2019 at the Village of North Palm Beach Village Council Chamber at 6:30 p.m. to specially discuss the C-3 District.

Planning & Zoning Board Chair Thomas explained that a joint meeting between the Town Planning & Zoning Board and the Village of North Palm Beach Planning Council would be meeting on Tuesday, March 5, 2019 at 6:00 p.m. in the Town Hall Commission Chamber. She wanted to know what the Planning & Zoning Board's role would be during that meeting. Town Manager D'Agostino explained that the purpose of the workshop tonight was to discuss the Village of North Palm Beach plan and prepare for the joint meeting. Chair Thomas clarified that what was being presented was the Dover Kohl plan that is for the Village of North Palm Beach property. The hope was to review so that they are consistent with the parcel in the Town of Lake Park. She asked if the intent was to have consistency with the Land Use and Zoning Use that are being proposed by Village of North Palm Beach with the idea that the Town would also approve those same uses.

Board Member Rice asked for clarification regarding the Dover Kohl agreement. Town Manager D'Agostino explained that the Village of North Palm Beach engaged an agreement with Dover Kohl for the Village property. The Town of Lake Park engaged an agreement with Dover Kohl for the Town's property. He stated that the Town paid for the design of the street grid through the Town of Lake Park's part of the property. Board

Member Metayer suggested separate plans for the Village of North Palm Beach and the Town of Lake Park to easily identify what each municipality wants for their parcels.

Board Member Malanga expressed concern that the Village of North Palm Beach was further along in the process and the Town would end up with a glorified strip mall. Planner Golonka explained the Citizen's Master Plan process the Village of North Palm Beach took and to move the Citizen's Master Plan process forward the C-3 Regional Business District zoning language would need to be changed.

Commissioner Lynch expressed concern with the plan and asked how far along was the Town in the process or was the Town going to rubber stamp the plan. Planner Golonka stated that the Town was about halfway through the plan. The site plan on page 2 of Exhibit "A" was reviewed. Discussion ensued regarding the street grid through the property. The Master Plan aerial on page 12 of 12 (towards the end of the Exhibit "A") was discussed for clarity of the overall Master Plan.

Vice-Mayor Glas-Castro expressed concerns that the conceptual plans were dated July 2018 and this was the first time the Town was viewing the plans. She expressed concern with the process since the Town of Lake Park citizens had not been engaged to know what they want and that the Town had not met with the Village to understand collectively what was desired. She suggested the Town host citizen input sessions before moving forward. Town Manager D'Agostino explained that the Board and Commission are not being asked to approve anything this evening.

Board Member Rice expressed concern regarding the Village of North Palm Beach joint meeting scheduled for March. He stated that they are not prepared to attend the meeting. Town Manager D'Agostino stated that the Planning & Zoning Board and Town Commission would have the opportunity to voice concerns during the joint meeting with the Village of North Palm Beach regarding the project.

Mayor O'Rourke commented that the Village of North Palm Beach was ready to change their Village Code with the proposed language. He asked where was the Town in the process. Town Manager D'Agostino stated that a consultant would need to be hired to assist the Town with the process. The steps that follow would be a public hearing process to change the zoning language for the property.

Chair Thomas asked if the timeline within the packet was for the Village of North Palm Beach or the Town. Planner Golonka stated that the timeline was for the Town. Chair Thomas asked where the Village of North Palm Beach were in their process. Planner Golonka stated that the Village was still in the Workshop stage. Chair Thomas asked if the Town's attendance at the March meeting was ceremonial or would the Town have the opportunity to provide valid input. Planner Golonka stated that a summary of the process could be sent to everyone tomorrow. She suggested attending the Workshop in March to show that the Town cares about what was taking place on the property; or the Town could attend the workshop and not provide any input or suggestions; or express its concerns and what the Town may prefer.

Mayor O'Rourke expressed concern with the language being different for the C-3 Business District. He asked if the PUD for both municipalities stated that the language had to be consistent. Town Manager D'Agostino stated that the Interlocal Agreement states that each municipality can opine on each other's land use language. Town Attorney Baird stated that based on his recollection of the Interlocal Agreement for the property with both municipalities that the zoning language could not be changed without the other municipality agreeing. He suggested reviewing the Interlocal Agreement and both PUD's.

Commissioner Flaherty raised concern with parking in the area. Town Manager D'Agostino pointed out several parking structures that were proposed to be built. Discussion ensued regarding what has worked in other municipalities, the C-3 language and PUD's.

Board Member Schneider requested copies of the Interlocal Agreement and both PUD's to see what was included in those documents.

PUBLIC COMMENT: None

TOWN COMMISSIONER, BOARD MEMBER COMMENTS:

Vice-Mayor Glas-Castro thanked the Board members for their comments and for volunteering their services.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Vice-Mayor Glas-Castro and seconded by Commissioner Flaherty, and by unanimous vote, the meeting adjourned at 8:02 p.m.

Mayor Michael O'Rourke

Town Clerk, Vivian Mendez, CMC

Town Seal

Approved on this _____ of _____, 2019



**SPECIAL CALL
JOINT WORKSHOP
Town of Lake Park**

Exhibit "A"

Town Commission and Park Planning & Zoning Board

Agenda Request Form

Meeting Date: February 20, 2019

Agenda Item No.

Agenda Title: Discussion Item Only. Review of the Village of North Palm Beach's proposed modifications to the C-3 Regional Business District.

- SPECIAL PRESENTATION/REPORTS
 - BOARD APPOINTMENT
 - ORDINANCE
 - RESOLUTION
 - OTHER – Discussion Item
- CONSENT AGENDA
 - OLD BUSINESS

Approved by Town Manager

Date:

2.13.19

Nadia Di Tommaso / Community Development Director
Name/Title

Originating Department: Community Development	Costs: None at this time Funding Source: N/A Acct. # _____ <input type="checkbox"/> Finance _____	Attachments: <ul style="list-style-type: none"> → Village of North Palm Beach DRAFT Provisions for the C-3 District and associated references → Dover Kohl conceptual Plans dated 07-25-2018 for the C-3 District → Town of Lake Park Zoning Map → Town of Lake Park Existing Code Section 78-73 for the C-3 District
Advertised: Date: N/A Paper: <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case ND Please initial one.

Summary Explanation/Background:

For a few years now, the Village of North Palm Beach has engaged Dover Kohl & Partners to complete a comprehensive code overhaul of their land development regulations associated with all zoning districts within the Village. Similar to Town of Lake Park, the Village is one of the smaller municipalities with limited in-house staff

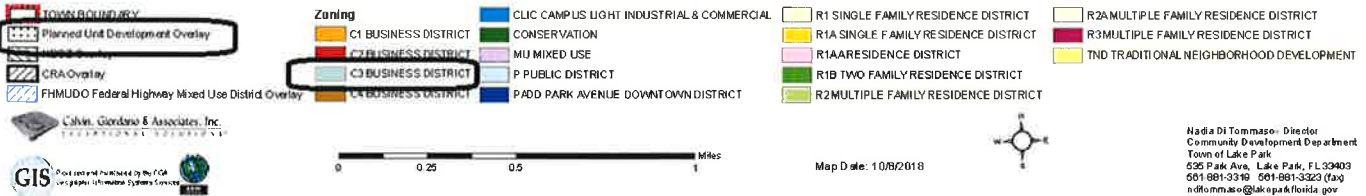
thereby warranting an outside consultant to provide a comprehensive review, coordination and creation of modernized, forward-thinking code regulations geared towards to the future growth, redevelopment and sustainability of the Village. The first step of this process resulted in a Citizen's Master Plan adopted by the Village whereby the overall vision for their various areas was established. One of these areas includes the C-3 regional business district. The Town of Lake Park has a very similar need and while, financially, we may not have the ability to hire a consultant for a comprehensive overhaul of our Town Code, we do have the ability to work with the Village on the proposed revisions to the C-3 district and possibly engage the same consultant on a more narrow scope. Working with the Village on this initiative is important and advantageous to the Town since the existing C-3 district regulations are currently identical in the Town Code and the Village Code. The reason they are identical dates back to when the Twin City Mall was first established (early to mid 90's) within the overall C-3 district area (illustrated below). Two Planned Unit Developments (PUDs) were later established within the Twin City Mall area, the Village Shoppes PUD which encompasses the land area within the jurisdictional boundaries of the Village and the Northlake Promenade Shoppes PUD encompassing the land area with the Town of Lake Park's jurisdictional boundaries:



Lake Park Zoning Map



Legend



Throughout 2018, the Village worked with Dover Kohl to create conceptual plans that are in line with their Citizen’s Master Plan, for the future redevelopment of the C-3 area. The Village Manager communicated this initiative with the Town Manager in order to ensure the process was inclusive and met, at least on a preliminary staff basis, both jurisdiction’s vision for the area.

Having just gone through the land development process for the Mixed-Use US-1 corridor, the Town Manager and Town Staff shared the importance of remaining consistent with the mixed-use vision in order to maximize the redevelopment potential for the area, while making it sustainable and self-sufficient as it relates to the mix of uses, well into the future. The Town’s mixed-use regulations for the US-1 corridor were also shared with Dover Kohl in an attempt to have them utilize similar principles and provisions for the C-3 area. **The Dover Kohl conceptual plans are enclosed.**

The Village has scheduled a series of public workshops to discuss the details of their ‘overall’ *Draft Code Update* prior to memorializing the updates through a public hearing process. The public workshop specifically geared towards the C-3 District is scheduled for March 13, 2019 at 6:30pm in the Village Council Chambers located at 500 US-1, North Palm Beach, FL. The Town Commission and Planning & Zoning Board Members have already been invited to participate in these discussions with the Village. Your participation is instrumental.

This workshop has been scheduled to allow for a preliminary review and discussion of the Village’s Draft C-3 Code, which the Town will need to recreate for our Town Code as well. Since it will be important to capture a cohesive mixed-use redevelopment pattern moving forward within the C-3 area, both municipalities are hoping to adopt code provisions that mirror one another, but for certain provisions that may be specific to the each municipality. Since the

Town recently created a Mixed-Use District for the U-1 corridor, we also have the ability to extend this zoning district to the C-3 area and provide for a separate C-3 overlay that would incorporate the specific code provisions applicable to the C-3 area (*this would need to be further explored with Village Staff*).

Areas of particular focus in the draft regulations include:

- “Allowable Uses”
- Street Regulating Plans
- Building Frontage Requirements
- Setbacks and build-to zones
- Exterior building heights and floor and interior ceiling heights
- Architectural Details
- Landscaping Standards
- Parking Standards
- Signage
- PUD applicable procedures (*do site specific redevelopment efforts require authorization from all PUD owners?*)
- Density – currently proposed at 24 units per acre (a comprehensive plan issue – units/acre? or Basket of Rights approach?)

The C-3 area currently has a land use designation of “Commercial” in the Future Land Use Element Classification System of the Comprehensive Plan. This land use is described as follows (*and will need to be amended in order to incorporate a residential component – i.e. rendering it mixed-use*):

Commercial – Lands and structures devoted primarily to the delivery, sale or otherwise transfer of goods or services on a retail basis, with a maximum F.A.R. of 2.0. This category also includes personal and professional services. Public schools are a permitted use within this land use designation.

Following this workshop and the Village’s workshop on March 13, staff recommends possibly engaging Dover Kohl to facilitate the creation of the **Town’s** Draft Code for the C-3 District (which may be a simplified process since Dover Kohl already created a draft for North Palm Beach). Comprehensive Plan Amendments are also needed since the existing land use designation is Commercial and at this time, a mixed-use designation is likely being sought. The following can be considered:

(anticipated 6 month process)

April 3: Consider approving an agreement with Dover Kohl (scope TBD)

April 2019: Public Workshop for public participation on Draft Code & Comprehensive Plan Amendments

May 2019: Creation of Draft Code and Comprehensive Plan Amendments for the Lake Park C-3 District

June 2019: Finalize Draft Code and Comprehensive Plan Amendments (*the Village will also be completing their Draft Code review process in June 2019*)

July 2019 – September 2019: Approval/Adoption Process for the C-3 District (Town Code and Comprehensive Plan)

Recommended Motion: Discussion Item Only.

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

Sec. 45-34.1. - C-3 regional mixed-use business district.

A. General description and intent.

1. The C-3 regional mixed-use district encourages the redevelopment of the former Twin City Mall site into a vibrant mixed-use place for businesses, visitors, and residents of North Palm Beach, Lake Park, and surrounding areas.

2. A Citizens Master Plan, adopted by the Village of North Palm Beach in 2016, envisioned this site being enhanced with new walkable and bikeable streets and compact mixed-use buildings that are served by varied forms of public and private transportation. This C-3 district and its special PUD procedures were modified in 2019 to carry out the concepts set forth in the Citizens Master Plan for this site.

3. This site is bisected by the village's municipal boundary with the Town of Lake Park. The two municipalities entered into an interlocal agreement in 1993 committing to consistent planning and permitting that would foster coordinated redevelopment of the entire site. This agreement requires that both municipalities maintain compatible zoning for the site and that each will review all zoning applications. Procedural details for PUD modifications and site plan approvals are provided in subsection 45-34.1.K.

a. Redevelopment proposals within the Lake Park portion of the site will be reviewed in a timely manner by the village according to the standards in subsection 45.34.1 and other portions of this code, with the results of that review forwarded to Lake Park within ten days of its completion.

b. Redevelopment proposals within the North Palm Beach portion of the site will be reviewed by the village according to the same standards as soon as possible after receiving review comments from Lake Park.

The C-3 regional business district is designed for the re-use and/or redevelopment of commercial property. It contains special regulations and procedures that are integrated with those of the Town of Lake Park to avoid conflicts that could otherwise be created by the location of the town/village boundary. Within C-3 business districts, the following regulations shall apply:

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

1 **B. Allowable Uses.** Table 1 indicates allowable uses in the North Palm Beach
2 C-3 zoning district.

- 3 **1.** The uses listed in Table 1 are grouped into four use groups:
4 Residential Uses, Lodging Uses, Business Uses, and Civic &
5 Education Uses.
- 6 **2.** In one of the columns following each listed use, a symbol is provided
7 to indicate that:
- 8 a. This use is permitted by right without public hearings; or
9 b. This use may be approved by the village council through the
10 special PUD procedures in the C-3 district (see subsection 45-34-
11 1.K); or
- 12 c. This use, like other uses not listed in Table 1, is not permitted in
13 the C-3 district.
- 14 **3.** Terms in Table 1 are defined in section 45-2 under “Use Groups.”
- 15 **4.** Also refer to section 45-16.1 on uses that are similar to uses listed in
16 Table 1.

- 17 (1) ~~*Uses permitted.* Within the C-3 zoning district, no building, structure, land, or water~~
18 ~~shall be used, unless otherwise permitted by these regulations, except for any~~
19 ~~combination of the following purposes:~~
- 20 a. ~~Banks, savings and loans, stockbrokers, and similar financial institutions.~~
21 b. ~~Business offices, including medical and professional services.~~
22 c. ~~Community residential homes, subject to the same requirements as apply in the~~
23 ~~R-2 zoning district, and family day care centers as defined in Chapter 402,~~
24 ~~Florida Statutes.~~
25 d. ~~Hotels, motels, and time-share units.~~
26 e. ~~Multiple family dwellings (each building containing three (3) or more units) and~~
27 ~~customary accessory uses, subject to any limitations on residential uses in the~~
28 ~~adopted Comprehensive Plan.~~
29 f. ~~Personal services typically offered in conjunction with shopping facilities, such~~
30 ~~as laundromats, dry cleaners, barber and beauty shops, child care facilities,~~
31 ~~health clubs, and shops for the repair, cleaning, or rental of items weighing less~~
32 ~~than one hundred (100) pounds.~~
33 g. ~~Restaurants and other establishments where food and/or beverages are prepared~~
34 ~~and served.~~
35 h. ~~Retail sale of new or antique merchandise that is displayed indoors only,~~
36 ~~whether in freestanding buildings or in a centrally managed shopping center or~~
37 ~~enclosed mall.~~
38 i. ~~Theaters and other entertainment facilities including nightclubs, game rooms,~~
39 ~~bowling alleys, and similar establishments, provided they are fully enclosed and~~
40 ~~provided such uses shall not include adult entertainment establishments.~~

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

Table 1 Allowable Uses

	<u>PERMITTED USE</u>	<u>BY PUD ONLY</u>	<u>NOT PERMITTED</u>
RESIDENTIAL USES			
Mobile home park			●
Dwelling, one family detached			●
Dwelling, all other dwelling types	●		
Live/work unit	●		
Work/live unit	●		
Assisted living facility		● ¹	
Community residence	●		
Community residential home	●		
LODGING USES			
Bed-and-breakfast establishment	●		
Hotel	●		
Motel	●		
Time-share unit	●		
BUSINESS USES			
Offices, general	●		
Office or clinic, medical or dental	●		
Stores & services, general	●		
Stores & services, large format		●	
Adult entertainment			●
Convenience store with fuel		●	
Dog daycare	●		
Drive-through facility (for any use)		●	
Garage, parking	●		
Heavy commercial and light industrial			●
Medical marijuana treatment center			●
Restaurant or cocktail lounge	●		
Telecommunications antennas		●	
CIVIC & EDUCATION USES			
Child care facility	●		
Church or place of worship	●		
Civic space	●		
Family day care	●		
Government building	●		
Hospital or medical center			●
Public space	●		
School, public or private		●	

¹ Only as part of a mixed-use development that complies with Future Land Use Policy I.B.3 in the Comprehensive Plan

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20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

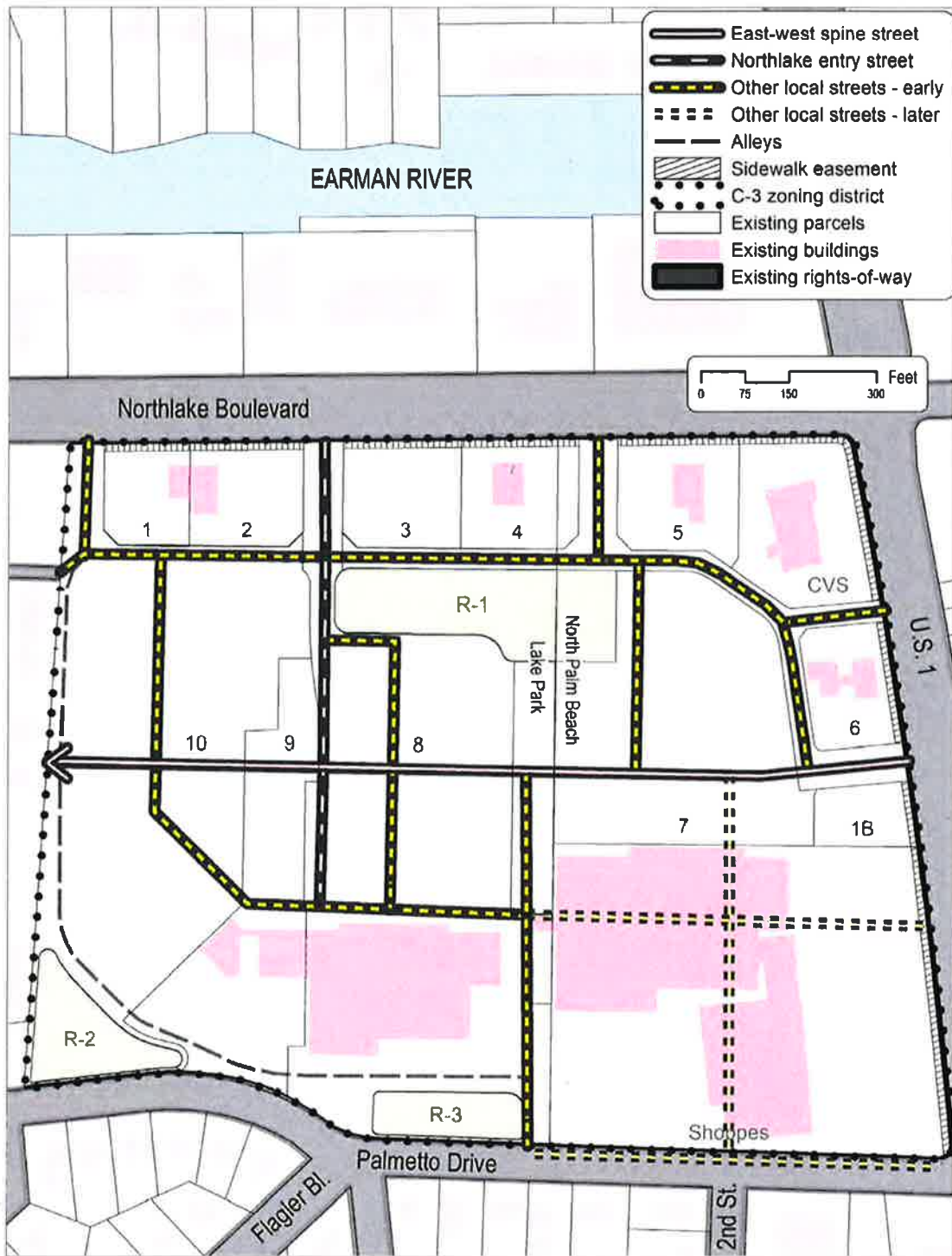
C. Regulating and illustrative plans; street types.

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1. The C-3 zoning district includes a regulating plan that shows existing conditions (e.g. existing parcel boundaries and building footprints) and then defines how and where certain C-3 standards will apply (e.g. build-to zones and building frontage percentages). The regulating plan for the C-3 district is presented in Figure 1.
2. The regulating plan also identifies the approximate alignment of existing and future local streets and alleys.
 - a. Some local streets are existing or anticipated in early phases of redevelopment (solid black lines); others would be constructed in later phases (dashed black lines).
 - b. Local streets are also identified as one of three types:
 - i) An east-west spine street that bisects the C-3 district, beginning at US Highway 1 and ultimately connecting to Crescent Circle.
 - ii) A north-south entry street beginning at Northlake Boulevard.
 - iii) Other local streets.
3. Figure 2 provides an illustrative plan that shows hypothetical building footprints that would implement the standards in this code for the entire C-3 district.
4. The remainder of the C-3 district provides standards on these subjects:
 - a. **Building frontages** are provided in subsection 45-34.1.D. Landowners in the C-3 district may select any one or more of six building frontage types; many of the standards in the C-3 district are specific to the selected building frontage type.
 - b. **Site and bulk standards** are provided in subsection 45-34.1.E, including setbacks, build-to zone, building frontage standards, density, building height, and floor and ceiling heights.
 - c. **Architectural features** are addressed in subsection 45-34.1.F, including entrances, façade transparency, and allowable encroachments.
 - d. **Street, alley, and sidewalk easement standards** are provided in subsection 45-34.1.G.
 - e. **Landscaping standards** are provided in subsection 45-34.1.H.
 - f. **Parking standards** are provided in subsection 45-34.1.I.
 - g. **Sign standards** are provided in subsection 45-34.1.J.
 - h. **Review procedures** are provided in subsection 45-34.1.K.

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

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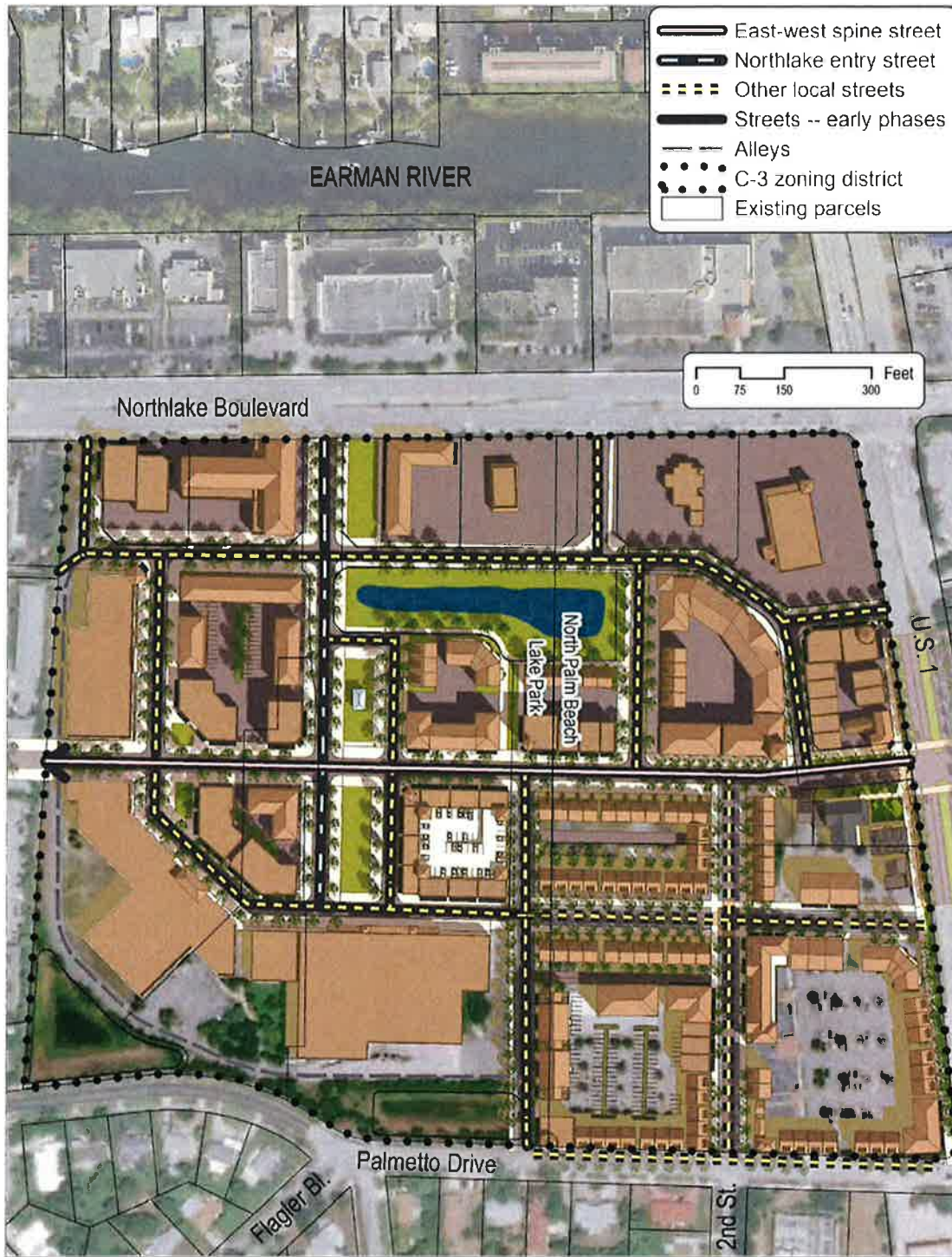
Figure 1 Regulating Plan



20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

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Figure 2 Illustrative Plan



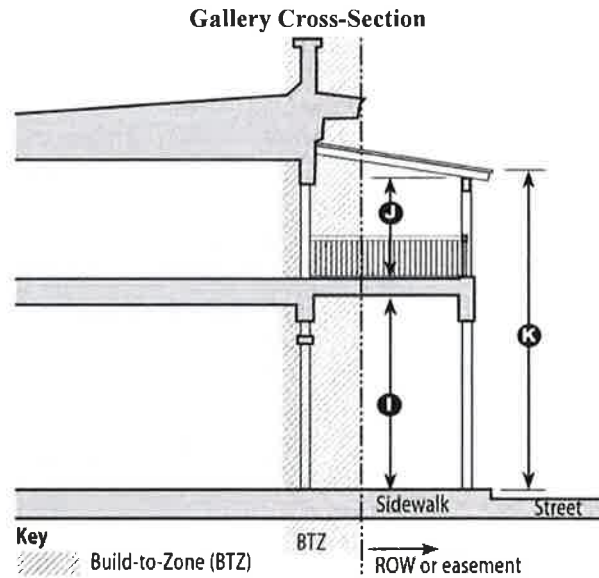
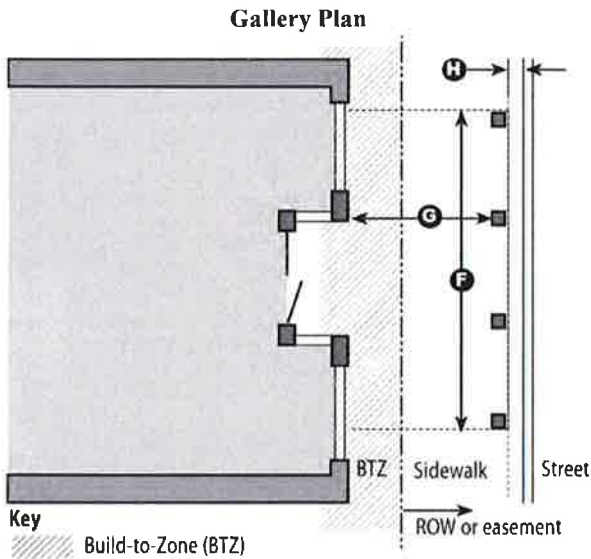
20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

1 D. Building frontages.

Table 2 Building Frontage: GALLERY

A gallery is a roofed promenade extending along the wall of a building and supported by arches or columns on the outer side. A gallery shields space below like a canopy but provides

usable space above, either private open space or fully enclosed space. Depending on its design, a gallery can be an arcade, a colonnade, or a primarily decorative feature.



Build-to Zone		(see 45-34.1.E.1.b)
US-1 & Northlake Blvd:	0' min., 10' max.	C
East-west spine:	0' min., 5' max.	D
Northlake entry (west side):	0' min., 5' max.	D
Other local streets:	0' min., 5' max.	D

Façade Transparency		(see 45-34.1.F.2)
Ground story:	30% min.	
Upper stories:	20% min.	

Building Frontage Percentage		(see 45-34.1.E.2)
US-1 & Northlake Blvd:	70% min.	
East-west spine:	80% min.	
Northlake entry (west side):	80% min.	
Other local streets:	70% min.	

Gallery Dimensions		
Width:	10' min.	F
Depth:	8' min. clear path for peds.	G
Setback from curb:	2' min.	H
Ceiling height:	10' min. clear for ground story	I
	9' min. clear for upper story	J
Overall height:	10' min., 40' max.	K
Cumulative gallery width:	70% of building frontage	

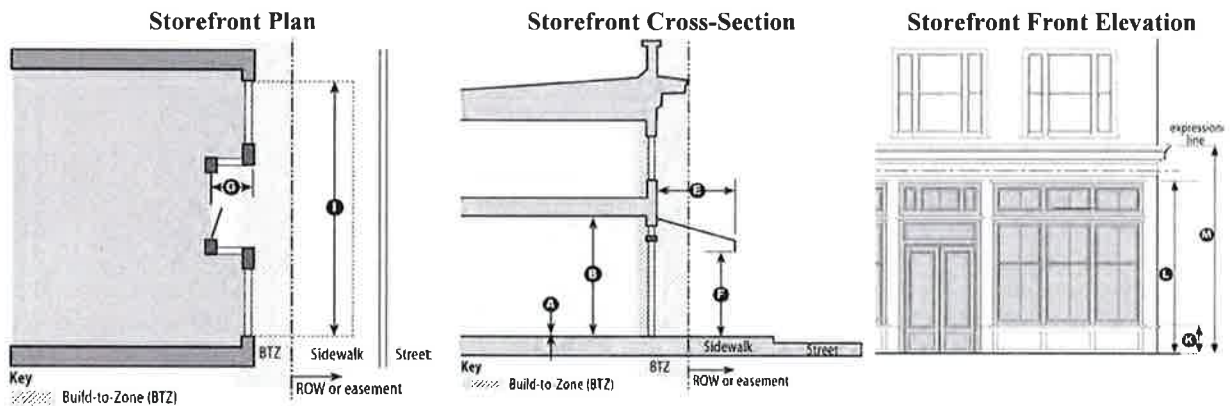
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20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

Table 3 Building Frontage: STOREFRONT

A storefront is a flexible space at the sidewalk level that is directly accessible by pedestrians and suitable for retail sales. A storefront has a mostly transparent façade and a gallery, canopy, or awning that shades the storefront’s windows and doors and the sidewalk.

Main entrances to each storefront open directly onto the sidewalk or onto a forecourt. Storefronts that are part of the storefront frontage type create the best pedestrian and retail experience.



Build-to Zone	(see 45-34.1.E.1.b)	
US-1 & Northlake Blvd:	0' min., 10' max.	C
East-west spine:	0' min., 5' max.	D
Northlake entry (west side):	0' min., 5' max.	D
Other local streets:	0' min., 5' max.	D

Façade Transparency	(see 45-34.1.F.2)	
Ground story:	70% min.	
Upper stories:	40% min.	

Building Frontage Percentage	(see 45-34.1.E.2)	
US-1 & Northlake Blvd:	60% min.	
East-west spine:	80% min.	
Northlake entry (west side):	80% min.	
Other local streets:	70% min.	

Storefront Dimensions		
Cover depth:	4' min.	E
Cover height:	10' min. clear	F
Door recess:	5' max.	G
Cumulative storefront width:	70% of building frontage min.	I
Door intervals:	No more than 50' apart	
Window sill height:	1' min., 3' max.	K
Top of windows:	8' min.	L
Expression line:	10' min. and below second story	M
Ground story elevation:	.5' max.	A
Ground-story ceiling:	12' min., 16' max.	B

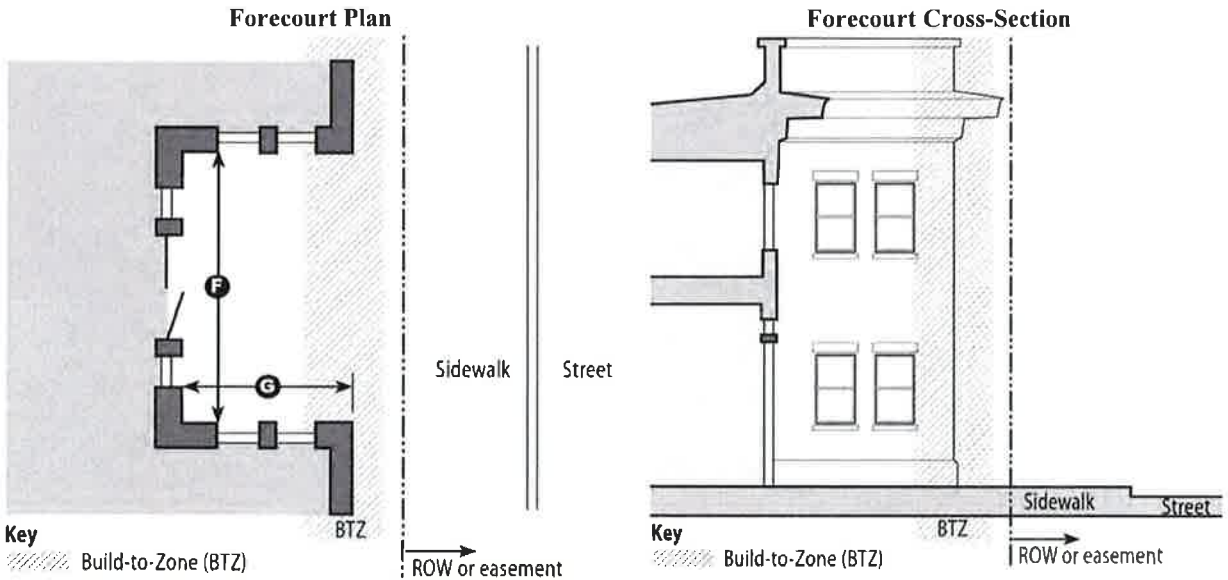
20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

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Table 4 Building Frontage: FORECOURT

A forecourt is a small private open space that is open to the sidewalk and bounded on two or three sides by the exterior walls of buildings.

Although forecourts are allowed on most building frontages, one or more forecourts are dominant features on the façade in the forecourt building frontage.



Build-to Zone		(see 45-34.1.E.1.b)
US-1 & Northlake Blvd:	5' min., 30' max.	C
East-west spine:	0' min., 15' max.	D
Northlake entry (west side):	0' min., 15' max.	D
Other local streets:	0' min., 20' max.	D

Facade Transparency		(see 45-34.1.F.2)
Ground story:	30% min.	
Upper stories:	20% min.	

Building Frontage Percentage		(see 45-34.1.E.2)
US-1 & Northlake Blvd.	50% min.	
East-west spine:	80% min.	
Northlake entry (west side):	80% min.	
Other local streets:	70% min.	

Forecourt Dimensions		
Width of individual forecourts:	15' min.	F
Depth:	10' min., 40' max.	G
Width of combined forecourts:	10' min., 40% max. of building frontage	

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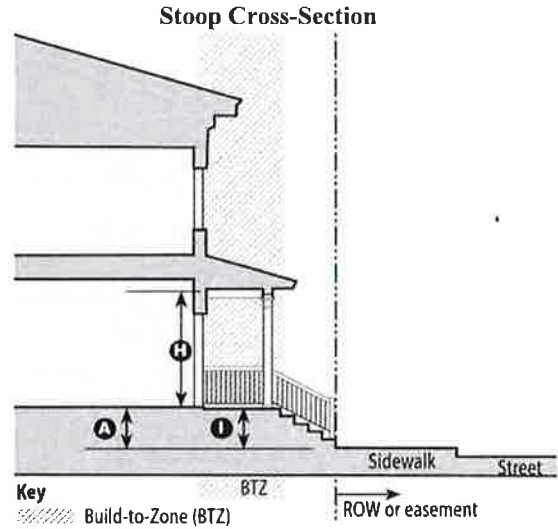
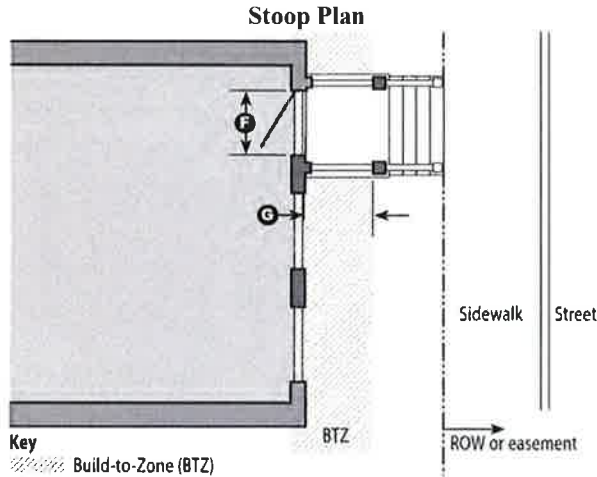
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Table 5 Building Frontage: STOOP

Stoops are staircases and elevated entrance platforms that lead to main entrances.

Stoops are generally taller than porches to match the higher ground-story floors that are needed to maintain privacy in urban areas.



Build-to Zone		(see 45-34.1.E.1.b)
US-1 & Northlake Blvd:	(stoops not allowed)	C
East-west spine:	0' min., 15' max.	D
Northlake entry (west side):	0' min., 20' max.	D
Other local streets:	5' min., 20' max.	D

Facade Transparency		(see 45-34.1.F.2)
Ground story:	20% min.	
Upper stories:	20% min.	

Building Frontage Percentage		(see 45-34.1.E.2)
US-1 & Northlake Blvd:	(stoops not allowed)	
East-west spine:	80% min.	
Northlake entry (west side):	80% min.	
Other local streets:	80% min.	

Stoop Dimensions		
Spacing of stoops:	28' on center (average)	
Width:	5' min., 8' max.	F
Depth:	5' min., 8' max.	G
Ceiling height:	8' min.	H
Stoop elevation:	3' min. above sidewalk	I
Ground-story elevation:	3' min. above sidewalk	A

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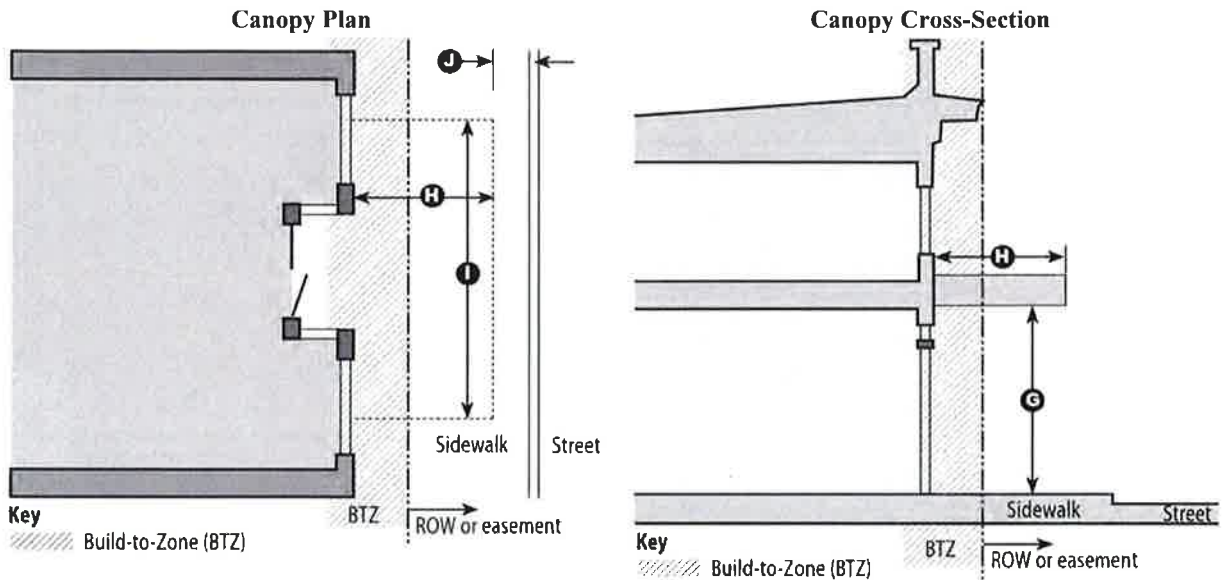
20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

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Table 6 Building Frontage: CANOPY

A canopy frontage contains a permanently attached rigid canopy that projects outward

from the façade to shield the main entrance, windows, and sidewalk from the elements.



Build-to Zone		(see 45-34.1.E.1.b)
US-1 & Northlake Blvd:	0' min., 10' max.	C
East-west spine:	0' min., 15' max.	D
Northlake entry (west side):	0' min., 15' max.	D
Other local streets:	0' min., 20' max.	D

Façade Transparency		(see 45-34.1.F.2)
Ground story:	30% min.	
Upper stories:	20% min.	

Building Frontage Percentage		(see 45-34.1.E.2)
US-1 & Northlake Blvd:	40% min.	
East-west spine:	70% min.	
Northlake entry (west side):	70% min.	
Other local streets:	60% min.	

Canopy Dimensions		
Height:	10' min. clear	G
Depth:	8' min.	H
Cumulative width:	60% min. of building frontage	I
Setback from curb:	2' min.	J

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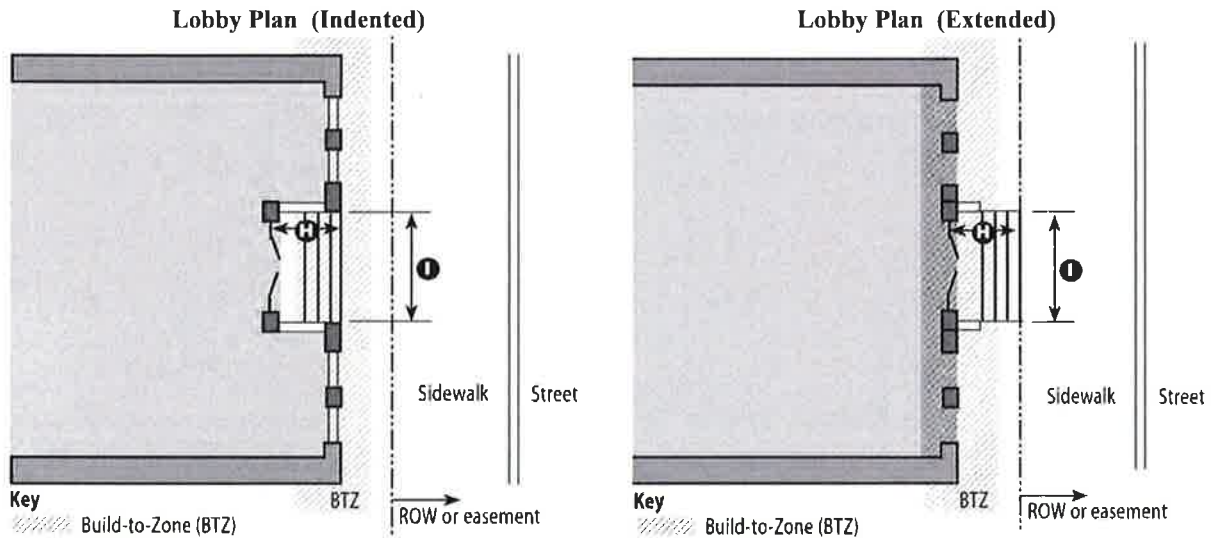
20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

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Table 7 Building Frontage: LOBBY

A forecourt is a small private open space that is open to the sidewalk and bounded on two or three sides by the exterior walls of buildings.

Although forecourts are allowed on most building frontages, one or more forecourts are dominant features on the façade in the forecourt building frontage.



Build-to Zone		(see 45-34.1.E.1.b)
US-1 & Northlake Blvd:	5' min., 30' max.	C
East-west spine:	0' min., 15' max.	D
Northlake entry (west side):	0' min., 15' max.	D
Other local streets:	5' min., 20' max.	D

Facade Transparency		(see 45-34.1.F.2)
Ground story:	30% min.	
Upper stories:	20% min.	

Building Frontage Percentage		(see 45-34.1.E.2)
US-1 & Northlake Blvd:	40% min.	
East-west spine:	70% min.	
Northlake entry (west side):	70% min.	
Other local streets:	60% min.	

Dimensions of Lobby Entrances		
Depth:	10' min., 15' max.	H
Width:	10' min., 30' max.	I

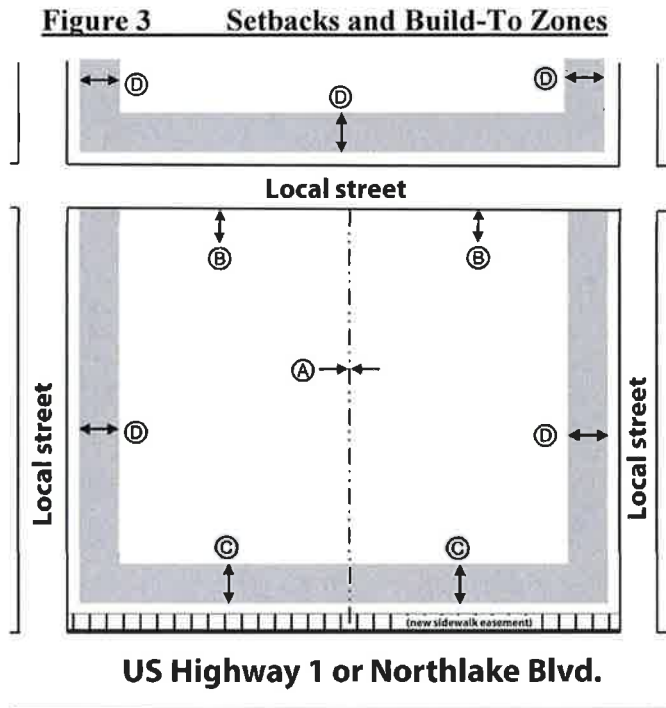
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20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

E. Site and bulk standards.

1. Setbacks and build-to zone.

- a. Setbacks. Minimum setbacks between buildings and side and rear lot lines are illustrated on Figure 3 and established as follows:
- i) Side setbacks are shown as “A.”
 - ii) Rear setbacks are shown as “B.”



- b. Build-to zone. A build-to zone parallel to each street frontage is specified for each building frontage in subsection 45-34.1.D. A portion of a building's facade that faces that street frontage must be placed within the specified build-to zone (see explanation in subsection 45-34.1.E.2).
- i) For properties facing US Highway 1 and Northlake Boulevard, the main build-to zone (“C” in Figure 3) is measured from the new sidewalk easement which is required by subsection 45-34.1.G. The rear of these lots faces a local street configured as a reverse access street; buildings are required to comply with the minimum rear setbacks (“B”) instead of the build-to zone that otherwise

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

1 applies to properties facing that local street. For corner
2 properties, the build-to zone facing the second street is
3 measured from the lot line (“D”).

4 ii) For all other properties, the build-to zone and is measured
5 from the front lot line. For corner properties, the build-to
6 zone facing the second street is also measured from the lot
7 line. Both are indicated as “D” in Figure 3.

8 iii) Allowable encroachments beyond the build-to zone are
9 specified in subsection 45-34.1.F.3.

10 (5) ~~Setbacks and height.~~ The following setback, height, and spacing regulations apply in the C-3
11 zoning district:

12 a. ~~Perimeter setbacks:~~ All buildings and structures shall be set back a minimum of thirty
13 (30) feet from the outer boundary of the C-3 zoning district, except an interior common
14 municipal boundary. For buildings in excess of two (2) stories or thirty (30) feet in
15 height, one (1) foot shall be added to the required perimeter setback for each extra foot
16 of height over thirty (30) feet.

17 b. ~~Additional setbacks to internal property lines:~~ The need for building setbacks to
18 property lines adjoining other land zoned C-3 is related to the existing or proposed uses
19 of those properties. Unless modified through the special C-3 PUD procedures found
20 below in section 45-34.1(10), all new buildings and structures shall be set back a
21 minimum of twenty-five (25) feet from each of its property lines.

22 c. ~~Maximum building height:~~ The maximum height of any building shall be fifty (50) feet.

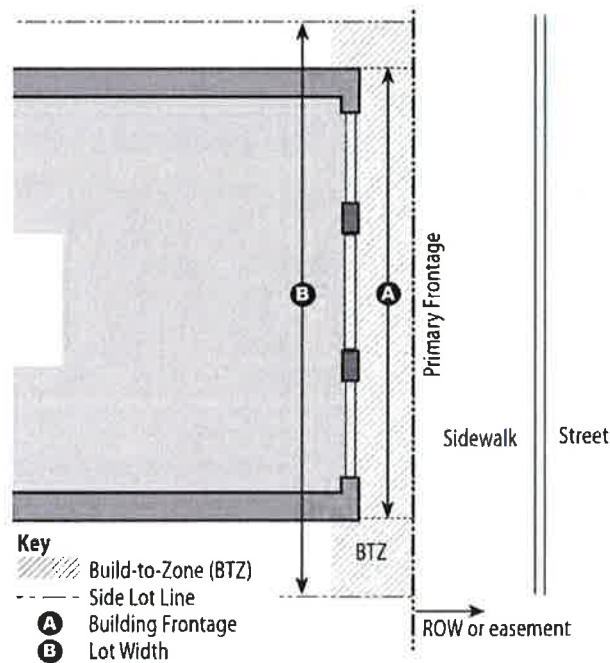
23 d. ~~Spacing between buildings:~~ The minimum spacing between individual buildings on the
24 same or adjoining C-3 properties shall be as required by applicable fire and building
25 codes.

26 (6) ~~Maximum lot coverage.~~ There is no fixed cap on lot coverage or floor area ratio.
27 Maximum intensity will be governed by the application of the parking, loading,
28 setback, building height, and surface water management standards found herein.

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- 1 2. **Building frontage standards.** The portion of a new building's façade
2 that is located in the build-to zone is called the building frontage. The
3 width of the building frontage must comply with the building frontage
4 percentage standards for each building frontage type (see Tables 2
5 through 7).
- 6 a. Building frontage percentages are calculated by dividing the
7 width of a building or buildings lying within the build-to zone
8 (A) by the width of the lot along the same street frontage (B), as
9 shown in Figure 4.
- 10 b. Minimum building frontage percentages are specified for each
11 building frontage type in Tables 2 through 7.
- 12 c. For certain architectural features described in this code, a portion
13 of a building's façade that lies outside the build-to zone may be
14 counted as building frontage. Examples are forecourts or lobby
15 entrances that complies with the standards in Tables 4 or 7.
- 16 d. For properties with multiple street frontages, see Figure 3.

Figure 4 Building Frontage Percentages



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1 **3. Density.** Residential density in the C-3 zoning district may be up to 24
2 units per acre, except that density may be up to 36 units per acre where
3 buildings are allowed to be 6 stories tall (see subsection 45-34.1.E.4).
4 The acreage in this formula is the total area enclosed by the lot lines of
5 the site being developed, including existing easements and including
6 any land being dedicated for additional right-of-way or easements.

7 **4. Building height.**

8 a. Buildings may be up to 4 stories tall in the C-3 zoning district,
9 with the following exceptions that apply to properties in the
10 Village of North Palm Beach:

11 i) Within 100 feet of Palmetto Drive, no portion of a building
12 may exceed 3 stories.

13 ii) Buildings may be up to 6 stories tall beginning immediately
14 north of this 100-foot strip and extending up to but not
15 including the existing outparcels that front on Northlake
16 Boulevard.

17 b. For the purpose of calculating the number of stories in a
18 building, stories shall be defined as the habitable building space
19 between finished floor and finished ceiling, adjusted as follows:

20 i) Each level devoted to parking is considered as individual
21 story when calculating the number of stories in a building.

22 ii) A mezzanine will not count towards the number of stories
23 provided that the total area of mezzanine level is less than
24 40 percent of the floor area of the main story below.

25 iii) Except within 100 feet of Palmetto Drive, buildings may
26 include a partial story of habitable building space above the
27 maximum number of stories otherwise allowed provided
28 the floor area of the partial story is less than 30% of the
29 floor area on the story below. Developers are encouraged to
30 utilize this allowance on portions of buildings that are
31 closest to street intersections and for architectural features
32 such as towers or cupolas.

33 c. The maximum height of a building in feet is controlled by the
34 maximum ceiling heights for individual stories, as provided in
35 subsection 45-34.1.E.5.

36 (5) **Setbacks and height.** The following setback, height, and spacing regulations apply
37 in the C-3 zoning district:

38 e. Maximum building height: The maximum height of any building shall be
39 fifty (50) feet.

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5. Floor and ceiling height.

- a. This code provides standards for the elevation of certain ground-story floors and minimum/maximum dimensions for ceiling heights. Figure 5 and Table 8 illustrate how these standards are measured:
- (i) Floor elevations are measured from the existing or anticipated sidewalk to the top of the finished floor of the ground story.
 - (ii) Ceiling heights are measured from the top of the finished floor to the underside of the finished ceiling of each story.

Figure 5 Floor and Ceiling Measurements

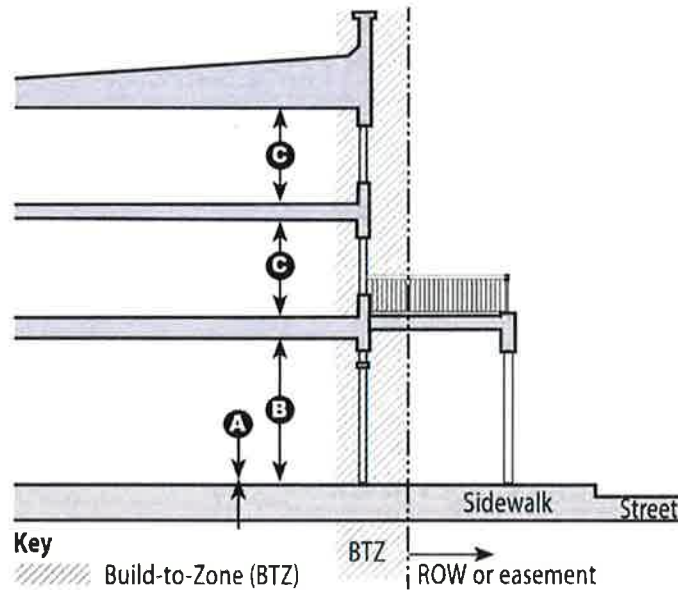


Table 8 Floor and Ceiling Standards

	<u>Min.</u>	<u>Max.</u>	<u>Key</u>
<u>Elevation of ground-story floor above sidewalk:</u>			
Storefront only	no min.	0.5'	<u>A</u>
Stoop only	3'	no max.	<u>A</u>
All other building frontage types	no min.	no max.	<u>A</u>
<u>Height of ground-story ceiling:</u>			
Storefront only	12'	16'	<u>B</u>
All other building frontage types	9'	14'	<u>B</u>
<u>Height of upper-story ceilings:</u>			
	9'	12'	<u>C</u>

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20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

1 **F. Architectural features.** Requirements are provided below for the location
2 of a building's main entrance and the percentage of transparent openings on
3 its façade. Allowances are then provided for certain architectural elements
4 that may encroach into setbacks and build-to zones and in some cases over
5 rights-of-way.

6 **1. Main entrance.**

- 7 a. A building's main entrance is its principal point of access for
8 pedestrians. All buildings must have their main entrance facing a
9 street frontage, or a courtyard or forecourt that is entered from a
10 street frontage. Additional entrances are encouraged.
- 11 b. Buildings fronting on two streets must have a pedestrian entrance
12 on both streets.
- 13 c. Additional rules for storefront doors are provided in Table 3.

14 **2. Façade transparency.**

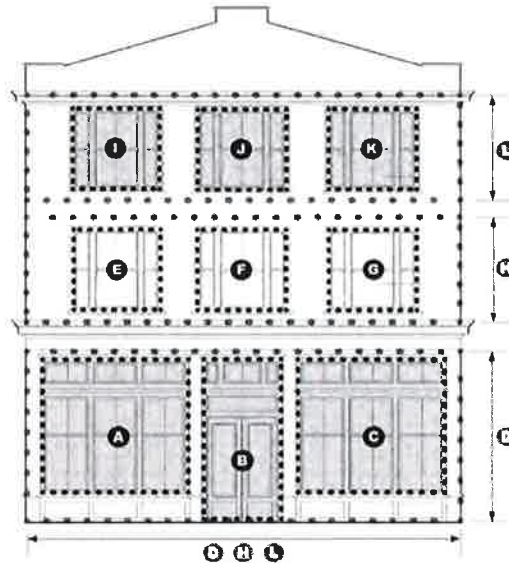
- 15 a. Transparency means the amount of transparent window glass or
16 other openings in a building's façade along a street frontage,
17 relative to the overall surface area of the façade. This ratio is
18 expressed as a percentage and is calculated separately for the
19 ground story of a façade and for each upper story.
- 20 b. Building façades along a street frontage must meet the minimum
21 façade transparency requirements in Table 9 to provide natural
22 surveillance of sidewalks and streets, to provide interior daylight,
23 and to allow clear views into storefronts.
- 24 c. Façade transparency percentages are calculated for the area
25 between the finished floor and finished ceiling of each story
26 along each street frontage; see Figure 6. For the purposes of
27 these measurements:
- 28 i) Glazed windows and doors with tinted glass or applied
29 films will be considered transparent if they transmit at least
30 50% of visible daylight.
- 31 ii) The transparent area of windows and doors includes rails
32 and stiles as well as muntin bars and other separators within
33 primarily glazed areas; but the transparent area excludes
34 outer solid areas such as jambs, sills, and trim.

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Table 9
Façade Transparency Percentages

<u>Building Frontage</u>	<u>Ground Story</u>	<u>Each Upper Story</u>
<u>Gallery</u>	<u>30% min.</u>	<u>20% min.</u>
<u>Storefront</u>	<u>70% min.</u>	<u>40% min.</u>
<u>Forecourt</u>	<u>30% min.</u>	<u>20% min.</u>
<u>Stoop</u>	<u>20% min.</u>	<u>20% min.</u>
<u>Canopy</u>	<u>30% min.</u>	<u>20% min.</u>
<u>Lobby</u>	<u>30% min.</u>	<u>20% min.</u>

Figure 6
Calculating Façade Transparency



$$\begin{aligned} \text{Ground Story Façade Transparency} &= \frac{A + B + C}{D} \\ \text{Second Story Façade Transparency} &= \frac{E + F + G}{H} \\ \text{Third Story Façade Transparency} &= \frac{I + J + K}{D} \end{aligned}$$

1 **3. Encroachments.** Many architectural elements described in
 2 subsections 45-34.1.D and 45-31.F may project beyond the closest
 3 point to a property line where an exterior wall may be constructed.
 4 Table 10 identifies the allowable projections; the key column refers to
 5 Figure 3.

6 a. **On private property.** These elements may project into side or
 7 rear setbacks and project forward beyond the build-to zone
 8 including onto sidewalk easements to the extent permitted by
 9 Table 10 provided this code's requirements for each element are
 10 met.

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- b. **On public property.** Some of these elements may also extend horizontally over a public or private right-of-way in accordance with those regulations to the extent permitted by Table 9 provided this code’s requirements for each element are met in addition to these general requirements:
- i) Must maintain at least 10' of vertical clearance.
 - ii) Must meet any insurance or liability requirements established by the Village Attorney.
 - iii) Must obtain prior approval from the responsible entity for any encroachment over a right-of-way not maintained by the village, such as US Highway 1 and Northlake Boulevard.
- c. Sidewalk cafes with outdoor table service may be provided on public sidewalks when in compliance with all village codes.

Table 10 Encroachments

	<u>Dimension</u>	<u>Key</u>
<u>Side (interior) (all features)</u>	4' max. into side setback	<u>A</u>
<u>Rear (all features)</u>	4' max. into rear setback	<u>B</u>
<u>Front (on private property)</u>	no max. on private property	<u>C, D</u>
<u>Front (on public property):</u>		<u>C, D</u>
<u>Gallery</u> (Table 2)	up to 2' from curb	
<u>Storefront cover</u> (Table 3)	up to 2' from curb	
<u>Forecourt</u> (Table 4)	no encroachment allowed	
<u>Stoop</u> (Table 5)	no encroachment allowed	
<u>Canopy</u> (Table 6)	up to 2' from curb	
<u>Lobby</u> (Table 7)	no encroachment allowed	
<u>Awning</u> (45-31.E.4)	up to 2' from curb	
<u>Balcony</u> (45-31.E.5)	up to 2' from curb	
<u>Bay window</u> (45-31.E.6)	up to 2' from curb	

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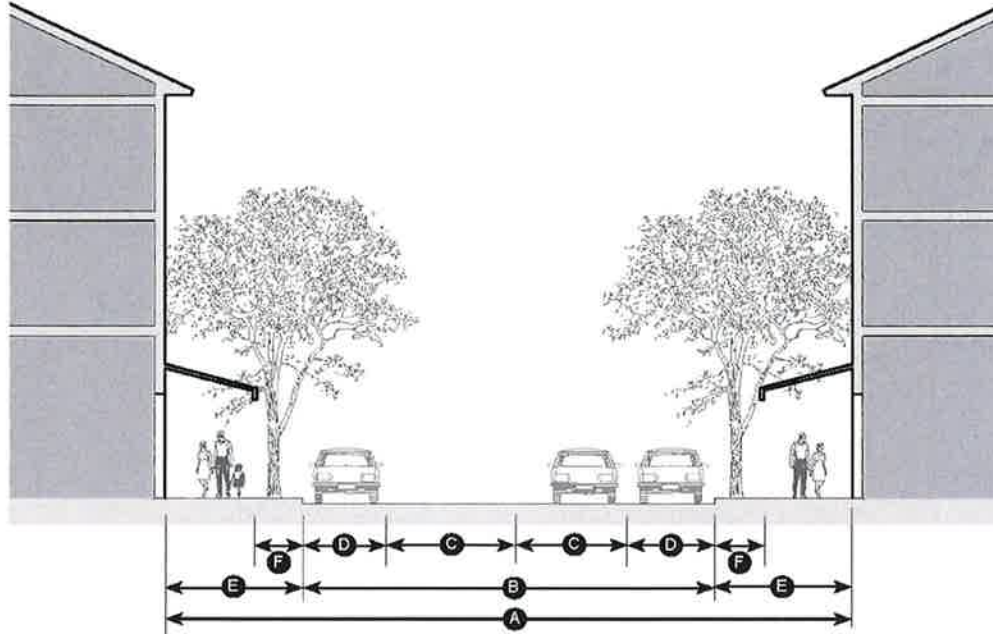
20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

G. Street, alley, and sidewalk easement standards.

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1. **Streets and blocks.** The regulating plan in Figure 1 indicates the block structure that will be created by existing and new streets within the C-3 district. Developers seeking site plan approval must create the streets shown in Figure 1. Developers may propose slight modifications to the alignment of those streets if the modified location would provide equivalent access and functionality and would not negatively affect abutting landowners or diminish the usefulness of the street network shown on the regulating plan. Modifications may be requested only through the special PUD procedures in subsection K below.
2. **Standards for internal streets.** Streets shall be designed in accordance with Figure 7 and constructed by the developer along all property borders concurrently with the development. On subjects where Figure 7 does not provide design guidance, for instance driveway widths and curb radii at intersections, design shall be in accordance with NACTO's *Urban Street Design Guide*. Pavement, subgrade, drainage, and utilities must meet construction specifications of the Village of North Palm Beach.
3. **Ownership and maintenance.** All streets within the C-3 district shall be owned and maintained privately unless another entity acceptable to the Village of North Palm and the Town of Lake Park accepts this responsibility. Irrespective of ownership and maintenance, landowners must guarantee perpetual public access to all street within the C-3 district in a form suitable to the attorneys of both municipalities.
4. **Alleys.** Several alleys are shown on the regulating plan in Figure 1 to provide service access to adjoining parcels. Additional alleys may be provided.
5. **Sidewalk easements.** Properties adjoining US Highway 1 and Northlake Boulevard must dedicate to the village a 7-foot perpetual sidewalk easement along those frontages, in a form acceptable to the Village Attorney. This easement must be paved to the same standards and elevation as the adjoining sidewalks at the time of development. The landscaping required by subsection 45-34.H shall be planted on the remainder of the property beyond the sidewalk easement.

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Figure 7



<u>Description:</u>	<u>Details:</u>	<u>Key:</u>
<u>Width of right-of-way</u>	<u>60'</u>	<u>A</u>
<u>Movement type</u>	<u>Slow</u>	
<u>Target speed</u>	<u>25 mph</u>	
<u>Width of pavement</u>	<u>36'</u>	<u>B</u>
<u>Travel lanes</u>	<u>2 – 10' travel lanes</u>	<u>C</u>
<u>Bicycle facilities</u>	<u>shared travel lanes</u>	<u>C</u>
<u>On-street parking</u>	<u>8' parallel parking</u>	<u>D</u>
<u>Pedestrian facilities</u>	<u>2 – 12' sidewalks</u>	<u>E</u>
<u>Furnishing strip:</u>		<u>F</u>
<u>Planter type</u>	<u>5' by 5' tree grates</u>	
<u>Tree spacing</u>	<u>30' average</u>	

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H. Landscaping standards.

1. ~~(4) *Landscaping.* Landscaping shall be required along the outer boundary of the C-3 zoning district (irrespective of any municipal boundary in the following areas as required by the village's landscaping requirements:) and also in unroofed parking areas whenever a parking area is constructed, reconstructed, or reconfigured. In addition to the other provisions of Chapter 27 of this Code, the following landscaping requirements shall be met:~~
 - a. Miscellaneous landscape elements, as required in section 45-88;
 - b. Off-street parking lots, as required in section 45-89;
 - c. Site perimeters, as required in section 45-90; and
 - d. Base of foundation, as required by section 45-91.
2. The village's landscaping requirements contain certain special requirements for the C-3 zoning district:
 - a. Section 45-90 requires minimum buffer widths for site perimeters.
 - i) The buffer widths specified for the C-3 district apply to all individual lots and development parcels in the C-3 district, except in the front yards of buildings that meet the standards for a gallery, storefront, or canopy building frontage type. See Table 45-90.
 - ii) Along US Highway 1 and Northlake Boulevard, buffer strips in front yards may not be planted on a sidewalk easement. See section 45-34.1.G.
 - b. Section 45-91 requires landscaped areas around the base of foundations. This requirement does not apply in the front yards of buildings that meet the standards for a gallery, storefront, or canopy building frontage type.
- a. ~~*Required landscaping adjacent to public rights-of-way:* The required landscaped strip between a public right-of-way and an off-street parking area shall be at least fifteen (15) feet wide and shall contain at least five (5) trees and eighteen (18) shrubs for each one hundred (100) lineal feet.~~
- b. ~~*Parking area interior landscaping for unroofed parking areas:* At least ten (10) percent of the total paved surface area shall be devoted to landscaped areas. Each area counting toward the ten (10) percent total shall have an average minimum dimension of ten (10) feet. At least one (1) tree shall be planted for every two hundred fifty (250) square feet of required internal planting area. No parking space shall be more than one hundred (100) feet from a tree planted in a permeable island, peninsula, or median having a ten-foot minimum width.~~

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

- 1 e. ***Indigenous native vegetation:*** To reduce maintenance and water
2 consumption, required landscaping shall include at least seventy-five
3 (75) percent indigenous native trees and fifty (50) percent indigenous
4 native shrubs.
- 5 d. ***Installation:*** All required landscaping shall be installed using
6 xeriscape principles including water conservation through the
7 appropriate use of drought-tolerant plants, mulching, and the reduction
8 of turn areas. Irrigation systems shall be designed to operate only when
9 needed and only in those areas that require irrigation.
- 10 e. ***Maintenance:*** The property owner shall be responsible for the
11 maintenance of all required landscaped areas in a healthy and vigorous
12 condition at all times. Required trees shall not be trimmed or pruned in
13 such a way as to alter or limit their normal mature height or crown
14 spread. If required plants die, they shall be replaced within sixty (60)
15 days.

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

I. Parking standards.

- (1) Location of parking lots. Surface parking lots must be set back from streets at least the distances provided in Table 11, as illustrated in Figure 8. Surface parking lots must be screened from streets as provided in subsection H above, except where buildings provide the screening.

Figure 8 Setbacks for Surface Parking Lots

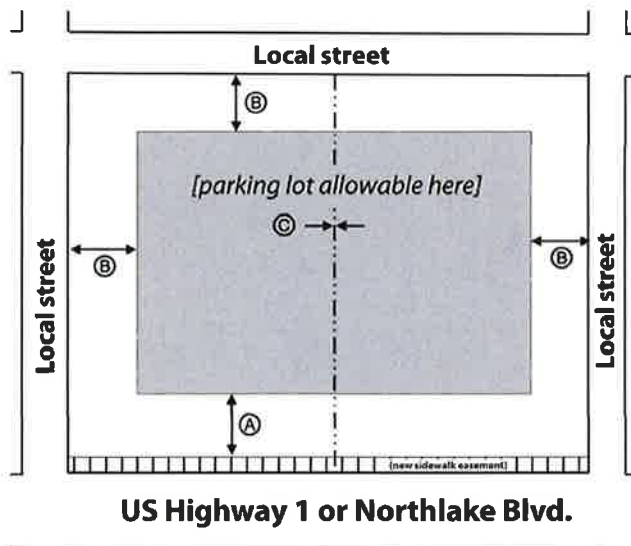


Table 11 Setbacks for Surface Parking Lots

<u>Parking lot setback, US Highway 1 or Northlake Blvd.</u>	<u>50' min.</u>	<u>A</u>
<u>Parking lot setback, local streets</u>	<u>30' min.</u>	<u>B</u>
<u>Parking lot setback, side lot lines</u>	<u>0' min.</u>	<u>C</u>
<u>Parking lot setback, alley</u>	<u>0' min.</u>	

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

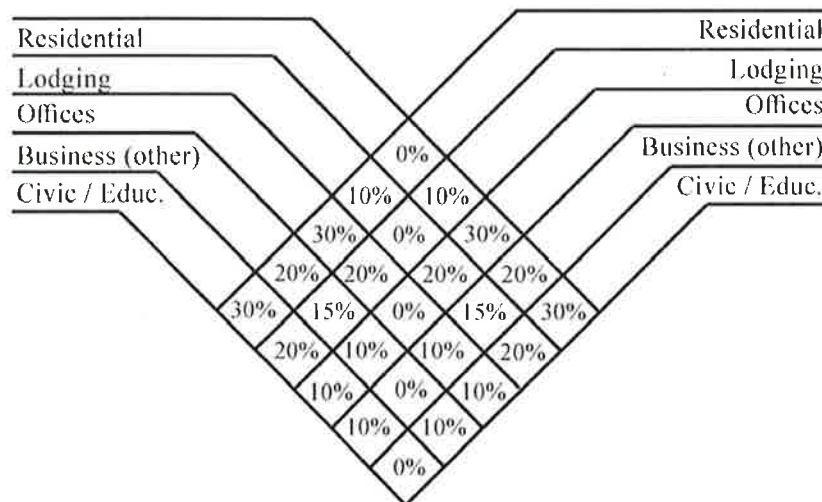
1 (2) Parking space ratios. Table 12 provides parking space ratios for
 2 various uses on a site. These ratios establish the minimum number of
 3 on-site parking spaces unless adjusted as provided in subsection 3.
 4 Ratios based on square feet refer to the gross floor area.

Table 12 Parking Space Ratios

<u>PROPOSED USE</u>	<u>PARKING SPACE RATIO</u>
RESIDENTIAL USES	
Mobile home park	(not permitted)
Dwelling, one family detached	(not permitted)
Dwelling, all other dwelling types	1.25 per unit
Live/work unit	1.50 per unit
Work/live unit	1 per 1,000 sq. feet
Assisted living facility	0.5 per resident
Community residence	1.50 per unit
Community residential home	1.50 per unit
LODGING USES	
Bed-and-breakfast establishment	1 per guest room
Hotel	1 per guest room
Motel	1 per guest room
Time-share unit	1.25 per unit
BUSINESS USES	
Offices, general	2 per 1,000 sq. feet
Office or clinic, medical or dental	3 per 1,000 sq. feet
Stores & services, general	2 per 1,000 sq. feet
Stores & services, large format	3 per 1,000 sq. feet
Adult entertainment	(not permitted)
Convenience store with fuel	5 per 1,000 sq. feet
Dog daycare	3 per 1,000 sq. feet
Drive-through facility (for any use)	---
Garage, parking	---
Heavy commercial and light industrial:	(not permitted)
Contractor and trade operation	(not permitted)
Vehicle sales or repair	(not permitted)
All other	(not permitted)
Medical marijuana treatment center	(not permitted)
Restaurant or cocktail lounge	10 per 1,000 sq. feet
Telecommunications antennas	---
CIVIC & EDUCATION USES	
Child care facility	1 per 12 students
Church or place of worship	1 per 4 peak attendees
Civic space	---
Family day care	(no additional parking)
Government building	2 per 1,000 sq. feet
Hospital or medical center	(not permitted)
Public space	---
School, public or private	1 per 12 students

- 1 **(3) Parking space adjustments.** The number of on-site parking spaces
 2 calculated using Table 12 shall be adjusted under any one or more of
 3 the following circumstances:
- 4 a. Mixed-use developments qualify for the shared-parking
 5 percentage reductions specified in Figure 9 provided the
 6 development includes at least 10% of its gross floor area in a
 7 second category on Figure 9 (residential, lodging, office,
 8 business, and civic/education uses).
- 9 b. A 15% reduction applies to all uses that are wholly located
 10 within ¼ mile from a road with at least hourly weekday bus
 11 service.
- 12 c. Each on-street parking space provided by the developer within ¼
 13 mile of the on-site parking lot will be counted as 2 required
 14 parking spaces.
- 15 d. No on-site parking spaces are required for an office, business, or
 16 civic/education use that occupies less than 1,500 square feet (up
 17 to three such uses per acre).
- 18 e. Up to half of the required spaces may be located up to ¼ mile
 19 off-site in a dedicated or joint-use parking lot provided that
 20 permission to use those spaces is specified in a binding
 21 agreement that is reviewed and approved during the site plan and
 22 appearance review process.
- 23 f. The required number of on-site parking spaces may also be
 24 reduced through the special PUD procedures in subsection K
 25 below or may be increased by a condition applied during the
 26 special PUD process.

Figure 9 Shared Parking Reductions



20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

1 (4) Physical standards for parking lots, driveways, and loading.
2 Physical standards for parking lots, driveways, and loading are
3 provided in subsection 45-36.J.

4 (5) Standards for parking garages. Parking spaces may be provided
5 under or in buildings or in dedicated parking garages instead of being
6 provided in uncovered surface parking lots. Such parking spaces need
7 not comply with the minimum setbacks for surface parking lots, but
8 must be screened from view from all streets. Screening may be
9 provided by habitable building space in the same building or with a
10 liner building that is at least two stories tall with habitable building
11 space at least 20 feet deep.

12 (2) ~~Off-street parking.~~ All proposed land uses shall provide a sufficient number of
13 parking spaces to accommodate the number of vehicles that can be expected to be attracted
14 to that use. Individual land uses can provide at least the number of spaces listed below on
15 the same parcel of land as the principal building (or on an adjoining parcel under identical
16 ownership) in lieu of using the parking space standards found elsewhere in this Code.
17 However, certain land uses may require less parking; and combinations of land uses may be
18 able to reduce the total number of spaces by sharing those spaces during differing peak
19 hours or because of pedestrian traffic or multi-purpose trips. Modified standards may be
20 approved if fewer spaces will accommodate the number of vehicles that can be expected to
21 be attracted to that use (or combination of uses) at the proposed location. Such a
22 modification may be made on individual parcels of land (or adjoining parcels under
23 identical ownership) by the building official when permitted by consensus national codes or
24 standards or after submission of persuasive technical evidence (such as publications of the
25 Institute of Transportation Engineers (ITE)). Modifications that involve shared parking on
26 parcels of land that are not under identical ownership, or parking in a different municipality
27 than the principal building regardless of ownership, may be approved through the special C-
28 3 PUD procedures found below in section 45-34.1(10):

- 29 a. ~~Auditoriums of any kind~~ — 1 space per 3 seats.
30 b. ~~Banks and other financial institutions~~ — 3 spaces per 1,000 square feet.
31 c. ~~Hotels and motels~~ — 1 space per guest room plus 1 space per 2 employees
32 during the peak period; parking for restaurants and other guest facilities to be
33 calculated separately.
34 d. ~~Offices, medical/dental~~ — 5 spaces per 1,000 square feet.
35 e. ~~Offices, all other~~ — 3 spaces per 1,000 square feet.
36 f. ~~Residential~~ — 2 spaces per dwelling unit.
37 g. ~~Restaurants and nightclubs~~ — 12 spaces per 1,000 square feet, except 6
38 spaces per 1,000 square feet for restaurants offering take-out service.
39 h. ~~Retail uses and personal services~~ — 4 spaces per 1,000 square feet, except
40 1.5 spaces per 1,000 square feet for furniture sales.
41 i. ~~Shopping centers~~ — 4 spaces per 1,000 square feet.
42 j. ~~Uses not listed above~~ to be determined by the building official using standards
43 found elsewhere in this Code or upon submission of persuasive technical
44 evidence about the number of vehicles that can be expected to be attracted.

NOTES:

- 45 1. All areas are measured as gross floor area except multi-tenant shopping
46 centers and office complexes, which are measured as gross leasable
47 area.
48

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

2. — Fractional spaces can be disregarded.
3. — Wherever the term "identical ownership" is used, the land parcels in question must be contiguous and must be owned by or under the unified control of the applicant.

- (3) — Off street loading and internal circulation. Requirements for off street loading, parking lot aisles, accessways, and general internal circulation shall be same as would apply in the C-1 zoning district.
- a. — *Lighting*: Parking lots shall be fully illuminated during hours of business operation with a minimum standard of illumination from closing to dawn per the Palm Beach County Code or ITE, whichever is more stringent.

J. (~~7~~) **Signs.** In addition to the other provisions of sections 6-111 through 6-117 of this Code, but notwithstanding any conflicting standards found therein, signs in the C-3 zoning district shall comply with the following regulations unless modified through the special C-3 PUD procedures.

- a. **Ground signs** are mounted on a monolithic base and are independent of any building for support. They are permitted only when the sign and base are monolithic and have essentially the same contour from grade to top. Ground signs that meet the following regulations are permitted in the C-3 district only along U.S. Route 1 and Northlake Boulevard:
1. Maximum number of ground signs: One (1) ground sign along U.S. Route 1 and one (1) ground sign along Northlake Boulevard, regardless of jurisdiction, North Palm Beach or Lake Park.
 2. Maximum height of ground sign base: Three (3) feet.
 3. Maximum height of ground signs: Thirteen (13) feet including the base, measured from the finished grade nearest the base (excluding berms).
 4. Maximum size of ground signs: One hundred (100) square feet; copy may be placed on two (2) sides of a ground sign without counting the area twice.
- b. **Pole signs** are not attached to any building and are supported upon the ground by poles or braces. Pole signs are not permitted in the C-3 district.
- c. **Wall signs** are those that are attached to the exterior of a building or structure in such a manner that the wall becomes the supporting structure, and may form the background surface, of the sign. Wall signs are permitted in the C-3 district provided they meet the following regulations:
1. Maximum depth of wall signs: Wall signs may not be painted directly on the wall and may not project more than two (2) feet from the building to which they are fastened.
 2. Allowable slope of wall signs: Wall signs may not be attached to walls that slope more than forty-five (45) degrees from a vertical plane.

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

- 1 3. Maximum height of wall signs: Eighteen (18) feet measured
2 from the finished grade nearest the wall, except that on a
3 building of more than two (2) stories, a single wall sign is
4 allowed above eighteen (18) feet. No wall sign may extend above
5 the top of the wall to which it is attached.
- 6 4. Maximum number of wall signs: One (1) permanent wall sign is
7 permitted for each business which has direct ground level walk-
8 in access from a public or private roadway or sidewalk, and one
9 additional permanent wall sign identifying the building is
10 permitted for each multiple occupancy complex.
- 11 5. Maximum size of wall signs: Five (5) percent of the area of the
12 wall to which it is attached; or seven (7) percent if the front
13 building setback is greater than seventy (70) feet; or ten (10)
14 percent if the front building setback is greater than one hundred
15 (100) feet. However, in no case shall a wall sign exceed one
16 hundred (100) square feet in size.

17 d. **Roof signs** are erected and constructed wholly on and over the roof of
18 a building, and are supported by the roof structure or are an integral
19 part of the roof. Roof signs are not permitted in the C-3 district.

20 e. **Size computations:** When these regulations establish the maximum
21 size of a sign, it shall be computed by means of the smallest square,
22 circle, rectangle, triangle, or combination thereof that will encompass
23 the extreme limits of the writing, representation, emblem, or other
24 display, together with any material or color forming an integral part of
25 the background of the display or used to differentiate the sign any
26 backdrop or structure against which it is placed.

27 f. **Allowable colors:** Notwithstanding the regulations in Chapter 6 of this
28 Code, color tones utilized for all signs complying with these
29 regulations shall be compatible with surrounding area.

30 g. **Lighting:** Signs containing illumination shall be turned off by 12:00
31 a.m. (midnight) each night, or when the business closes, whichever is
32 later.

33 h. **Appeals:** Notwithstanding conflicting appeal procedures found
34 elsewhere in this Code, all requests for modifications to sign
35 regulations in the C-3 zoning district shall be made through the special
36 C-3 PUD procedures found below in subsection K. 45-34.1(10).

37 ~~(8) **Surface water management.** A complete surface water management system~~
38 ~~shall be provided to current standards of the South Florida Water~~
39 ~~Management District whenever a building or parking area is substantially~~
40 ~~redeveloped.~~

41 ~~(9) **Location of business for retail sales of alcoholic beverages.**~~

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

- 1 a. ~~No licensed retail sales of alcoholic beverages shall be carried on~~
2 ~~where the proposed place of business is within five hundred (500) feet~~
3 ~~of a church, synagogue, temple or other place of worship.~~
- 4 b. ~~The method of measurement provided for above shall be made or~~
5 ~~taken from the main front entrance of such church to the main front~~
6 ~~entrance of the applicants proposed place of business along the route~~
7 ~~of ordinary pedestrian traffic.~~
- 8 e. ~~The restrictions of section 45-34.1(9), (1)[a.] shall not apply to the~~
9 ~~retail sale of beer, ale or wine for off-premises consumption.~~
- 10 d. ~~The restrictions of section 45-34.1(9), (1)[a.] shall not apply to any~~
11 ~~bona fide restaurant as defined and licensed under Florida Statutes as a~~
12 ~~restaurant with full kitchen facilities, regardless of size or seating~~
13 ~~capacity, where alcoholic beverages are served solely as an accessory~~
14 ~~use to the restaurant and only when such restaurant is open for the sale~~
15 ~~and service of food.~~

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

1 **K. Review procedures.** ~~(10) Special C-3 Planned Unit Development (PUD)~~
2 ~~provisions. Land in a C-3 zoning district may have fragmented ownership~~
3 ~~or may adjoin a municipal boundary. Despite these complications,~~

4 **(1) Generally:** The Village of North Palm Beach desires to provide a ~~for~~
5 ~~an added degree of flexibility in the placement and interrelationship of~~
6 ~~the buildings, streets, and land uses in the C-3 this district.~~

- 7 a. One (1) or more landowners in the C-3 district may elect to use
8 these special C-3 PUD procedures described here to seek
9 approval of a site development plan that resolves ownership or
10 boundary complications and/or which differs from the literal
11 terms of these zoning and land development regulations.
- 12 b. These special PUD procedures may also be used to seek approval
13 for certain land uses that are not permitted by right in the C-3
14 district. (see section 45-34.1(1) above) or to request a specific modification
15 to the sign regulations. However, any PUD approval under these procedures
16 must be consistent with the spirit and intent of the C-3 zoning district and
17 must also be consistent with the Comprehensive Plan.
- 18 c. Landowners with no boundary complications and no desire to
19 modify regulations or add uses may seek approval of a site
20 development plan in accordance with their current approvals and
21 the standards in this code without using these special PUD
22 procedures.
- 23 d. Whether or not the special PUD procedures are requested, all
24 proposed site development plans in the C-3 district shall be
25 forwarded to the Town of Lake Park for their review and
26 comment prior to approval or rejection by the Village of North
27 Palm Beach.

28 **(2) a. Allowable changes to existing regulations, except uses:** No PUD
29 approval can permit any development that is inconsistent with the
30 Comprehensive Plan. Subject to this limitation, changes may be
31 considered through ~~this~~ the special C-3 PUD process to any other
32 zoning and land development regulations, including sign regulations
33 and specific requirements of the C-3 zoning district, that the village
34 council finds would meet the special PUD standards set forth below,
35 unduly constrain desirable re-use and/or redevelopment of land in the
36 C-3 zoning district. After any such changes are made by the village
37 council, those changes shall govern to the extent of conflict with these
38 regulations.

39 **(3) b. Additional land uses:** The following Certain land uses are not
40 permitted by right but may be approved by the village council in
41 response to a specific special C-3 PUD application. Those uses are
42 listed in Table 1 (see section 45-34.1.B).

- 43 1. Automobile, truck, or motorcycle dealers (new or used).

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

2. ~~Cultural, civic, educational, health care, and religious facilities.~~
3. ~~Nursing or convalescent homes.~~
4. ~~Offices for non-profit, religious, or governmental activities.~~
5. ~~Automobile service stations, not involving automobile repairs or maintenance, including ancillary uses of convenience store and car wash.~~

(4) ~~e.~~ ***Minimum special C-3 PUD requirements:***

- a. ~~There is no minimum parcel size for special C-3 PUD applications. However, most favorable consideration will be given to applications that encompass the largest possible land area, and no parcel that is smaller than its size when this section was adopted (March, 1995) may be submitted unless it was properly platted through the provisions of these land development regulations.~~
- b. All parcels submitted in a single PUD application must be contiguous and must be owned by or under the unified control of the applicant.
- c. If the parcel being submitted has been or is proposed to be subdivided from a larger parcel that had been approved through a previous C-3 site development plan or PUD approval, the new application must include formal authorization to seek the requested approval from all current owners of the previously approved larger parcel.

(5) ~~d.~~ ***PUD application procedures:*** PUD applications made under this section shall be accompanied by the applicable fee and shall contain the following:

- a. ~~1.~~ Satisfactory evidence of unified control of the entire area within the proposed PUD; agreement to abide by the conditions of approval, if granted; and ability to bind successors in title to these conditions if the proposed development is built.
- b. ~~2.~~ A proposed site development plan in sufficient detail to show the approximate locations of buildings, parking ~~areas~~ lots and garages, and stormwater management facilities. This plan shall also show the exact locations of all streets and alleys and all access points to public streets and to any abutting land zoned C-3, whether in Lake Park or North Palm Beach.
- c. ~~3.~~ Unless clearly shown directly on the site development plan, an explicit list of zoning and land development regulations for which changes are sought, and the proposed alternate standards.
- d. ~~4.~~ A specific list describing any of the additional land uses listed in section 45-34.1.B ~~(10)~~ b. for which the applicant is requesting approval.
- e. Any special PUD application that proposes to modify or replace an allowable building frontage in 45-31.4.D must identify the

20. PROPOSED CHANGES TO C-3 ZONING DISTRICT (§ 45-34.1)

1 proposed alternate building frontage using the same format as
2 Tables 2 through 7.

3 f. Any special PUD application that proposes to move, modify, or
4 eliminate a proposed street or alley shown on the regulating plan
5 in Figure 1 must identify the alternate location or design of
6 streets and alleys.

7 g. ~~5.~~ Any volunteered limiting conditions that could provide
8 assurances that the development as proposed would further the
9 intent and spirit of the C-3 district and the Comprehensive Plan.

10 h. The site development plan, lists of alternate standards and
11 additional land uses, and volunteered conditions should be
12 submitted in a format suitable for attachment to an ordinance
13 approving the requests.

14 (6) e. ***PUD approval process:*** PUD applications under this section shall
15 be forwarded along with recommendations from staff to the planning
16 commission, which after holding a public hearing shall make a formal
17 recommendation of approval, partial approval, or disapproval. The
18 village council shall also hold a public hearing and decide whether to
19 approve, partially approve, or disapprove the PUD application. Unless
20 the application is disapproved in full, this action shall be by ordinance.
21 The applicant may then proceed to obtain all other needed
22 development permits in accordance with the village's regulations.

23 (7) ***PUD approval standards:*** The following standards shall be analyzed
24 by the Village Council when considering PUD requests:

25 a. PUD modifications must further or at least not interfere with
26 achieving the intent of the C-3 district.

27 b. PUD modifications including additional uses must not interfere
28 with legitimate rights of other C-3 property owners and must be
29 compatible with surrounding neighborhoods.

30 c. Modified building frontages must further or at least not interfere
31 with the mixed-use and pedestrian-oriented character the C-3
32 district.

33 d. Modified street alignments and street designs must provide
34 equivalent access and functionality and must not negatively
35 affect abutting landowners or diminish the usefulness of the
36 street network shown on the regulating plan.

37 (8) f. ***PUD applications abutting or crossing a municipal boundary:***
38 Any PUD application for property abutting or crossing the Lake Park
39 town boundary shall meet all of the above requirements. In addition, to
40 protect the interests of other C-3 landowners and the town, a decision
41 on the PUD application shall be made by the village council only at a
42 joint meeting with the Lake Park Town Commission.

8. PROPOSED CHANGES TO DEFINITIONS (§ 45-2)

1 **Sec. 45-2. – Definitions.**

2 For the purpose of this ~~code ordinance~~, certain words and terms are defined
3 as follows: [*amend or add the following definitions in section 45-2*]

4 **Liner building** means a separate building along a street or other public
5 space that hides parking or blank walls from view.

6 **Medical or dental office or clinic** means a facility providing health care
7 services to the public by physicians, dentists, chiropractors, osteopaths, physical
8 therapists, nurses, acupuncturists, podiatrists, optometrists, psychiatrists,
9 veterinarians, or others who are duly licensed to practice their respective medical
10 or dental profession in the State of Florida, as well as those technicians and
11 assistants who are acting under the supervision and control of a licensed health
12 care practitioner. These uses shall not include establishments where patients are
13 lodged overnight and are subject to additional regulations regarding the
14 dispensing of controlled substances set forth in section 45-36.S of this chapter.

15 **Mixed-use commercial** means a development pattern where complementary
16 uses of land are located within walking distances. Complementary uses may
17 include ~~combination of~~ retail commercial; and non-retail commercial such as
18 offices; lodging uses; civic and education uses; and dwellings other than one-
19 family detached dwellings. ~~businesses where non-retail tenants comprise fifty (50)~~
20 percent or more of the gross floor area. Any combination of retail and non-retail
21 businesses where the retail component comprises fifty (50) percent or more of the
22 gross floor area shall be classified as a retail commercial facility.

23 **Use group** means any of the four groups of allowable uses that certain
24 zoning districts employ to define uses that are permitted by right, permitted by
25 special exception only, or are not permitted in that zoning district. The four
26 groups are Residential Uses, Lodging Uses, Business Uses, and Civic &
27 Education Uses. The following terms are used in these use groups:

28 **RESIDENTIAL USE-GROUP DEFINITIONS:**

29 **Mobile home park** is defined earlier in section 45-2.

30 **Dwelling, one family detached** is a building containing one dwelling
31 unit that is not attached to any other dwelling by any means (see definition
32 of dwelling and dwelling unit earlier in section 45-2).

33 **Dwelling, all other dwelling types** (see definition of dwelling and
34 dwelling unit earlier in section 45-2).

35 **Live/work unit** is a single dwelling unit in a detached building, or in a
36 multifamily or mixed-use building, that also accommodates permitted
37 commercial uses within the dwelling unit.

38 **Assisted living facility** is defined earlier in section 45-2.

39 **Community Residential Home** is defined earlier in section 45-2.

8. PROPOSED CHANGES TO DEFINITIONS (§ 45-2)

LODGING USE-GROUP DEFINITIONS:

Bed and breakfast establishment is a dwelling unit or guest rooms personally and physically operated and occupied by an owner or manager where transient guests are permitted to reside in exchange for payment.

Hotel is a facility offering transient lodging accommodation to the general public and which may include additional facilities and services such as restaurants, meeting rooms, entertainment, personal services, and recreational facilities.

Motel is defined earlier in section 45-2.

Time-share unit is defined earlier in section 45-2.

BUSINESS USE-GROUP DEFINITIONS:

Offices, general is a room or group of rooms used to conduct the affairs of a business, profession, service, or government and generally furnished with desks tables, files, and communication equipment. A medical or dental office or clinic is not considered '*Offices, general*' for purposes of this code.

Office or clinic, medical or dental (see definition of *medical or dental office or clinic* earlier in section 45-2; also see additional regulations in subsections 45-36.S and 45-36.T).

Stores & services, general means establishments that sell food or merchandise or provide personal or professional services, including but not limited to the following uses that are defined earlier in section 45-2: drug store; non-retail commercial; office or clinic, medical or dental; personal care; pharmacy; and retail commercial. The following uses are not considered '*Stores & services, general*' for purposes of this code:

- Stores & services, large format
- Adult entertainment
- Contractor and trade operation
- Convenience store with fuel
- Dog daycare
- Drive-through facility (for any use)
- Garage, parking
- Heavy commercial and light industrial
- Limited access self-storage facilities
- Medical marijuana treatment center
- Medical marijuana treatment center dispensing facility
- Restaurant or cocktail lounge
- Telecommunications antenna
- Vehicle sales or repair

8. PROPOSED CHANGES TO DEFINITIONS (§ 45-2)

1 Stores & services, large format has the same meaning as 'Stores &
2 services, general' as defined by this code, except that the establishment
3 contains over 50,000 square feet of enclosed floor area.

4 Adult Entertainment is defined earlier in section 45-2.

5 Contractor and trade operation is an establishment that is primarily
6 engaged in providing an off-site service but which maintains a business
7 office and inventory or equipment at a central location, such as a general
8 contractor or subcontractor, pest control operator, caterer, surveyor, etc.

9 Convenience store with fuel is an establishment that provide limited
10 services primarily to the motoring public such as fuel sales, car washing, or
11 car detailing, and that may also sell merchandise including food and
12 beverages.

13 Dog daycare is an establishment providing daytime care and training
14 for domestic dogs and other pets.

15 Drive-through facility is any establishment that provides physical
16 facilities which allow its customers to obtain food or goods, receive
17 services, or be entertained while remaining in their vehicles.

18 Garage, Parking. A building or structure or portion thereof used
19 exclusively for the storage or parking of automobiles. Service other than
20 storage shall be limited to refueling, lubrication, and detailing.

21 Heavy commercial and light industrial is any use that the Village of
22 North Palm does not allow or allows only in the C-2 and I-1 zoning districts,
23 including but not limited to:

- 24 • Contractor and trade operation
- 25 • Junkyard
- 26 • Kennel (commercial)
- 27 • Limited access self-storage facility
- 28 • Light manufacturing
- 29 • Vehicle sales or repair
- 30 • Warehouse

31 Limited access self-storage facility is an enclosed structure primarily
32 for indoor storage.

33 Medical marijuana treatment center is defined earlier in section 45-2.

34 Medical marijuana treatment center dispensing facility is defined in
35 in section 45-38 and prohibited in section 45-39.

36 Restaurant or cocktail lounge is an establishment where food and
37 drink are prepared, served, and consumed mostly within the principal
38 building; outdoor seating is subject to separate provisions in this code.

8. PROPOSED CHANGES TO DEFINITIONS (§ 45-2)

1 Telecommunications antenna include antenna towers (see definition
2 of antenna and antenna tower earlier in section 45-2).

3 Vehicle sales or repair includes any establishment that repairs or
4 displays and sells new or used motor vehicles including automobiles,
5 motorcycles, golf carts, trucks, watercraft, recreational vehicles, and trailers.

6 CIVIC & EDUCATION USE-GROUP DEFINITIONS:

7 Child care facility is defined earlier in section 45-2.

8 Church or place of worship is defined earlier in section 45-2.

9 Civic space is a small outdoor space that serves as a focal point for
10 civic and recreational uses. Civic spaces are typically constructed by
11 landowners when they build on adjoining property.

12 Family day care is defined earlier in section 45-2.

13 Government buildings are provided by village, state, regional, or
14 federal agencies to carry out public --purposes.

15 Hospital or medical center is defined earlier in section 45-2.

16 Public space is an outdoor space that is maintained by a government
17 or nonprofit entity as a civic amenity for the general public. Public spaces
18 include plazas, parks, playgrounds, water accesses, etc.

19 School, public or private is defined earlier in section 45-2.

11. PROPOSED CHANGES TO SIMILAR USES (§ 45-16.1)

1 **Sec. 45-16.1. - Similar uses.**

2 (a) The community development director shall determine which uses proposed
3 ~~A use~~ within a commercial or mixed-use zoning district have substantially
4 the same characteristics as a use not specifically listed as a permitted use,
5 ~~but possessing~~ Proposed uses with characteristics that are similar to a
6 permitted use, but not substantially the same, may be established only upon
7 written application to the community development director for a special use
8 permit.

9 (b) In evaluating an application for a special use permit for the establishment of
10 a similar use, the community development director shall, in consultation
11 with other village departments, consider the characteristics of the proposed
12 use, including, but not limited to, size, intensity, density, operating hours,
13 demands for public facilities, traffic impacts and business practices.

14 (c) Upon review and evaluation of the application, the community development
15 director shall present his or her recommendation to the village council for
16 final consideration on the next available council agenda.

17 (d) The village council shall conduct a public hearing on the application for
18 special use permit and determine whether the application meets the criteria
19 set forth in subsection (b) above. The village council shall grant or deny the
20 application by written order.

21 (e) In granting a special use permit, the village council may impose conditions
22 necessary to ensure that the proposed use:

- 23 (1) Is compatible with the existing or planned character of the
24 neighborhood in which it would be located;
- 25 (2) Will not have an adverse impact upon adjacent properties; and
- 26 (3) Will not interfere with the use of adjacent properties.

27 Such conditions may include restrictions on the size and operating
28 hours of the proposed use.

29 (f) If the conditions imposed by the special use permit are not met, the
30 community development director may revoke the permit. A permit holder
31 may appeal the revocation of a special use permit by filing an appeal, in
32 writing, to the Zoning Board of Adjustment within thirty (30) days of receipt
33 of written notice of revocation.

24. PROPOSED CHANGES TO OFF-STREET PARKING (§ 45-36.J)

1 **Sec. 45-36.J.** Whenever, ~~by this ordinance,~~ off-street parking is required
2 in any commercial or mixed-use district or in any R-3 apartment dwelling district,
3 ~~no such parking facilities shall be hereafter constructed as follows, in addition to~~
4 any specific requirements of the zoning district: until a permit therefor shall have
5 been issued by the building inspector, and until the plans and specifications
6 therefor are such that:

- 7 a. Such off-street parking area is designed with appropriate means of
8 vehicular access to a public street or alley.
9 *[the remainder of subsection a. is existing language that is being*
10 *relocated from section 27-36] ~~Sec. 27-36. Accessways. The maximum~~*
11 *width of a residential accessway ~~through the perimeter landscaped~~*
12 *strip to an off-street parking or other vehicular use area shall be*
13 *twenty (20) feet for two-way vehicular movement and ten (10) feet for*
14 *one-way vehicular movement, measured at the narrowest point. For*
15 *commercial uses, ~~the maximum width for two-way accessways shall be~~*
16 *twenty-four (24) feet and may be wider only on county and state roads,*
17 *subject to approval by county and state transportation officials. ~~two~~*
18 *~~(2) times that for residential uses.~~*
- 19 i) *No more than one (1) two-way accessway shall be permitted for*
20 *any street frontage up to one hundred (100) lineal feet or no*
21 *more than two (2) one-way accessways shall be permitted for*
22 *any street frontage up to one hundred (100) lineal feet, such*
23 *standards to be applicable to any property under one (1)*
24 *ownership.*
- 25 ii) *Where such ownership involves over one hundred (100) feet of*
26 *street frontage, one (1) additional two-way or two (2) additional*
27 *one-way drives may be permitted for each additional one*
28 *hundred (100) feet of frontage or major fraction thereof, except*
29 *where restricted by other provisions of this code or by county*
30 *and state transportation regulations. ~~The balance of such street~~*
31 *~~frontage not involved with accessways shall be landscaped in~~*
32 *~~accordance with the provisions of this article.~~*
- 33 b. Such off-street parking area is designed with appropriate vehicular
34 maneuvering areas. Each required parking space shall measure at least
35 9 feet by 18 feet.
- 36 c. Such off-street parking area is paved with an asphaltic or concrete
37 surfacing, or other material designed to prevent dust.
- 38 d. Such off-street parking area is so constructed, graded and surfaced as
39 to prevent surface water from draining onto public right-of-way, or on
40 adjoining properties, the outlets for such surface waters to be
41 connected directly or indirectly to storm sewer conduits terminating in

24. PROPOSED CHANGES TO OFF-STREET PARKING (§ 45-36.J)

1 existing publicly controlled waterways or in other seepage areas
2 approved by the building department.

- 3 e. Such off-street parking areas shall be used for vehicular traffic only,
4 with no sales, dead storage, repair work, dismantling or servicing of
5 any kind unless expressly permitted by the zoning of the district in
6 question.
- 7 f. If lighting of such areas is to be provided, the plans therefor shall be
8 such that such lighting shall reflect away from any public street and at
9 such an angle as to prevent glare or undue illumination of residential
10 properties in the neighborhood.
- 11 g. Parking lots shall be landscaped as provided in the landscaping
12 regulations in Article VIII (section 45-81 et seq.).
- 13 h. Parking lots shall be designed and improved to facilitate loading and
14 unloading. There shall be adequate space for standing, loading and
15 unloading services to avoid undue interference with public use of
16 streets or alleys.

29. Landscaping (new)

1 R. **Perimeter landscaping.** Only access ways and easements shall be permitted
2 as interruptions in perimeter landscaping and shall be included in the
3 calculation of linear dimension. No structures or parking are to be located in
4 this landscape area.

5 S. **Landscaping in public road right-of-way.** Maintenance of landscaped
6 rights-of-way shall be the responsibility of the project's property owner or,
7 as agreed upon in the development order approving the project, by special
8 districts created for unified maintenance.

9 **Sec. 45-88. 6-9. - Miscellaneous landscape elements.**

10 A. **Alternative landscape materials.** A landscape plan may utilize one or more
11 materials not specifically authorized in this article and must be demonstrated
12 to be consistent with the purposes and intent of this article.

13 B. **Screening required.** Uses ~~within the overlay zone~~ that shall be required to
14 be screened from public view include mechanical equipment areas, parking
15 areas, satellite dishes mounted on the ground, chain-link or other non-
16 opaque fence or wall type, accessory use structures, and other elements as
17 defined by this article.

18 C. **Perimeter walls and fences.**

- 19 1. Perimeter walls, metal or wood fences, or other nonliving landscape
20 materials may be used in conjunction with vegetation to meet required
21 landscaping.
22 2. Approved walls or fences shall be set back from property lines
23 sufficiently to include landscape on the outside of the wall or fence.
24 Chain link fences shall have a green or black vinyl covering.
25 3. Maintenance of the wall or fence and associated landscaping by the
26 property owner is required.

27 D. **Storage and garbage collection sites.** All outside storage and trash or
28 garbage collection sites shall be completely screened from view, utilizing a
29 structural barrier and any approved combination of hedges (a minimum of
30 three (3) feet in height) ~~structural barriers, and berms that will or any~~
31 ~~combination thereof to~~ one hundred (100) percent screen the area from
32 view.

33 E. **Service areas.**

- 34 1. Service areas of nonresidential buildings, when visible from the street
35 right-of-way or adjacent residential land use, shall have barriers and a
36 hedge at a minimum of six (6) feet in height to screen the service area
37 from this use.

29. Landscaping (new)

- 1 2. Service areas may include interior or exterior work bays associated
2 with full service gas stations, tire repair, auto repair business, as well
3 as any business proposing loading or unloading docks.
- 4 F. **Backflow preventers.** Backflow preventer systems shall be screened from
5 public view, utilizing any combination of trees, palms, hedges, or other
6 barriers.
- 7 G. **Reserved. ~~Mulch.~~** [*mulch standards relocated to 45-87.N.3*]
- 8 H. **Pavers.** The use of pavers or similar impervious material, excluding
9 sidewalks, shall not exceed thirty (30) percent coverage of an open space
10 area, and shall not be wider than twelve (12) feet if used in a required
11 landscape buffer area.
- 12 I. ~~**Signs.** Landscaping around ground/monument signs is required and shall be
13 provided pursuant to article 7.~~
- 14 I. ~~2.~~ **Landscape area around signs.** [*relocated from subsection 45-89.H.2*]
15 1. a. A three (3) foot wide planting area shall be required around the
16 base of all signs except signs that are mounted on buildings.
17 2. b. One (1) shrub for each ten (10) square feet of sign surface area shall
18 be installed within the three (3) foot planting area at the base of the
19 sign.
20 3. c. Ground/monument signs may be surrounded by ground cover
21 instead of shrubs.
22 4. d. Landscaping and trees which interfere with signage may be
23 relocated to the rear of the sign planting area.
- 24 J. **Advertising.** At no time shall a landscaped area be used for advertising
25 display or sales. Temporary signs may not be placed in landscaped areas.
- 26 K. **Earth berms.** Earth berms shall use long and gentle slopes and as non-
27 living landscape barriers only when installed in conjunction with plant
28 materials.
- 29 1. Berms five (5) feet or less in height shall have a maximum slope of
30 2:1. Berms greater than five (5) feet in height shall not exceed a ratio
31 of 3:1 in slope.
- 32 2. Hedges used in combination with earth berms to meet the six (6) foot
33 screen requirements shall be installed at the height necessary to
34 provide the total six (6) foot screen at time of planting.

29. Landscaping (new)

1 **Sec. ~~45-89. 6-10.~~ - Landscape requirements for off-street parking** 2 **lots, areas.**

3 A. ***Minimum spacing of shade trees.***

- 4 1. The minimum shade tree spacing for interior parking lots areas shall
5 be such that the center of any parking space is not more than forty (40)
6 feet from the center of a ~~the~~ shade tree.
- 7 2. Any required shade tree may be replaced by a minimum of three (3)
8 palms clustered together, as long as the affected parking bays are more
9 than fifty (50) feet from a public street.

10 B. ***Landscape islands.***

- 11 1. ***Interior islands.*** An interior landscape island shall be required for
12 every nine (9) parking spaces located in a row or fraction thereof.
 - 13 a. Interior islands shall be spaced a maximum of ninety (90) feet
14 apart.
 - 15 b. Interior islands shall measure at least (15) feet in length and eight
16 (8) feet in width (or five (5) feet in width for parcels less than 1
17 acre), excluding required curbing.
 - 18 c. A minimum of one hundred twenty (120) square feet of pervious
19 surface areas shall be provided.
 - 20 d. A minimum of one (1) shade tree shall be planted in each interior
21 island, in addition to shrubs and mulch or ground cover.
- 22 2. ***Terminal islands.*** Each row of parking spaces shall be terminated by
23 landscape islands.
 - 24 a. Terminal islands shall measure at least (15) feet in length and
25 eight (8) feet in width (or five (5) feet in width for parcels less
26 than 1 acre), excluding required curbing.
 - 27 b. A minimum of one hundred twenty (120) square feet of pervious
28 surface areas shall be provided.
 - 29 c. A minimum of one (1) shade tree shall be planted in each
30 terminal island, in addition to shrubs and mulch or ground cover.
- 31 3. ***Landscape diamonds.*** ~~The use of Landscape diamonds may be~~
32 ~~substituted for interior landscape islands parking lot tree planting is~~
33 ~~permitted as per this section for parcels less than 1 acre, but not for~~
34 ~~terminal excluding islands at the end of parking rows.~~
 - 35 a. ~~I. *Landscape diamonds.*~~ 1. On these small parcels, landscape
36 diamonds may be distributed throughout the interior of an off-

29. Landscaping (new)

1 street parking ~~lot area~~ to provide shading of parked motor
2 vehicles as an alternative to interior landscape islands.

- 3 b. ~~2. Landscape diamonds~~ Tree planting areas shall be located only
4 at the common intersection of four (4) parking spaces and spaced
5 no greater than four (4) spaces apart.
6 c. ~~3. The ground within the diamond tree planting area~~ shall
7 receive appropriate landscape treatment, including shrubs and
8 mulch or groundcover.
9 d. ~~4. The minimum diamond size tree planting area~~ shall be
10 twenty-five (25) square feet and the minimum dimension shall be
11 five (5) feet by five (5) feet, not including curb treatment.
12 e. A minimum of one (1) shade tree shall be planted in each
13 diamond. ~~3. Each planter island shall contain at least one~~
14 ~~canopy tree for each one hundred (100) square feet of area or~~
15 ~~fraction thereof, in addition to shrubs and mulch or ground cover.~~

- 16 4. ~~Terminal and landscape islands.~~ Each row of parking spaces shall be
17 terminated by landscape islands, which measure a minimum of eight
18 (8) feet in width, excluding required curbing, and fifteen (15) feet in
19 length. A minimum of one hundred twenty (120) square feet of
20 pervious surface areas shall be provided. A minimum of one (1) tree
21 shall be planted in each terminal island.
22 5. ~~Interior landscape islands.~~ A minimum of one (1) interior landscape
23 island shall be provided for every nine (9) parking spaces or fraction
24 thereof and shall be spaced a maximum of ninety (90) feet apart.
25 Interior islands shall measure not less than eight (8) feet in width,
26 excluding required curbing, and fifteen (15) feet in length. A minimum
27 of one hundred twenty (120) square feet of pervious surface areas shall
28 be provided. A minimum of one (1) tree shall be planted in each
29 interior island.
30 6. ~~Lots equal to or less than one (1) acre.~~ For lots equal to or less than
31 one (1) acre, terminal and interior landscape islands shall be a
32 minimum of five (5) feet in width, excluding required curbing, and
33 fifteen (15) feet in length.

34 C. *Divider median.*

- 35 1. Divider medians shall be installed between rows of parking and
36 between all parking/vehicular use areas.
37 2. ~~2.~~ One (1) tree shall be planted for each thirty (30) linear feet of a
38 divider median, or fraction thereof.
39 3. ~~3.~~ The minimum width shall be five (5) feet of un-encroached
40 landscape area.

29. Landscaping (new)

1 D. ~~Minimum size for landscape areas.~~

- 2 1. ~~The minimum landscape area shall contain no dimension less than five~~
3 ~~(5) feet in width, measured from the inside of the curb.~~
- 4 2. ~~There shall be no landscape area smaller than twenty five (25) square~~
5 ~~feet.~~
- 6 3. ~~Landscape areas within interior parking areas may be reduced if the~~
7 ~~areas shall constitute an obstruction in use of a building structure,~~
8 ~~providing the reduced square footage is relocated so as to emphasize~~
9 ~~entrance corridors or special landscaped areas within the general~~
10 ~~parking area.~~

11 D. ~~E.~~ **Protection of landscape areas.** All landscape areas shall be protected by
12 curbs or wheel stops from vehicular encroachment and from the damages
13 caused by vehicles overhanging into landscape areas.

- 14 1. **Landscaping.** In addition to grass, landscaping shall be required to be
15 at least thirty (30) inches from the edge of the wheel stop or curbing.
- 16 2. **Overhang areas.** ~~Vehicle Parking lots areas~~ designed to permit
17 vehicles overhanging into landscaped areas shall not be permitted to
18 count the first thirty (30) inches of landscape area as open space.
- 19 3. **Curbing.** All landscape areas subject to vehicular encroachment shall
20 be separated from vehicular use areas by six (6) inch, non-mountable,
21 FDOT-type 'D' or FDOT-type 'F', concrete or asphalt curbing. The
22 curbing shall be machine-laid, formed-in-place or integral with the
23 pavement. Curbing may be interrupted to accommodate drainage,
24 paths, or sidewalks.
- 25 4. **Wheel stops.**
- 26 a. Wheel stops shall have a minimum height of six (6) inches above
27 finished grade of the parking ~~lot area~~, shall be properly anchored,
28 and continuously maintained in good condition.
- 29 b. The space between the wheel stop and the end of the parking
30 space may be paved as required by the building division for
31 anchoring and maintenance purposes.
- 32 c. Wheel stop anchor rods shall be set through the pavement and
33 the bottom of the wheel stop must rest fully on the pavement to
34 prevent rocking.

29. Landscaping (new)

1 E. A landscape buffer, at least five (5) feet in width, shall be provided along all
2 sides of the parking lot, excluding a side or sides that abut a building.

3 F. Hedges:

- 4 1. ~~All parking, loading, or storage areas adjacent to the right-of-way;~~
5 ~~including driveways to parking lots, shall include a continuous hedge~~
6 ~~that is maintained at a minimum of three (3) feet at maturity.~~
- 7 2. ~~"Dwarf" hedges may be installed and maintained at a minimum height~~
8 ~~of eighteen (18) inches when adjacent to an automobile sales display~~
9 ~~area.~~

10 G. Maintenance. ~~Regular maintenance of vehicular use areas adjacent to all~~
11 ~~landscape areas shall include replacement of broken curbs or curb stops as~~
12 ~~needed to keep the general appearance in good condition and safe.~~

13 H. Safe sight distance triangles. ~~[moved to subsection 45-90.C]~~

14 ~~2. Landscape area around signs. [moved to subsection 45-88.I]~~

29. Landscaping (new)

1 **Sec. 45-90. 6-11. – Landscape requirements for site perimeters.**

2 **Minimum landscape buffer and planting requirements:**

- 3 A. ***Minimum buffer width for site perimeters, required.*** A landscape buffer of
 4 the widths specified in Table 45-90 shall be provided a minimum of eight
 5 (8) feet in width around the perimeter of all parcels in the specified zoning
 6 districts.

<i>Table 45-90 – Minimum Buffer Widths</i>			
	<i>Front Yard</i>	<i>Side Yard</i>	<i>Rear Yard</i>
<i>R-3</i>	<u>8 feet</u>	<u>5 feet</u> ¹	<u>5 feet</u>
<i>C-MU</i>	<u>5 feet</u> ²	–	<u>5 feet</u>
<i>C-2</i>	<u>8 feet</u>	<u>10 feet</u>	<u>5 feet</u> ³
<i>C-3</i>	<u>5 feet</u> ²	–	<u>5 feet</u> ⁴
<i>C-NB</i>	<u>5 feet</u>	–	<u>5 feet</u>
<i>All other commercial</i>	<u>5 feet</u>	<u>5 feet</u> ⁴	<u>5 feet</u>
<i>I-1</i>	see section 45-38		

7 **NOTES:**

- 8 ¹ Only required in side yards that adjoin R-1 or R-2 districts
- 9 ² Does not apply to all building frontage types; along US Highway 1 and Northlake
 10 Boulevard, the front yard landscape buffer may not be planted on a sidewalk
 11 easement (see subsections 45-31.E.6 and 45-34.1.H)
- 12 ³ Not required on parcels that adjoin the railroad right-of-way
- 13 ⁴ Only required on parcels that adjoin US Highway 1 or Northlake Boulevard (see
 14 subsection 45-34.1.H)
- 15 ⁵ Only required in side yards that adjoin less intense zoning districts (e.g. any
 16 residential district; or for industrial districts, any residential, commercial, or
 17 mixed-use district)

18 **However, additional buffer width shall be provided as indicated below:**

- 19 1. A minimum landscape buffer of ten (10) feet in width shall be required
 20 on lands located adjacent to public rights-of-ways that are one hundred
 21 ten (110) feet wide or less;
- 22 2. A minimum landscape buffer of at least fifteen (15) feet in width shall
 23 be required on lands located adjacent to public rights-of-ways that are
 24 one hundred eleven (111) to one hundred fifty (150) feet wide;
- 25 3. A minimum landscape buffer of at least twenty (20) feet in width shall
 26 be required on lands located adjacent to public rights-of-ways that are
 27 greater than one hundred fifty (150) feet wide; and

29. Landscaping (new)

- 1 4. A landscape buffer, at least five (5) feet in width, shall be provided
2 along all sides of the parking lot, excluding that side or sides, which
3 abut a building. *[relocated to subsection 45-90.E]*
- 4 B. ~~Mature height.~~ Vegetation should be planted taking into consideration the
5 mature height and spread of the species.
- 6 C. ~~Spacing.~~ The maximum spacing of planting trees shall be thirty (30) feet on
7 center along any perimeter buffer.
- 8 B. ~~D. Perimeter Landscape requirements for site perimeters.~~ Perimeter
9 landscape buffers shall be installed and maintained in accordance with the
10 following standards. Easements and access ways, which traverse required
11 perimeter landscape buffers, shall be included in the calculation of linear
12 dimension.
- 13 1. ***Palm Trees.***
- 14 a. Within the perimeter landscape buffer, a specimen palm or a
15 group of three (3) palm trees may be substituted for one (1)
16 required shade canopy tree; however, not more than fifty (50)
17 percent of the required shade canopy trees may be replaced by
18 palm trees.
- 19 b. ~~In right-of-way buffers only, Royal or Phoenix palms, excluding~~
20 ~~Phoenix roebellini, may be counted as one (1) required canopy~~
21 ~~tree. These palms shall:~~
- 22 1) ~~Not exceed a maximum of thirty (30) percent of all trees~~
23 ~~required in the buffer;~~
- 24 2) ~~Be spaced a maximum of twenty (20) feet on center; and~~
- 25 3) ~~Be a minimum of either six (6) feet of gray wood for Royal~~
26 ~~palms or eight (8) feet clear trunk for Phoenix palms.~~
- 27 2. ***Slash pines.***
- 28 a. Slash pines planted in perimeter buffers shall be installed in
29 groups of no less than three (3).
- 30 b. Each group of slash pines shall average a minimum of ten (10)
31 feet in height and may be counted as one (1) required shade
32 ~~canopy~~ tree.
- 33 3. ***Hedges and shrubs.***
- 34 a. At the time of installation, required hedges and shrubs shall be a
35 minimum of twenty-four (24) inches in height, and spaced at a
36 maximum of twenty-four (24) inches on center.
- 37 b. Required hedges shall form a continuous solid opaque visual
38 screen of at least thirty-six (36) inches in height within two (2)
39 years of planting.

29. Landscaping (new)

- 1 4. **Shade Canopy tree and palm clustering.**
2 a. Shade Canopy trees and palms may be clustered in right-of-way
3 buffers if the clusters are spaced a maximum of thirty (30) feet
4 apart, and/or consist of trees of varied height, which when
5 averaged, equal the minimum tree height requirements, and are
6 located on property containing a minimum of three hundred
7 (300) linear feet along the right-of-way.
- 8 5. ***Walls and fences within right-of-way buffer.***
9 a. If a wall or fence is used, the required landscaping shall be
10 located between the wall or fence and the right-of-way.
11 b. Walls and fences shall not encroach upon easements, unless
12 approved in writing by the easement holder.
13 c. Wall or fences shall be setback a minimum of ten (10) feet from
14 the edge of the ultimate right-of-way unless a wall with a
15 continuous footer is used, then the wall shall be setback to
16 provide a minimum of ten (10) clear feet for planting.
- 17 6. **Mature height and spacing.** Vegetation should be planted taking into
18 consideration the mature height and spread of the species. The
19 maximum spacing of trees planted in perimeter buffers shall be thirty
20 (30) feet on center.

C. **H. Safe sight distance triangles.**

21 [relocated from section 45-89.H and modified as indicated]

22 Safe sight distance triangles ~~may be required~~ shall be provided in
23 accordance with the County Design Manual, published by the Palm Beach
24 County Department of Engineering and Public Works, to restrict placement
25 of visual obstructions. ~~1. Landscape limitations. a. Safe sight distancee~~
26 ~~triangle areas shall be maintained to provide unobstructed visibility at a~~
27 ~~level between thirty (30) inches and eight (8) feet above the crown of the~~
28 ~~adjacent roadway and in a way that does not that might~~ create a traffic
29 hazard. ~~b. Landscaping on state roads shall be installed in accordance with~~
30 the roadside clear zone provisions of the State of Florida Department of
31 Transportation's Manual of Uniform Minimum Standards for Design,
32 Construction, and Maintenance of Streets and Highways, as amended. ~~e.~~
33 All landscaping within the safe sight distance triangle area shall be planted
34 and perpetually maintained by the property owner, in accordance with this
35 section.
36

29. Landscaping (new)

1 Sec. 45-91. 6-12. – Landscape requirements for base of foundation, 2 landscaping and plantings.

3 A. Location and width.

- 4 1. There shall be foundation landscape areas between 2 feet and 5 feet in
5 width immediately around the base landscaping within five (5) feet of
6 all buildings and structures, and
7 a. These landscape areas shall be provided along all four (4)
8 facades of all commercial structures, excluding rear service areas
9 not visible by a public road right-of-way or not generally
10 traveled by the public or visible from adjacent structures.
11 b. 2. The combined length of the required foundation planting shall
12 be no less than forty (40) percent of the total length of the
13 applicable side of the structure.
14 2. This requirement shall not apply in the C-MU and C-3 zoning districts
15 in front of buildings that meet the standards for a gallery, storefront, or
16 canopy building frontage type.

17 ~~B. Irrigation. All foundation areas shall be irrigated and of the appropriate size~~
18 ~~to accommodate the mature size of the vegetation to be planted.~~

19 B. C. Minimum standards.

- 20 1. ~~The minimum standards for~~ When required, foundation landscaping
21 ~~shall be determined by the building height and function, and always~~
22 ~~extend along the portions of a facade that directly abut a parking lot~~
23 ~~area or vehicular use area, excluding entryways, doorways, or other~~
24 ~~building improvements.~~
25 1. ~~The foundation planting area for a one-story building shall be at least~~
26 ~~five (5) feet wide, unless foundation landscaping would interfere with~~
27 ~~the intended use and function of a building.~~
28 2. ~~The foundation planting area for a building of two (2) or more stories~~
29 ~~shall be not less than thirty (30) percent of the height of the adjacent~~
30 ~~wall.~~
31 3. ~~At least one shade tree or palm cluster shall be installed for each thirty~~
32 ~~(30) linear feet, or fraction thereof, of facade width.~~
33 2. a. A minimum of one (1) small tree per facade shall be planted, using
34 a species suitable for this location, ~~and~~ The remainder of the landscape
35 area shall be treated appropriately with plantings which may include
36 shrubs, vines, flower boxes, ground cover, and mulch, and with
37 pedestrian accessways.
38 b. ~~Trees and palms shall be of an installed size relating to the height of~~
39 ~~the adjacent wall or facade, as indicated in Table 6-12.~~

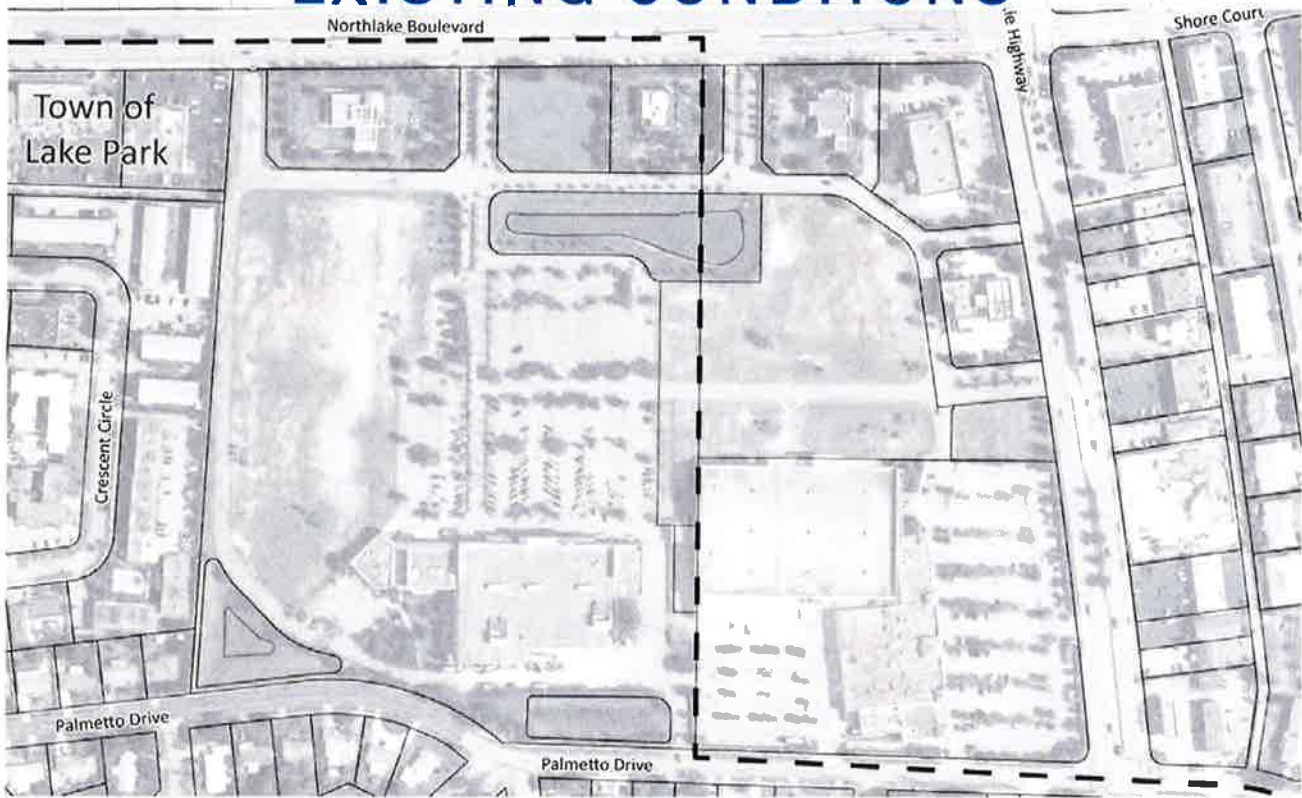
FOR REFERENCE ONLY
NOT YET APPROVED AS A
MASTER PLAN

NORTHLAKE PROMENADE VILLAGE SHOPPES PUD

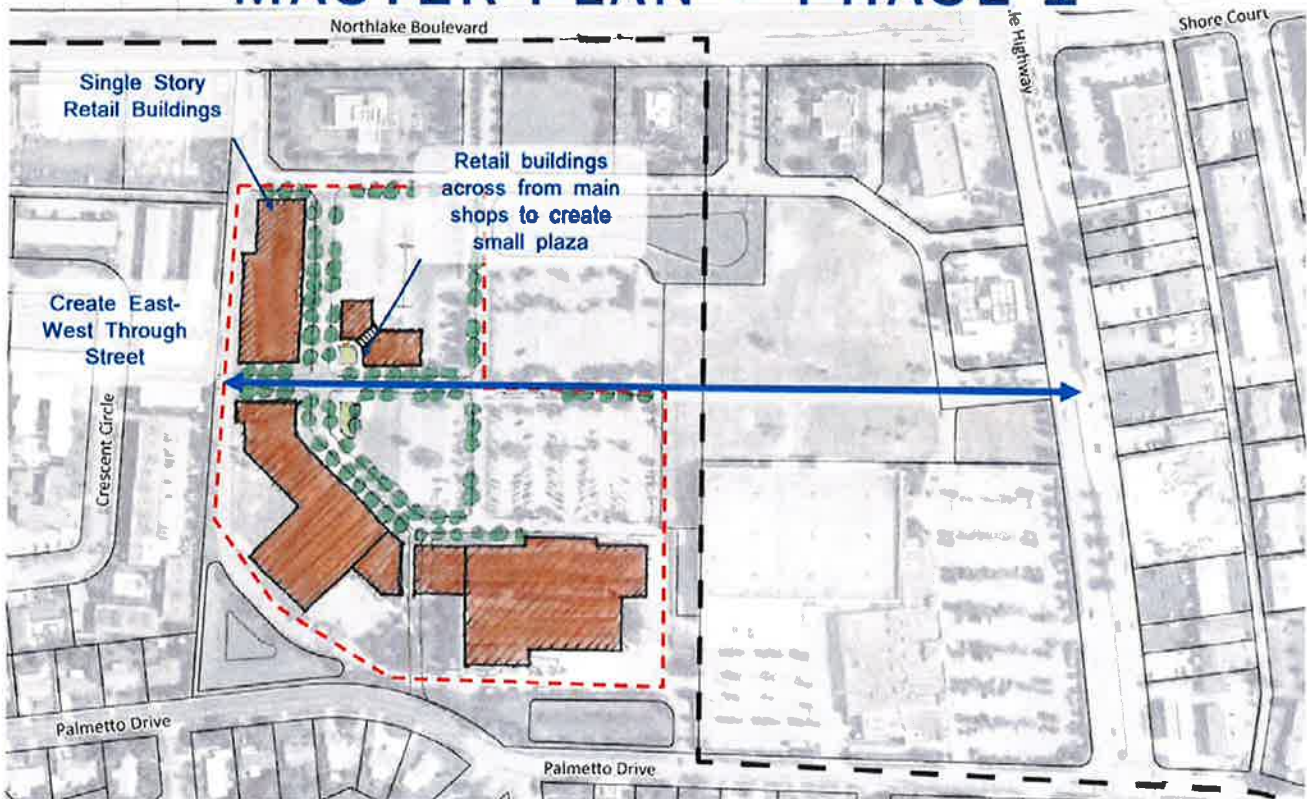
SITE CONTEXT



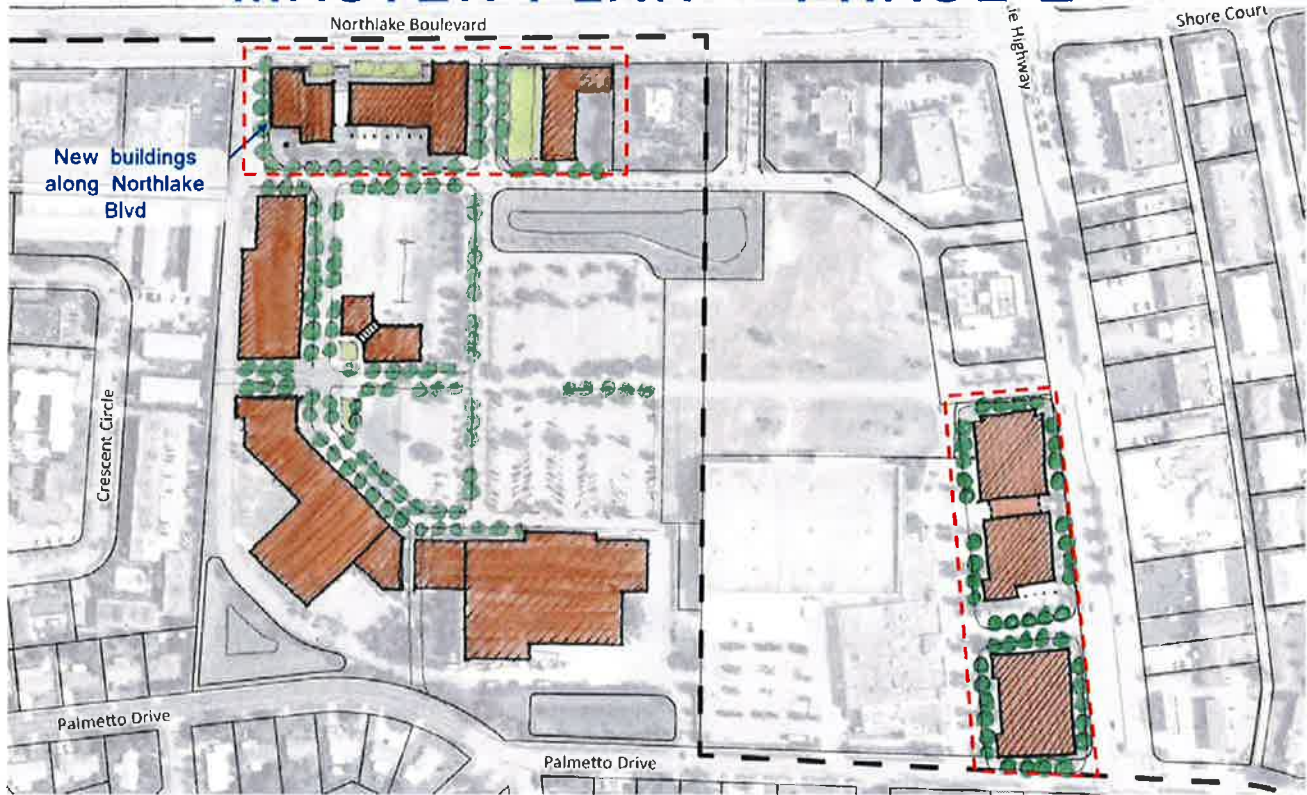
EXISTING CONDITIONS



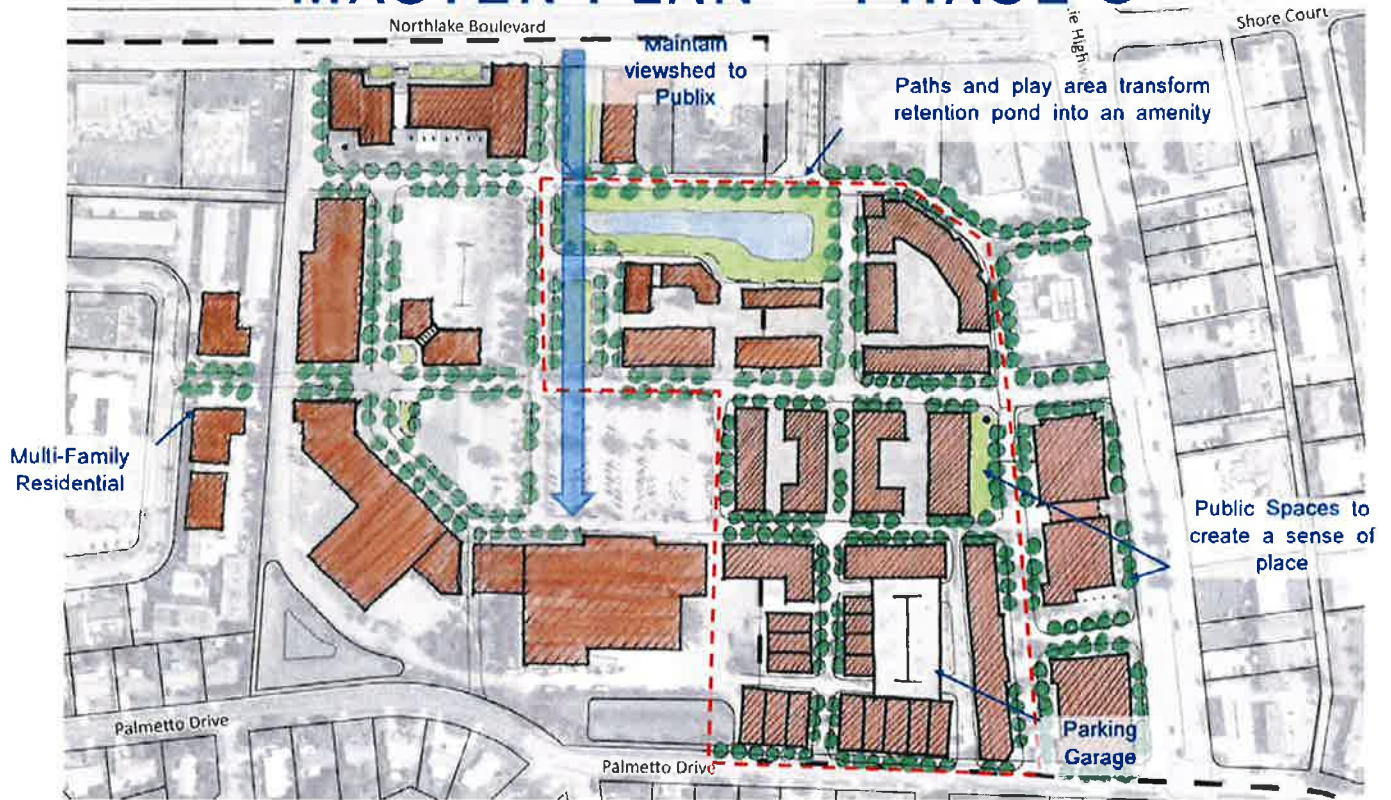
MASTER PLAN - PHASE 1



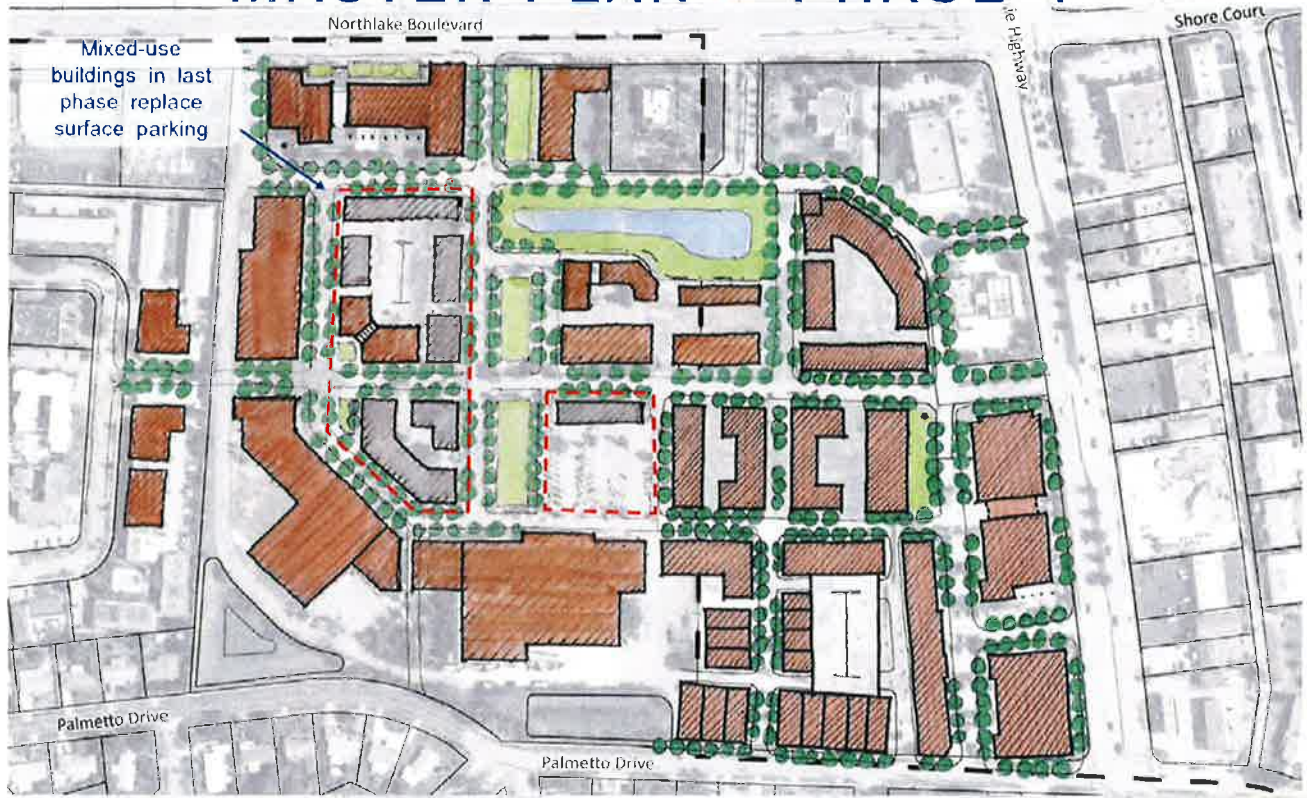
MASTER PLAN - PHASE 2



MASTER PLAN - PHASE 3



MASTER PLAN - PHASE 4



WOOLBRIGHT CORNER BUILDING



WOOLBRIGHT CORNER BUILDING



OPTION 2

WOOLBRIGHT CORNER BUILDING



OPTION 3

WOOLBRIGHT CORNER BUILDING



OPTION 4

WOOLBRIGHT CORNER BUILDING



OPTION 5

DESIGN CONCEPT



MASTER PLAN AERIAL



PHASE 1

MASTER PLAN AERIAL



PHASE 2

MASTER PLAN AERIAL



PHASE 3

MASTER PLAN AERIAL



PHASE 4

MASTER PLAN AERIAL



- Uses**
- Restaurants
 - Grocery
 - Small Shopping Mall
 - Town Houses
 - Live work Units
 - Apartments
 - Offices
 - Mixed use
 - Plaza
- Unit counts**
- New Housing Units: 603
 - New Leasable: 252,889 SF

PROJECT DATA



STREET LEVEL VIEW

THE OPTIMAL MIX OF USES



Mixed-Use Building



Live/Work Building



Civic Building



Apartment Building



Apartment House



Townhome



Small House



House



Accessory Dwelling Unit

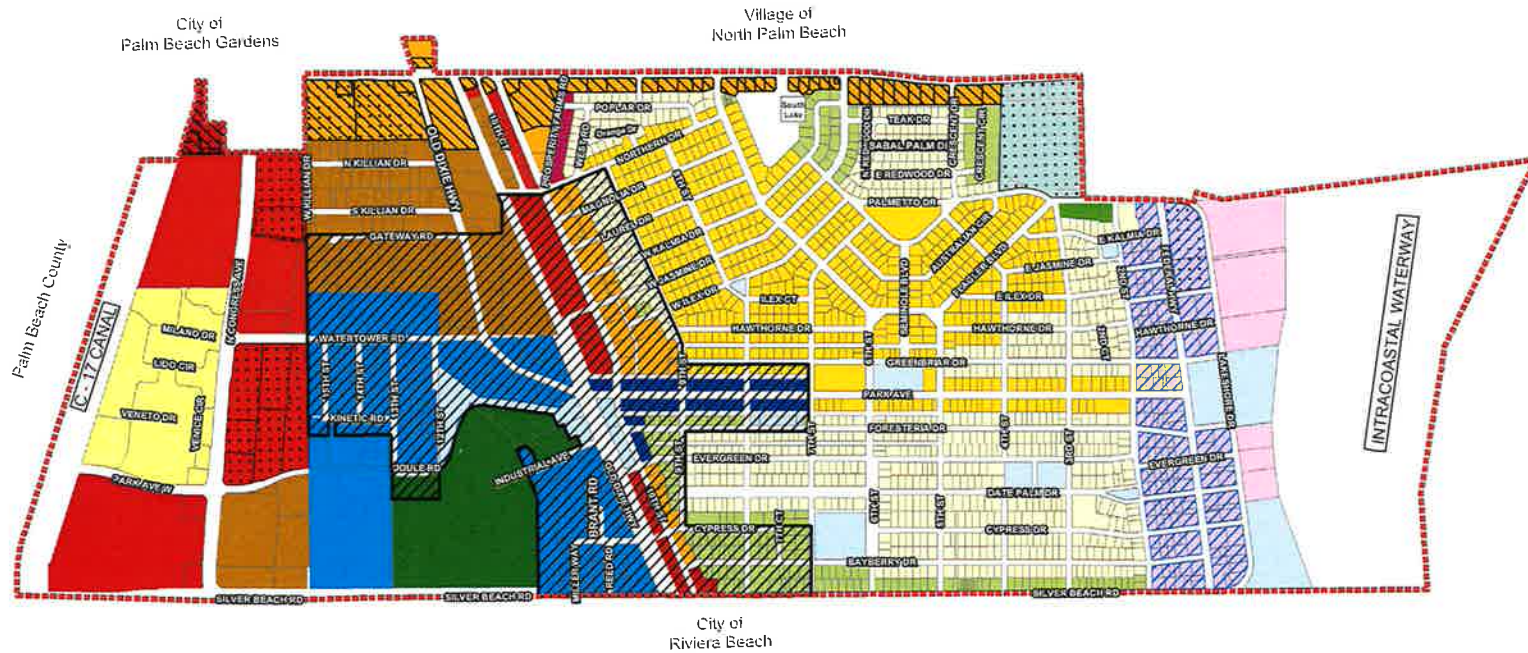
MASTER PLAN AERIAL



THE OPTIMAL MIX OF USES



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

C2 BUSINESS DISTRICT

C3 BUSINESS DISTRICT

C4 BUSINESS DISTRICT

CLIC CAMPUS LIGHT INDUSTRIAL & COMMERCIAL

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

R1B TWO FAMILY RESIDENCE DISTRICT

R2 MULTIPLE FAMILY RESIDENCE DISTRICT

R2A MULTIPLE FAMILY RESIDENCE DISTRICT

R3 MULTIPLE FAMILY RESIDENCE DISTRICT

TND TRADITIONAL NEIGHBORHOOD DEVELOPMENT

Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS

Produced and maintained by the CGA
Geographic Information Systems Services



Map Date: 10/8/2018



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)
ndtommaso@lakeparkflorida.gov

EXISTING TOWN CODE

Sec. 78-73. - C-3 regional business district.

The C-3 regional business district is designed for the reuse and/or redevelopment of commercial property. It contains special regulations and procedures that are integrated with those of the Village of North Palm Beach to avoid conflicts that could otherwise be created by the location of the town/village boundary. Within C-3 business districts, the following regulations shall apply:

- (1) *Uses permitted.* Within the C-3 zoning district, no building, structure, land or water shall be used, unless otherwise permitted by these regulations, except for any combination of the following purposes:
 - a. Banks, savings and loans, stockbrokers and similar financial institutions.
 - b. Business offices, including medical and professional services.
 - c. Community residential homes, provided that any such community residential home is not located within a radius of 1,200 feet of another such community residential home.
 - d. Hotels, motels and time-share units.
 - e. Multiple-family dwellings (each building containing three or more units) and customary accessory uses, subject to any limitations on residential uses in the adopted comprehensive plan.
 - f. Personal services typically offered in conjunction with shopping facilities, such as laundromats, dry cleaners, barbershops and beauty shops, child care facilities, health clubs and shops for the repair, cleaning or rental of items weighing less than 100 pounds.
 - g. Restaurants and other establishments where food and/or beverages are prepared and served.
 - h. Retail sale of new or antique merchandise that is displayed indoors only, whether in freestanding buildings or in a centrally managed shopping center or enclosed mall.
 - i. Theaters and other entertainment facilities, including nightclubs, game rooms, bowling alleys and similar establishments, provided they are fully enclosed and provided such uses shall not include an adult entertainment establishment as defined in this Code.
 - j. Transient residential use.
 - k. Group home is a permitted use provided that any group home is not located within a radius of 1,000 feet of another existing group home.
- (2) *Off-street parking.* All proposed land uses shall provide a sufficient number of parking spaces to accommodate the number of vehicles that can be expected to be attracted to that use. Individual land uses can provide at least the number of spaces listed below on the same parcel of land as the principal building (or on an adjoining parcel under identical ownership) in lieu of using the parking space standards found elsewhere in this Code. However, certain land uses may require less parking; and combinations of land uses may be able to reduce the total number of spaces by sharing those spaces during differing peak hours or because of pedestrian traffic or multipurpose trips. Modified standards may be approved if fewer spaces will accommodate the number of vehicles that can be expected to be attracted to that use (or combination of uses) at the proposed location. Such a modification may be made on individual parcels of land (or adjoining parcels under identical ownership) by the community development director when permitted by consensus national codes or standards or after submission of persuasive technical evidence (such as publications of the Institute of Transportation Engineers (ITE)). Modifications that involve shared parking on parcels of land that are not under identical ownership or parking in a different municipality than the principal building, regardless of ownership, may be approved through the special C-3 PUD procedures found below in subsection (10) of this section.
 - a. Auditoriums of any kind—One space per three seats.

EXISTING TOWN CODE

- b. Banks and other financial institutions—Three spaces per 1,000 square feet.
- c. Hotels and motels—One space per guestroom plus one space per two employees during the peak period; parking for restaurants and other guest facilities to be calculated separately.
- d. Offices, medical/dental—Five spaces per 1,000 square feet.
- e. Offices, all other—Three spaces per 1,000 square feet.
- f. Residential—Two spaces per dwelling unit.
- g. Restaurants and nightclubs—Twelve spaces per 1,000 square feet, except six spaces per 1,000 square feet for restaurants offering takeout service.
- h. Retail uses and personal services—Four spaces per 1,000 square feet, except 1.5 spaces per 1,000 square feet for furniture sales.
- i. Shopping centers—Four spaces per 1,000 square feet.
- j. Uses not listed above—To be determined by the community development director using standards found elsewhere in this Code or upon submission of persuasive technical evidence about the number of vehicles that can be expected to be attracted.

NOTES:

- 1. All areas are measured as gross floor area, except multitenant shopping centers and office complexes, which are measured as gross leasable area.
 - 2. Fractional spaces can be disregarded.
 - 3. Wherever the term "identical ownership" is used, the land parcels in question must be contiguous and must be owned by or under the unified control of the applicant.
- (3) *Off-street loading and internal circulation.*
- a. *Generally.* Requirements for off-street loading, parking lot aisles, accessways, and general internal circulation shall be same as would apply in the C-1 zoning district.
 - b. *Lighting.* Parking lots shall be fully illuminated during hours of business operation with a minimum standard of illumination from closing to dawn per the county code or ITE, whichever is more stringent.
- (4) *Landscaping.* Landscaping shall be required along the outer boundary of the C-3 zoning district (irrespective of any municipal boundary) and also in unroofed parking areas whenever a parking area is constructed, reconstructed or reconfigured. In addition to the other provisions of article VIII of this chapter, the following landscaping requirements shall be met:
- a. *Required landscaping adjacent to public rights-of-way.* The required landscaped strip between a public right-of-way and an off-street parking area shall be at least 15 feet wide and shall contain at least five trees and 18 shrubs for each 100 lineal feet.
 - b. *Parking area interior landscaping for unroofed parking areas.* At least ten percent of the total paved surface area shall be devoted to landscaped areas. Each area counting toward the ten percent total shall have an average minimum dimension of ten feet. At least one tree shall be planted for every 250 square feet of required internal planting area. No parking space shall be more than 100 feet from a tree planted in a permeable island, peninsula, or median having a ten-foot minimum width.
 - c. *Indigenous native vegetation.* To reduce maintenance and water consumption, required landscaping shall include at least 75 percent indigenous native trees and 50 percent indigenous native shrubs.
 - d. *Installation.* All required landscaping shall be installed using xeriscape principles, including water conservation through the appropriate use of drought-tolerant plants, mulching and

EXISTING TOWN CODE

the reduction of turn area. Irrigation systems shall be designed to operate only when needed and only in those areas that require irrigation.

- e. *Maintenance.* The property owner shall be responsible for the maintenance of all required landscaped areas in a healthy and vigorous condition at all times. Required trees shall not be trimmed or pruned in such a way as to alter or limit their normal mature height or crown spread. If required plants die, they shall be replaced within 60 days.
- (5) *Setbacks and height.* The following setback, height and spacing regulations apply in the C-3 zoning district:
- a. *Perimeter setbacks.* All buildings and structures shall be set back a minimum of 30 feet from the outer boundary of the C-3 zoning district, except an interior common municipal boundary. For buildings in excess of two stories or 30 feet in height, one foot shall be added to the required perimeter setback for each extra foot of height over 30 feet.
 - b. *Additional setbacks to internal property lines.* The need for building setbacks to property lines adjoining other land zoned C-3 is related to the existing or proposed uses of those properties. Unless modified through the special C-3 PUD procedures found below in subsection (10) of this section, all new buildings and structures shall be set back a minimum of 25 feet from each of its property lines.
 - c. *Maximum building height.* The maximum height of any building shall be 50 feet.
 - d. *Spacing between buildings.* The minimum spacing between individual buildings on the same or adjoining C-3 properties shall be as required by applicable fire and building codes.
- (6) *Maximum lot coverage.* There is no fixed cap on lot coverage or floor area ratio. Maximum intensity will be governed by the application of the parking, loading, setback, building height and surface water management standards found herein.
- (7) *Signs.* In addition to the other provisions of chapter 70, but notwithstanding any conflicting standards found therein, signs in the C-3 zoning district shall comply with the following regulations, unless modified through the special C-3 PUD procedures:
- a. *Ground signs.* Ground signs are mounted on a monolithic base and are independent of any building for support. Ground signs are permitted only when the sign and base are monolithic and have essentially the same contour from grade to top. Ground signs that meet the following regulations are permitted in the C-3 district only along Northlake Boulevard:
 - 1. *Maximum number of ground signs:* One ground sign along Northlake Boulevard, regardless of jurisdiction, Lake Park or North Palm Beach.
 - 2. *Maximum height of ground sign base:* Three feet.
 - 3. *Maximum height of ground signs:* Thirteen feet, including the base, measured from the finished grade nearest the base (excluding berms).
 - 4. *Maximum size of ground signs:* One hundred square feet; copy may be placed on two sides of a ground sign without counting the area twice.
 - b. *Pole signs.* Pole signs are not attached to any building and are supported upon the ground by poles or braces. Pole signs are not permitted in the C-3 district.
 - c. *Wall signs.* Wall signs are those that are attached to the exterior of a building or structure in such a manner that the wall becomes the supporting structure, and may form the background surface, of the sign. Wall signs are permitted in the C-3 district provided they meet the following regulations:
 - 1. *Maximum depth of wall signs:* Wall signs may not be painted directly on the wall and may not project more than two feet from the building to which they are fastened.

EXISTING TOWN CODE

2. *Allowable slope of wall signs:* Wall signs may not be attached to walls that slope more than 45 degrees from a vertical plane.
 3. *Maximum height of wall signs:* Eighteen feet measured from the finished grade nearest the wall, except that on a building of more than two stories, a single wall sign is allowed above 18 feet. No wall sign may extend above the top of the wall to which it is attached.
 4. *Maximum number of wall signs:* One permanent wall sign is permitted for each business which has direct ground level walk-in access from a public or private roadway or sidewalk, and one additional permanent wall sign identifying the building is permitted for each multiple occupancy complex.
 5. *Maximum size of wall signs:* Five percent of the area of the wall to which it is attached; or seven percent if the front building setback is greater than 70 feet; or ten percent if the front building setback is greater than 100 feet. However, in no case shall a wall sign exceed 100 square feet in size.
- d. *Roof signs.* Roof signs are erected and constructed wholly on and over the roof of a building, and are supported by the roof structure or are an integral part of the roof. Roof signs are not permitted in the C-3 district.
 - e. *Size computations.* When these regulations establish the maximum size of a sign, it shall be computed by means of the smallest square, circle, rectangle, triangle or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign any backdrop or structure against which it is placed.
 - f. *Allowable colors.* Notwithstanding the regulations in chapter 70, color tones utilized for all signs complying with these regulations shall be compatible with surrounding area.
 - g. *Lighting.* Signs containing illumination shall be turned off by 12:00 midnight each night, or when the business closes, whichever is later.
 - h. *Appeals.* Notwithstanding conflicting appeal procedures found elsewhere in this Code, all requests for modifications to sign regulations in the C-3 zoning district shall be made through the special C-3 PUD procedures found below in subsection (10) of this section.
- (8) *Surface water management.* A complete surface water management system shall be provided to current standards of the South Florida Water Management District whenever a building or parking area is substantially redeveloped.
 - (9) *Automatic fire sprinkler systems.* All new buildings in the C-3 district shall be equipped with an approved automatic fire sprinkler system.
 - (10) *Special C-3 planned unit development (PUD) provisions.* Land in a C-3 zoning district may have fragmented ownership or may adjoin a municipal boundary. Despite these complications, the town desires to provide for an added degree of flexibility in the placement and interrelationship of the buildings and land uses in this district. One or more landowners in the C-3 district may elect to use these special PUD procedures to seek approval of a site development plan that resolves ownership or boundary complications and/or which differs from the literal terms of these zoning and land development regulations. These procedures may also be used to seek approval for certain land uses that are not permitted by right in the C-3 district (see subsection (1) of this section) or to request a specific modification to the sign regulations. However, any PUD approval under these procedures must be consistent with the spirit and intent of the C-3 zoning district and must also be consistent with the comprehensive plan.
 - a. *Allowable changes to existing regulations.* No PUD approval can permit any development that is inconsistent with the comprehensive plan. Subject to this limitation, changes may be considered through this process to any other zoning and land development regulation that the town commission finds would unduly constrain desirable reuse and/or redevelopment

EXISTING TOWN CODE

of land in the C-3 zoning district. After any such changes are made by the town commission, those changes shall govern to the extent of conflict with these regulations.

- b. *Additional land uses.* The following land uses are not permitted by right, but may be approved in response to a specific PUD application:
 1. Automobile, truck or motorcycle dealers (new or used).
 2. Cultural, civic, educational, health care and religious facilities.
 3. Nursing or convalescent homes.
 4. Offices for nonprofit, religious or governmental activities.
 5. Automobile service stations, not involving automobile repairs or maintenance, including ancillary uses of convenience store and car wash.
- c. *Minimum PUD requirements.* There is no minimum parcel size for PUD applications. However, most favorable consideration will be given to applications that encompass the largest possible land area, and no parcel that is smaller than its size when this section was adopted (March 15, 1995) may be submitted, unless it was properly platted through the provisions of these land development regulations. All parcels submitted in a single PUD application must be contiguous and must be owned by or under the unified control of the applicant.
- d. *Application procedures.* PUD applications made under this section shall be accompanied by the applicable fee and shall contain the following:
 1. Satisfactory evidence of unified control of the entire area within the proposed PUD; agreement to abide by the conditions of approval, if granted; and ability to bind successors in title to these conditions if the proposed development is built.
 2. A proposed site development plan in sufficient detail to show the approximate locations of buildings, parking areas and stormwater management facilities. This plan shall also show the exact locations of all access points to public streets and to any abutting land zoned C-3, whether in Lake Park or North Palm Beach.
 3. Unless clearly shown directly on the site development plan, an explicit list of zoning and land development regulations for which changes are sought, and the proposed alternate standards.
 4. A specific list describing any of the additional land uses listed in subsection (10)b of this section for which the applicant is requesting approval.
 5. Any volunteered limiting conditions that could provide assurances that the development as proposed would further the intent and spirit of the C-3 district and the comprehensive plan.

The site development plan, lists of alternate standards and additional land uses, and volunteered conditions should be submitted in a format suitable for attachment to an ordinance approving the requests.
- e. *Approval process.* PUD applications under this section shall be forwarded along with recommendations from staff to the planning and zoning board, which after holding a public hearing shall make a formal recommendation of approval, partial approval or disapproval. The town commission shall also hold a public hearing and decide whether to approve, partially approve or disapprove the PUD application. Unless the application is disapproved in full, this action shall be by ordinance. The applicant may then proceed to obtain all other needed development permits in accordance with the town's regulations.
- f. *Applications abutting or crossing a municipal boundary.* Any PUD application for property abutting or crossing the North Palm Beach village boundary shall meet all of the above requirements. In addition, to protect the interests of other C-3 landowners and the village, a

EXISTING TOWN CODE

decision on the PUD application shall be made by the town commission only at a joint meeting with the North Palm Beach village council.

(Code 1978, § 32-52.1; Ord. No. 7-1995, § III, 3-15-1995; Ord. No. 1-1997, § I, 1-8-1997; Ord. No. 12-2009, § 3, 9-16-2009; Ord. No. 05-2017, § 13, 6-7-2017)

TAB 3



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: March 6, 2019

Agenda Item No.

Agenda Title: Regular Commission Meeting Minutes of February 20, 2019

- SPECIAL PRESENTATION/REPORTS **CONSENT AGENDA**
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON ____ READING
- NEW BUSINESS
- OTHER: _____

Approved by Town Manager *Shaquita Edwards* **Date:** 2-27-19

Shaquita Edwards, Deputy Town Clerk
 Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Minutes Exhibits "A-C"
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <i>S.E.</i> Please initial one.

Recommended Motion: To approve the Regular Commission Meeting Minutes of February 20, 2019.



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, February 20, 2019, 8:14 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, February 20, 2019 at 8:14 p.m. Present were Mayor Michael O'Rourke, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, Anne Lynch, Roger Michaud, Town Manager John O. D'Agostino, Attorney Thomas Baird, and Town Clerk Vivian Mendez.

Town Clerk Mendez performed the roll call and Attorney Baird led the pledge of allegiance.

SPECIAL PRESENTATIONS/REPORTS:

1. Lake Park Elementary Leukemia and Lymphoma Fundraiser

Selena Jean, representative of Lake Park Elementary presented to the Commission. She explained fundraising efforts for Leukemia and Lymphoma began in February and would continue throughout April. She explained that her students had been fundraising participants for at least eight years, and this year's goal was to raise \$1,000.00. Discussion ensued, and the Commission welcomed Ms. Jean and her students to attend the Vintage Motorcycle Club Festival on March 2, 2019 and Town of Lake Park Sunset Celebration to collect donations. Vice-Mayor Glas-Castro questioned to whom check donations should be made payable. Ms. Jean explained that check donations should be made payable to the Leukemia and Lymphoma Society. The Commission thanked Ms. Jean for her presentation.

PUBLIC COMMENT: None

CONSENT AGENDA:

2. Resolution No. 18-02-19 Ratification of the Collective Bargaining Agreement between the Town of Lake Park and the Federation of Public Employees for the Period of October 1, 2018 to September 30, 2021.

Motion: Vice-Mayor Glas-Castro moved to approve the consent agenda; Commissioner Michaud seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 5-0.

PUBLIC HEARING(S) – ORDINANCE ON FIRST READING: None

PUBLIC HEARING(S) – ORDINANCE ON SECOND READING:

3. Ordinance No. 01-2019 Amending sections 6-3, 6-5, and 6-6 of Chapter 6, Related to the Consumption, Possession, and Sale of Alcoholic Beverages in the Town of Lake Park.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTIONS 6-3, 6-5 AND 6-6 OF CHAPTER 6, RELATED TO THE CONSUMPTION, POSSESSION AND SALE OF ALCOHOLIC BEVERAGES IN THE TOWN OF LAKE PARK; PROVIDING FOR THE CREATION OF A NEW SECTION 6-7 TO BE ENTITLED “PENALTY”; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager D’Agostino explained that there were no changes made to Ordinance No. 01-2019 since its first reading on February 6, 2019.

Motion: Commissioner Flaherty moved to approve Ordinance 01-2019 on Second Reading; Vice-Mayor Glas-Castro seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O’Rourke	X		

Motion passed 5-0.

Attorney Baird read the Ordinance by Title only.

NEW BUSINESS:

4. Resolution No. 19-02-19 Authorizing Amending the Fiscal Year 2018/2019 General Fund Budget.

Town Manager D’Agostino explained the item (see Exhibit “A”). He explained that the ShotSpotter Technology would work in tandem with License Plate Reader Technology and Town of Lake Park Surveillance System.

Motion: Commissioner Flaherty moved to approve Resolution No. 19-02-19; Commissioner Michaud seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 5-0.

5. Resolution No. 20-02-19 Authorizing the Mayor to Proceed with Executing a Five-Year Subscription with ShotSpotter, Inc.

Motion: Vice-Mayor Glas-Castro moved to approve Resolution No. 20-02-19; Commissioner Flaherty seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 5-0.

6. Resolution No. 21-02-19 Authorizing and Directing the Mayor to Execute an Agreement with Cintas for Uniform Services for Collective Bargaining Employees.

Town Manager D'Agostino explained the item (see Exhibit "B").

Motion: Vice-Mayor Glas-Castro moved to approve Resolution No. 21-02-19; Commissioner Michaud seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 5-0.

7. Amendment of the Town of Lake Park Position Title, Job Codes and Pay Plan for Fiscal Year 2019 to Include the Increase in the Minimums and Maximums of the Pay Ranges of All Town Positions Covered by the Collective Bargaining Agreement between the Town and the Federation of Public Employees a Division of the National Federation of Public and Private Employees (AFL-CIO)

Town Manager D’Agostino briefly explained the item, and welcomed Human Resources Director/Assistant Town Manager Bambi McKibbon-Turner to present to the Commission. Ms. McKibbon-Turner explained the item (see Exhibit “C”).

Motion: Commissioner Michaud moved to approve the Amendment of the Town of Lake Park Position Titles, Job Codes, and Pay Plan for Fiscal Year 2019; Commissioner Lynch seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O’Rourke	X		

Motion passed 5-0.

PUBLIC COMMENT: None

FUTURE AGENDA ITEMS: None

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird announced that he had reached an agreement with K&R Holdings, LLC, Sober Home Operator in the Town of Lake Park. He explained that the settlement required K&R Holdings, LLC to adhere to the Town of Lake Park Code of Ordinances. He explained that Sober Home Operators would need to obtain Reasonable Accommodation as follows: Florida Association of Recovery Residences Certification, and Managed by a Certified Residential Recovery Administrator. He explained that K&R Holdings, LLC agreed, obtained certifications, and submitted a complete application to the Town of Lake Park. He recommended for the Commission to authorize Mayor O’Rourke to execute an agreement between the Town and K&R Holdings, LLC.

Motion: Vice-Mayor Glas-Castro moved to Authorize Mayor O’Rourke to Execute an Agreement with K&R Holdings, LLC; Commissioner Michaud seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O’Rourke	X		

Motion passed 5-0.

Attorney Baird explained that a Housing and Reasonable Accommodations Ordinance was scheduled to appear on a future Palm Beach County League of Cities Agenda. He

explained that he intended to review the item, and suggested Vice-Mayor Glas-Castro complete a thorough evaluation of the item. He recommended that an appropriate course of action might be for the Commission to delegate Vice-Mayor Glas-Castro to represent the Town of Lake Park’s position in addition to a letter prepared by Town Manager D’Agostino.

Motion: Commissioner Michaud moved to Authorize Vice-Mayor Glas-Castro to represent the Town of Lake Park at the future Palm Beach County League of Cities Meeting regarding Housing and Reasonable Accommodations; Commissioner Lynch seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O’Rourke	X		

Motion passed 5-0.

Town Manager D’Agostino announced that Palm Beach County had notified the Town of available grant funds for \$33,153.00 (Application Deadline: March 1, 2019). He explained that the funds could be utilized to purchase additional playground equipment for the accommodation of children with disabilities at Bert Bostrom Park.

Motion: Vice-Mayor Glas-Castro moved to Authorize Town Manager D’Agostino to submit a grant application for the proposed utilization of grant funds; Commissioner Michaud seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner Michaud	X		
Vice-Mayor Glas-Castro	X		
Mayor O’Rourke	X		

Motion passed 5-0.

Town Manager D’Agostino announced that Deputy Town Clerk Shaquita Edwards and Public Works Director Richard Scherle were recognized by Florida Atlantic University School of Public Administration and nominated for membership to The National Honor Society for Public Affairs & Administration, also known as Pi Alpha Alpha Honor Society. He announced the eligibility requirements for membership as follows: at least a 3.7 Cumulative Grade Point Average, and at least fifty percent (50%) completion of the required course work. He announced that the Florida Atlantic School of Public Administration would host an Induction Ceremony and Luncheon on Wednesday, March 13, 2019 (12:00 p.m.-1:30 p.m., Boca Raton Campus) to celebrate their academic achievements.

Town Manager D'Agostino announced that Water Conservation, Reuse, and Vendor Expo would soon take place. He announced that for three consecutive years, the Town had issued Proclamations in Support of Water Conservation Month/Reuse. He explained the proclamation encourages water conservation through various educational programs and special events. He announced that he would request the attendance of a representative of the local Water Utility Board (Seacoast Utility Authority) to accept the proclamation at a future Regular Commission Meeting. He announced that Sunset Celebration was scheduled for Friday, February 22, 2019 (6:00 p.m.-9:00 p.m.) at the Lake Park Harbor Marina.

Town Manager D'Agostino announced that the Town of Lake Park Insider (Newsletter) had been published, and that page one of the publication included a Sample Ballot and voting locations for the upcoming March 12, 2019 Town of Lake Park Municipal Election. He announced that the swearing in ceremony would be held at the April 3, 2019 Regular Commission Meeting. Town Clerk Vivian Mendez announced that the Post-Election Audit was scheduled for Monday, March 18, 2019, two days prior to the Regular Commission Meeting of March 20, 2019. She explained that the Official Elections Results were expected on Friday, March 22, 2019. Town Manager D'Agostino explained that Ms. Wendy Sartory Link was the newly appointed Palm Beach County Supervisor of Elections. Discussion ensued regarding potential schedule conflicts with previously scheduled Legislative Action Days.

Vice-Mayor Glas-Castro recapped the establishment of the Town of Lake Park voting method and asked Attorney Baird to briefly summarize Commission efforts, over the past few years, to restore the voting method to what the Town had prior to 2010. Attorney Baird explained that about three-years ago, the Town spoke with a member of the Justice Department (Department of Justice – DOJ) and as a result of the conversation it was unlikely that the voting method would change. He stated that the decision would be data driven and the data would have to prove that the voters of the Town had elected their preferred candidate.

Town Manager D'Agostino announced that the Palm Beach County Days and Community Redevelopment Agency/Regular Commission Meeting were scheduled for March 6, 2019. He announced that three members of the Commission would need to be present at the March 6, 2019 to establish a quorum. He announced that Saturday March 9, 2019 marked the expiration of the ten-year tax incentive program for new businesses in Lake Park. He explained the process to renew the program required the Commission to place a question on the Election Ballot. He explained that it was brought to his attention that staff could not recall any program participants. Vice-Mayor Glas-Castro expressed her support of the tax incentive program and suggested that the question appear on the March 2020 Town of Lake Park Municipal Election. Vice-Mayor Glas-Castro suggested that the Town conduct research of Palm Beach County Municipalities to review their utilization of the program. Town Manager D'Agostino explained that he would provide an update regarding the tax incentive program at a future Regular Commission Meeting.

Commissioner Lynch had no comments.

Commissioner Michaud had no comments.

Commissioner Flaherty had no comments.

Vice-Mayor Glas-Castro announced the monthly meeting of the Palm Beach County League of Cities, and 2020 Census Mini Seminar were scheduled for Wednesday, February 27, 2019, Atlantis Country Club, 190 Atlantis Blvd, Lake Worth, FL 33462.

Mayor O'Rourke had no comments.

ADJOURNMENT

There being no further business to come before the Commission, the meeting adjourned at 9:18 p.m.

Mayor Michael O'Rourke

Town Clerk, Vivian Mendez, CMC

Town Seal

Deputy Town Clerk, Shaquita Edwards

Approved on this _____ of _____, 2019



Exhibit "A"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: 2/20/19

Agenda Item No. Tab 4

Agenda Title: RESOLUTION AUTHORIZING AMENDING THE FISCAL YEAR 2018/2019 GENERAL FUND BUDGET

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS
- OTHER: _____

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager [Signature] Date: 2-12-19

Lourdes Cariseo Finance Director
Name/Title

Originating Department: FINANCE	Costs: See attachment "A" Funding Source: Acct. See attached <input checked="" type="checkbox"/> Finance <u>LCariseo</u>	Attachments: Resolution, <u>19-02-19</u> Budget Adjustment
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u>_LC</u> Please initial one.

Summary Explanation/Background:

On January 2, 2019 the Commission approved Resolution 05-01-19 to purchase ShotSpotter Flex Technology to detect, respond to and investigate gunshots in the Town of Lake Park. The technology will work in conjunction with the Town's Surveillance Camera System and License Plate Reader Technology. This agreement includes the installation of sensors and yearly maintenance, known as the yearly subscription, in the amount of \$65,000. In addition there is a one-time set-up fee of \$20,000. The Town will fund the \$65,000 subscription purchase from existing funds, to be transferred from the Finance Department. The vacant position of Office Assistant will not be filled in the current fiscal year. The \$20,000 one-time set-up fee will be transferred from the contingency account which has a current balance of \$103,237. Upon approval of Resolution _____, the balance of the contingency account will be \$83,237.

Recommended Motion: Approve Resolution 19-02-19

RESOLUTION NO. 19-02-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2018-2019 AS PREVIOUSLY ADOPTED BY RESOLUTION 62-09-18 AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH SHOTSPOTTER, INC. FOR THE PURCHASE OF AN ANNUAL SUBSCRIPTION FOR SHOTSPOTTER FLEX TECHNOLOGY; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Town Commission has previously established the budget for the Town of Lake Park for the fiscal year beginning October 1, 2018 and ending September 30, 2019; and

WHEREAS, at the time of its adoption, the budget properly reflected expected revenues and appropriations; and

WHEREAS, to implement this budget, the Town Commission adopted and levied by Resolution No. 61-09-18 a final millage rate for Fiscal Year 2018-2019; and

WHEREAS, the Town Commission deems it necessary and advisable to amend the budget for the Town of Lake Park for Fiscal Year 2018-2019, which was adopted by Resolution 62-09-18.

WHEREAS, the Town Commission approved the purchase of ShotSpotter, adopted by Resolution 05-01-19; and

WHEREAS, the Town is empowered to enter into contractual arrangements with public agencies, private corporations or other persons;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:

Section 1. The whereas clauses are incorporated herein as true and correct and are supported herein.

Section 2. An amended final budget of the Town of Lake Park General Fund is hereby approved and adopted as set forth in the attached Budget Adjustment Itemization (Attachment A).

Section 3. The Town Manager is hereby authorized to amend/transfer between departmental accounts provided, however, that total appropriated expenditures by fund do not exceed Commission authorized amounts.

Section 4. If any section, subsection, sentence, clause, phase or portion of this Resolution 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 5. This Resolution shall become effective immediately upon adoption.

The staff recommends adjusting the following revenue/expenditure items:

Fiscal Year 2018/2019 General Fund Adopted Revenue Budget			8,660,599
Account Description	Account Number	Budget Adjustment	Budget Adjustment
Total Revenue Increase			-
Fiscal Year 2018/2019 General Fund Adopted Expenditure Budget			8,660,599
Regular Salaries	001-150-12000		(44,158)
FICA	001-150-21000		(3,378)
Health Insurance	001-150-23100		(13,649)
Dental Insurance	001-150-23200		(380)
Retirement	001-150-22000		(3,312)
Life Insurance	001-150-23300		(123)
Contingency	001-900-99901		(20,000)
Professional Fees	001-200-31000	85,000	
Total Expenditure Adjustments		85,000	(85,000)
Net Expenditure Increase			-
Net Revenue Increase			-
Total Fiscal Year 2018/2019 Adjusted Budget			(8,660,599)

Exhibit "B"



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 20, 2019

Agenda Item No. Tab 6

Agenda Title: Resolution Authorizing and Directing the Mayor to Execute an Agreement with Cintas for Uniform Services for Collective Bargaining Unit Personnel.

- Special Presentation/Reports, Board Appointment, Public Hearing Ordinance on Reading, Consent Agenda, Old Business, New Business (checked), Other.

Approved by Town Manager [Signature] Date: 2-5-19

[Signature] 2/5/19
Richard Scherle, Public Works Director

Table with 3 columns: Originating Department (Public Works), Costs (SEE ATTACHED COST BREAKDOWN), Attachments (Cost Breakdown, Resolution 21-02-19), Advertised (Not Required), and notification status.

Summary Explanation/Background:

As part of the new Collective Bargaining Agreement (CBA), the Town is required to provide full uniform rental service, which includes full laundering of uniforms. Currently, the Town utilizes a lease program with Cintas, which includes the provision and repair of employee uniforms but without laundering

service. The costs for the new uniform service (which includes shop towel service) are included as an attachment.

The agreement with Cintas, if approved, would be a three year agreement, per the pricing and terms of the uniform service agreement as established by the unit cost pricing for Cintas within U.S. Communities, a nationwide governmental purchasing alliance.

The costs provided on the attached pricing matrix are the costs associated with a fully staffed Public Works Department. There are currently several open positions, and so actual expenditures will be less than shown in the attachment until full staffing is achieved. Due to a high level of responsiveness and the advantageous pricing afforded by Cintas through the U.S. Communities pricing structure, staff recommends approval.

Recommended Motion: I move to adopt Resolution no. 21-02-19

CINTAS

EMP #	EMPLOYEE NAME	DIVISION	QUANTITY	SIZE	STYLE / Sleeve Info	Initial Set-up	Weekly Service	Annual Cost
15	HOWARD BUTTS	Streets	11	XXL	259 (Navy/White Polo) / SS	\$0.00	\$5.70	\$296.40
			11	42 x 32	270 Cargo Pants			
22	JAMES DUBOIS	Streets	11	L	935 (Work Shirt) / LS	\$0.00	\$5.70	\$296.40
			11	36 x 32	270 Cargo Pants			
12	PETER MIKES	Stormwater	11	XL	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	34 x 32	270 Cargo Pants			
21	JOHN WYLIE	Stormwater	11	XXL	935 (Work Shirt) / LS	\$0.00	\$5.70	\$296.40
			11	42 x 30	270 Cargo Pants			
14	JIM SKRANDEL	Facilities	11	M	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	34 x 30	270 Cargo Pants			
6	DWAYNE BELL	Sanitation	11	XXXL	259 (Navy/White Polo) / SS	\$0.00	\$5.70	\$296.40
			11	42 x 30	270 Cargo Pants			
11	MANUEL DASILVA	Sanitation	11	L	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	36 x 34	270 Cargo Pants			
10	JACKIE HARRIS	Sanitation	6	XXXL	259 (Navy/White Polo) / SS	\$0.00	\$5.70	\$296.40
			5	XXXL	Work Shirt / LS			
			11	44 x 32	270 Cargo Pants			
16	MATTHEW JONES	Sanitation	8	XXXL	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			3	XXXL	935 (Work Shirt) / LS			
			11	52 x 30	270 Cargo Pants			
18	DWAYNE MURDOCK	Sanitation	11	XL	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	34 x 32	270 Cargo Pants			
28	MARVIN PAYNE	Sanitation	11	XL	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	42 x 32	270 Cargo Pants			
7	SAM WISDOM	Sanitation	11	L	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	34 x 30	270 Cargo Pants			
2	KELVIN ANDERSON	Grounds	11	L	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	34 x 29	270 Cargo Pants			
20	BRYAN HOOD	Grounds	11	XL	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	34 x 32	270 Cargo Pants			
8	SHELDON HUGHES	Grounds	11	XXL	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	44 x 30	270 Cargo Pants			
5	VERDREE PATTERSON	Grounds	11	L	259 (Navy/White Polo)	\$0.00	\$5.70	\$296.40
			11	34 x 32	270 Cargo Pants			
3	WILLIE WILLIAMS	Grounds	9	XL	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			2	XL	935 (Work Shirt) / LS			
			11	44 x 30	270 Cargo Pants			
9	HENRY ROSSARIO	Vehicle	11	XXXL	935 (Work Shirt) / SS	\$0.00	\$5.70	\$296.40
			11	44 x 30	270 Cargo Pants			
37	PAUL MATHIS	Vehicle	11	LJ4X	259 (Navy/White Polo) / SS	\$0.00	\$7.42	\$385.84
			11	48 x 36	270 Cargo Pants			
1	RAGS	Sanitation	---	---	---	---	\$12.73	\$661.96
TBD	Vacant Position	Facilities	11	TBD	935 (Work Shirt) / SS	\$62.32	\$5.70	\$358.72
			11	TBD	270 Cargo Pants			
TBD	Vacant Position	Grounds	11	TBD	935 (Work Shirt) / SS	\$62.32	\$5.70	\$358.72
			11	TBD	270 Cargo Pants			
TBD	Vacant Position	Sanitation	11	TBD	935 (Work Shirt) / SS	\$62.32	\$5.70	\$358.72
			11	TBD	270 Cargo Pants			

\$7,459.16

Annual Cost Breakdown Division:

Streets	190-49400	\$592.80
Stormwater	402-49400	\$592.80
Sanitation (Rags)	404-34000	\$661.96
Sanitation	404-49400	\$2,433.52
Grounds	406-49400	\$1,840.72
Facilities	408-49400	\$655.12
Vehicle	410-49400	\$682.24

*Unforeseen costs that are not included would be employees leaving without returning their uniforms and initial set-up fees for new employees.

RESOLUTION NO. 21-02-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH CINTAS FOR THE PROVISION OF UNIFORM SERVICES FOR COLLECTIVE BARGAINING UNIT PERSONNEL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida (“Town”) is a municipal corporation of the state of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town is empowered to enter into contractual arrangements with public agencies, private corporations or other persons; and

WHEREAS, as part of the newly established Collective Bargaining Unit Agreement (CBA), the Town is required to provide full uniform services to all personnel covered under the CBA; and

WHEREAS, the Town is part of the U.S. Communities governmental purchasing alliance, and

WHEREAS, Cintas (the “Contractor”) has agreed to provide full uniform services as required by the CBA and to extend the same unit pricing to the Town as found within its U.S. Communities contract; and

WHEREAS, the term of the agreement between the Town and Cintas shall be three years, with each year of the agreement costing \$7,459.16; and

WHEREAS, Town Manager has recommended to the Town Commission that it is in the best interest of the Town to enter into an agreement with Cintas to provide uniform service as required by the CBA.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE
TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:**

Section 1. The foregoing recitals are incorporated herein by reference.

Section 2. The Mayor is hereby authorized and directed to execute the agreement with Cintas, a copy of which is attached hereto and incorporated herein as Exhibit 'A'.

Section 3. This Resolution shall take effect upon execution.



SOLUTIONS

Location No. 283
 Contract No. 9394
 Customer No. 11698

Main Corporate Code → 50716
 Tile & Carpet Corporate Code → 50717

Date 12/13/2018

Customer/Participating Agency : Town Of Lake Park Phone 561-881-3345
 Address 650 Old Dixie Hwy City Lake Park State Fl Zip 33403

UNIFORM PRODUCT RENTAL PRICING:

Item #	Description	Unit Price
935	Comfort Work Shirt	0.186
270	Cargo Work Pant	0.332

This agreement is effective as of this date 12/13/18, for a minimum term of 36 months. The length of this rental agreement will commence with the actual uniform rental, not affiliated with the start date of the master agreement. Any negotiations of price, terms or discounts must be approved by Harford County Public Schools, with any such changes taking effect on the anniversary date of the master agreement. All requests for price changes must be justified and based upon verifiable criteria which may include the Bureau of Labor Statistics Consumer Price Index (CPI-U) US City Average, Baltimore Region (Washington-Baltimore).

- Name Emblem \$ 1.555 ea • Company Emblem \$ 2.555 ea
- Customer Emblem \$ N/A ea • Embroidery \$ 3.95 ea
- COD Terms \$ N/A per week charge for prior service (if Amount Due is Carried to Following Week)
- Credit Terms – Charge Payments due 10 Days After End of Month
- Minimum Charge \$ 35 per delivery.
- Make-Up charge \$ 1.555 per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$.156 per garment.
- Seasonal Sleeve Change \$ N/A per garment.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- Shop towel container \$ N/A per week.
- Artwork Charge for Logo Mat \$ N/A
- Uniform Storage Lockers: \$ N/A ea/week, Laundry Lock-up: \$ N/A ea/week Shipping: \$ N/A
- Service Charge N/A

This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.

Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ 5.00 per garment will be assessed for employees size changed within 4 weeks of installation.

Other _____

FACILITY

Bundle*	Item #	Description	Rental Freq.	Inventory	Unit Price

*Indicated bundled items/services
 ___/___ □ Initial and check box if Unlease. All Garments will be cleaned by customer

Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control customer.

Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments
CUSTOMER:

Cintas Loc. No: 283

Please Sign Name _____

By: Mike Doneth

Please Print Name _____

Title: MDR

Please Print Title _____

Accepted-GM: _____

Email _____

US Communities Participating Public Agencies Terms

Participating Public Agencies: Supplier agrees to extend the same terms, covenants agreed to under the Master Agreement with Lead Public Agency Harford County
Master Agreement available at www.uscommunities.org;

Supplier General Service Terms Section

1 **Prices** Customer agrees to rent from Company, and Company agrees to provide to Customer, the Merchandise, inventory and services described on Exhibit A, "Merchandise & Pricing" at the prices set forth in Exhibit A. There will be a minimum charge of thirty-five dollars (\$35.00) per week for each Customer location required to purchase its rental services from Company as set forth in this Agreement.

2 **Buyback of Non-Standard Garments** Customer has ordered from Company a garment rental service requiring embroidered garments that may not be standard to Company's normal rental product line. Those non-standard products will be designated as such under Garment Description in Exhibit C. In the event Customer deletes a non-standard product, alters the design of the non-standard product, fails to renew the Agreement, or terminates the Agreement for any reason other than documented quality of service reasons which are not cured, Customer agrees to buy back all remaining non-standard products allocated to Customer that the Company has in service and out of service at the then current Loss/Damage Replacement Values.

3 **Garments' Lack of Flame Retardant Or Acid Resistant Features** Unless specified otherwise in writing by the Company, the garments supplied under this Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Company upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Agreement require flame retardant or acid resistant clothing.

4 **Logo Mats** In the event that Customer decides to delete any mat bearing the Customer's logo (Logo Mat) from the rental program, changes the design of the Logo Mats, terminates this agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change or termination, all remaining Logo mats that the Company has in service and out of service held in inventory at the then current Loss/Damage Replacement Value.

5 **Adding Employees** Additional employees and Merchandise may be added to this Agreement at any time upon written or oral request by the Customer to the Company. Any such additional employees or Merchandise shall automatically become a part of and subject to the terms of this Agreement. If such employees are employed at a Customer location that is then participating under this Agreement, the Customer shall pay Company the one time preparation fee indicated on Exhibit A. Customer shall not pay Company any one time preparation fee for garments for employees included in the initial installation of a Customer location. There will be a one-time charge for name and/or company emblems when employees are added to the program in garments requiring emblems.

6 **Emblem Guarantee** Customer has requested that Company supply emblems designed exclusively for Customer featuring Customer's logo or other specific identification (hereinafter "Customer Emblems"). Company will maintain a sufficient quantity of Customer Emblems in inventory to provide for Customer's needs and maintain a low cost per emblem through quantity purchases.

In the event Customer decides to discontinue the use of Customer Emblems, changes the design of the Customer Emblems, terminates this Agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change, termination or expiration, all remaining Customer Emblems that the Company allocated to Customer at the price indicated on Exhibit A of this Agreement. In no event shall the number of Customer Emblems allocated to Customer exceed the greater of (a) twelve (12) months' volume for each unique Customer Emblem or (b) a quantity agreed to by Company and Customer and noted on Exhibit A.

7 **Terminating Employees** Subject to the provisions of this Agreement, the weekly rental charge attributable to any individual leaving the employ of the Customer, or on a temporary leave of absence of three (3) weeks or more, shall be terminated upon oral or written notice by the Customer to the Company but only after all garments issued to that individual, or value of same at the then current Loss/Damage Replacement Values, are returned to Company

8 **Replacement** In the event any Merchandise is lost, stolen or is not returned to Company, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said Merchandise at the then current Loss/Damage Replacement Values.

9 Indemnification To the fullest extent permitted by law, Company agrees to defend, indemnify, pay on behalf of and save harmless the Participating Public Agency, its elected and appointed officials, agents, employees and authorized volunteers against any and all claims, liability, demands, suits or loss, including reasonable attorneys' fees and all other costs connected therewith, arising out of or connected to the services provided by Company under this Contract, but only to the extent of Company's negligence.

10 Additional Items: Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms hereof and all of its provisions. If this agreement is terminated early for convenience, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured, or terminated by Company for non-payment by Customer at any time Customer will pay to Company, as liquidated damages and not as a penalty based upon the following schedule:

11 If this agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as liquidated damages equal to 50 weeks of rental service.

12 If this agreement is cancelled for convenience in months thirteen (13) through eighteen (18) of the term, Customer shall pay as liquidated damages equal to 36 weeks of rental service.

13 If this agreement is cancelled for convenience in months nineteen (19) through twenty-four (24) of the term, Customer shall pay as liquidated damages equal to 23 weeks of rental service.

14 If this agreement is cancelled after 24 months of service, Customer shall pay as liquidated damages of 10 weeks of rental service.

15 Customer shall also be responsible to return all of the Merchandise allocated to such Customer locations terminating this Agreement at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.



Exhibit "C"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 20, 2019

Agenda Item No. *Tab 7*

Agenda Title: Amendment of the Town of Lake Park Position Titles, Job Codes and Pay Plan for Fiscal Year 2019 to Include the Increase in the Minimums and Maximums of the Pay Ranges of All Town Positions Covered by the Collective Bargaining Agreement between the Town and the Federation of Public Employees a Division of the National Federation of Public and Private Employees (AFL-CIO)

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON ____ READING
- NEW BUSINESS**
- OTHER: _____

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager *[Signature]* Date: *2-8-19*

Name/Title: *Assistant Town MGR/HADIRECTOR*

Originating Department: Human Resources and Finance	Costs: \$ -0- Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Copy of Amended Position Titles, Job Codes and Pay Plan for FY 2019
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <input checked="" type="checkbox"/> BMT Please initial one.

Summary Explanation/Background:

As part of the Fiscal Year 2019 budget approved by the Town Commission on September 20, 2018, a 2 percent cost-of-living increase was provided to all general employees of the Town effective October 1, 2018. At its October 3, 2018 meeting, the Commission approved the Town of Lake Park Position Titles, Job Codes and Pay Plan for Fiscal Year 2019 to increase the minimums and maximums of the pay ranges of all Town general employees by 2 percent to reflect the cost-of-living increase. Staff advised the Commission at the October 3, 2018 meeting that the that the Fiscal Year 2019 pay ranges for positions covered by the Collective Bargaining Agreement between the Town and the Federation of Public Employees a Division of the National Federation of Public and Private Employees (AFL-CIO) ("Agreement") would be presented to the Commission for approval once the new Agreement has been ratified by the Commission.

Previously at this Commission meeting, the Town Commission ratified the Agreement for the period of October 1, 2018 to September 30, 2021, and authorized the Mayor and the Town Manager to execute such Agreement. The purpose of this agenda item is to amend the Town of Lake Park Position Titles, Job Codes and Pay Plan for Fiscal Year 2019 to include the increase in the minimums and maximums of the pay ranges of all Town positions covered by the Agreement by 2 percent to reflect the cost-of-living increase. Such positions are highlighted in yellow on the attached Amended Position Titles, Job Codes and Pay Plan for FY 2019.

Recommended Motion: I move to approve the amendment of the Town of Lake Park Position Titles, Job Codes and Pay Plan for Fiscal Year 2019.

**TOWN OF LAKE PARK
POSITION TITLES, JOB CODES, AND PAY PLAN**

JOB COD	E/NE	POSITION TITLES	MINIMUM FY 2019		MAXIMUM FY 2019	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Town Manager						
100	E	Town Manager	Contract Employee		Contract Employee	
101	E	Assistant Town Manager	56,221.55	26.50	87,049.25	41.85
102	E	Grants Writer	57,281.93	27.00	87,155.33	41.90
103	NE	Assistant to the Town Manager	41,116.61	19.77	55,331.33	26.60
Department: Information Technology						
104	E	Chief Information Technology Officer	56,158.75	27.00	87,155.33	41.90
General Clerical (non-departmental)						
998	NE	Administrative Secretary	29,893.34	14.37	46,951.01	22.57
999	NE	Administrative Assistant	32,269.54	15.51	53,655.26	25.80
Department: Town Clerk						
200	E	Town Clerk	56,158.75	27.00	87,155.33	41.90
201	NE	Deputy Town Clerk	38,231.23	18.38	60,359.52	29.02
Department: Human Resources						
300	E	Assistant Town Manager / Human Resources Director	78,499.20	37.74	126,935.33	61.03
301	NE	Assistant to the Human Resources Director	41,116.61	19.77	55,331.33	26.60
Department: Community Development						
400	E	Community Development Director	74,065.06	35.61	113,951.14	54.78
401	E	Planner	40,989.31	19.71	63,860.16	30.70
402	NE	Community Development Technician	32,269.54	15.51	53,655.26	25.80
403	NE	Code Compliance Officer	33,457.63	16.09	56,307.26	27.07
404	NE	Assistant to Community Development Director	41,116.61	19.77	55,331.33	26.60
Department: Finance						
500	E	Finance Director	79,411.49	38.18	128,675.04	61.86
501	E	Assistant Finance Director	72,325.34	34.77	108,880.51	52.35
506	E	Chief Accountant	67,080.00	32.90	98,426.00	48.27
502	NE	Accountant I	43,620.10	20.97	70,564.42	33.93
503	NE	Accountant II	48,160.32	23.15	76,865.57	36.95
504	NE	Accountant III	52,658.11	25.32	83,145.50	39.97
505	NE	Office Assistant	38,231.23	18.38	60,359.52	29.02

JOB COD	E/NE	POSITION TITLES	MINIMUM FY 2019		MAXIMUM FY 2019	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Library						
600	E	Library Director	56,158.75	27.00	87,155.33	41.90
601	E	Librarian II	41,816.74	20.10	61,696.13	29.66
602	NE	Library Accounting Clerk	29,893.34	14.37	46,951.01	22.57
603	NE	Library Assistant II	32,269.54	15.51	53,655.26	25.80
604	NE	Library Assistant I	25,077.31	12.06	37,552.32	18.05
605	NE	Library Technical Assistant I	29,893.34	14.37	46,951.01	22.57
607	E	Librarian I	38,231.23	18.38	47,120.74	22.65
608	NE	Children's Services Assistant	19,879.39	9.56	26,477.57	12.73
Department: Special Events						
900	E	Special Events Director	56,158.75	27.00	87,155.33	41.90
901	NE	Camp Counselor (Seasonal)	18,118.46	8.71	26,477.57	12.73
902	NE	Recreation Bus Driver	18,118.46	8.71	26,477.57	12.73
906	E	Recreation Supervisor	38,231.23	18.38	60,359.52	29.02
904	NE	Special Events Coordinator	33,118.18	15.92	33,118.18	15.92
Department: Public Works						
700	NE	Assistant to the PW Director	41,944.03	20.17	56,434.56	27.13
701	NE	Custodian	** 22,722.34	10.92	34,900.32	16.78
702	NE	Equipment Operator I	** 25,098.53	12.07	37,573.54	18.06
703	NE	Equipment Operator II	** 31,081.44	14.94	53,697.70	25.82
704	NE	Equipment Operator III	** 37,043.14	17.81	56,307.26	27.07
705	NE	Facilities Maintenance Worker I	** 26,647.30	12.81	38,485.82	18.50
706	NE	Facilities Maintenance Worker II	** 33,224.26	15.97	45,953.86	22.09
707	NE	Facilities Maintenance Worker III	** 40,161.89	19.31	61,102.08	29.38
708	NE	Facilities Mechanic I	** 31,548.19	15.17	42,538.08	20.45
709	NE	Facilities Mechanic II	** 36,067.20	17.34	50,133.41	24.10
710	NE	Foreman General Infrastructure	** 46,314.53	22.27	74,022.62	35.59
711	NE	Grounds Maintenance Crew Leader	** 32,524.13	15.64	51,215.42	24.62
712	NE	Grounds Maintenance Foreman	** 38,549.47	18.53	62,014.37	29.81
713	NE	Irrigation Technician I	** 30,211.58	14.52	45,487.10	21.87
714	NE	Irrigation Technician II	** 35,239.78	16.94	48,924.10	23.52
715	NE	Maintenance Worker I	** 22,722.34	10.92	34,900.32	16.78
716	NE	Maintenance Worker II	** 25,522.85	12.27	38,910.14	18.71
717	NE	Maintenance Worker III	** 32,948.45	15.84	51,660.96	24.84
718	NE	Mechanic I	** 28,026.34	13.47	42,941.18	20.64
719	NE	Mechanic II	** 33,457.63	16.09	56,455.78	27.14
720	E	Operations Manager	47,757.22	22.96	73,768.03	35.47
721	NE	Operations Technician I	** 32,736.29	15.74	47,757.22	22.96

JOB COD	E/NE	POSITION TITLES	MINIMUM FY 2019		MAXIMUM FY 2019	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Public Works Continued						
722	E	Project Manager	73,598.30	35.38	97,126.85	46.70
723	E	Public Works Director	74,065.06	35.61	113,951.14	54.78
724	NE	Sanitation Foreman	** 40,310.40	19.38	64,475.42	31.00
725	NE	Storm Water Technician I	** 32,948.45	15.84	51,660.96	24.84
726	NE	Storm Water Technician II	** 37,043.14	17.81	56,307.26	27.07
727	NE	Traffic Maintenance Technician I	** 30,211.58	14.52	40,013.38	19.24
728	NE	Traffic Maintenance Technician II	** 33,691.01	16.20	44,299.01	21.30
729	NE	Vehicle Maintenance Foreman	** 40,649.86	19.54	64,539.07	31.03
Department: Marina						
800	E	Marina Director	79,453.92	38.20	111,299.14	53.51
801	E	Dock Master	37,043.14	17.81	60,359.52	29.02
802	NE	Assistant Dock Master	24,589.34	11.82	35,748.96	17.19
803	NE	Ship's Store Clerk	24,589.34	11.82	35,748.96	17.19
804	NE	Dock Attendant	33,118.18	15.92	45,041.57	21.65
805	NE	Marina Maintenance Worker II	25,522.85	12.27	38,910.14	18.71

E = Exempt Position
NE = Non-exempt Position
**** = Bargaining Unit Position**

TAB 4



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: March 6, 2019

Agenda Item No.

Agenda Title: CRA Annual Report for Fiscal Year 2017-2018

- SPECIAL PRESENTATION/REPORTS CONSENT AGENDA
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS
- OTHER: _____

Approved by Town Manager *John O. D'Agostino* **Date:** 2-22-19
John O. D'Agostino, Town Manager

Name/Title

Originating Department: Town Manager	Costs:\$0 Funding Source: General Fund Acct. # <input type="checkbox"/> Finance _____	Attachments: <ul style="list-style-type: none"> • CRA Annual Report 2017-2018
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone or Not applicable in this case JOD Please initial one.

Summary Explanation/Background: Attached is the Annual Report for Fiscal Year 2017-2018 for the Community Redevelopment Agency of the Town of Lake Park. The Board of Directors of the CRA reviewed and accepted the report and requested the Executive Director to transmit a copy of said report to the Town Commission

Recommended Motion: Accept, Transmit and File the Annual Report of the CRA for Fiscal Year 2017-2018.

ANNUAL REPORT FISCAL YEAR 2017/18



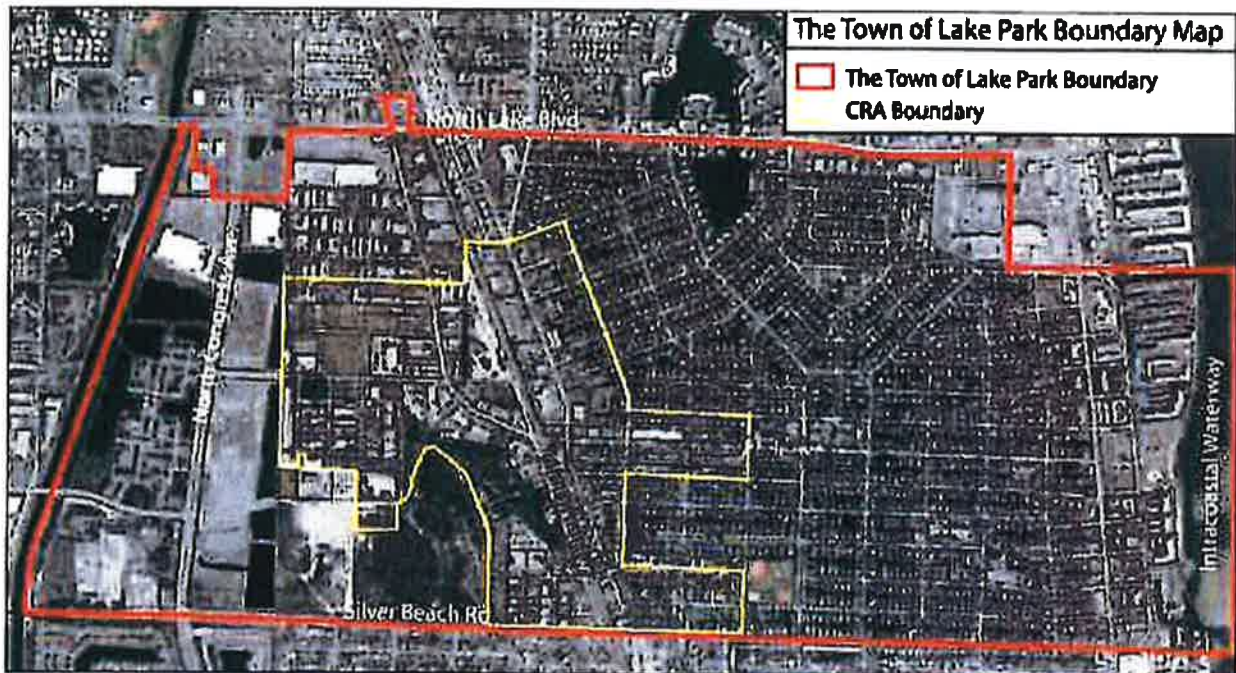
TOWN OF
LAKE PARK

COMMUNITY
REDEVELOPMENT
AGENCY

**TOWN OF LAKE PARK, FLORIDA
COMMUNITY REDEVELOPMENT AGENCY**

ANNUAL REPORT FOR FISCAL YEAR 2017/2018

The Town of Lake Park, a professionally laid-out the Olmstead firm is also one of the earliest master-planned communities in South Florida, and continues to retain many of the characteristics of its original plan, set out by Harry Seymour Kelsey back in 1919. In 1996, 23 years ago, the Town of Lake Park Community Redevelopment Agency (CRA) created by vote of both the Town Commission and the Palm Beach County Board of County Commission.



The original CRA plan identified a series of problems and needs, as well as some general opportunities for the designated area. Figure 1 is a map of the Lake Park CRA in context to the physical boundaries of the entire Town of Lake Park.

In January of 2010, the CRA adopted a revised Community Redevelopment Agency Plan in an effort to update the vision for the “downtown” and commercial/industrial areas of the Town.

The purpose of this CRA Annual Report is to provide updated information from previous priorities and initiatives the Executive Director has pursued in Fiscal Year 2017/2018. They include:

- In the Last report, the 940 Park Avenue (Sorota Property) was for Sale. The property languished without a serious offer or purchase and sale agreement. The CRA under the direction of the Executive Director, proposed to the CRA Board that the CRA act as a facilitator for development of the following properties:
 - 924 Park Avenue – owned by Todd W. Dry, site of the current Silver Spoon Restaurant;
 - 936 Park Avenue – owned by Salvatore Mirra, site of the old Rosita’s meat market;
 - 940 Park Avenue – owned by the Joseph Sorota Trust (Richard Sorota)

- 935 Foresteria Drive – owned by Richard E. Bertram and Todd R. Bertram, site of the current Barbie’s Restaurant; and
 - Publicly-owned alleyway behind 940 and 936 Park Avenue
- The CRA facilitated meetings between the owners and an agreement of \$3.75 million was established. The intent was to create a Request for Qualifications or Proposals to generate developer interest in the separate parcels at the sale price of \$3.75 million. Staff worked on the development of the Request for Qualifications, which extended into Fiscal Year 2018/2019.
 - The vision for the CRA downtown development initiatives includes the initiatives set forth in the 2010 revised CRA Plan and the following vision for economic development of the downtown area of the CRA. Successful development of any downtown area requires the creation of a live-work-recreate environment in the downtown area. Dedicated IT proposes to hire 108 employees with an average salary of \$58-68,000 per year. The CRA is working with interested developers to create greater density mixed use projects along Park Avenue. The development of micro units in the downtown area will generate restaurants, cafe's shops, specialty boutique stores, and place a significant demand on vacant retail space in the downtown district of the CRA.
 - Two microbreweries were identified to be locating in the downtown area of the CRA in part because of recently passed Ordinances allowing microbreweries to locate in the Park Avenue Downtown District. The economic impact of such establishments in the downtown area of the CRA is significant. Microbreweries will increase the number of food establishments along the Park Avenue Downtown District. In a recent article, entitled “Craft Beer Has a Big Impact on Small Towns and Forgotten Neighborhoods” it is stated that: “brewing is behind plenty of comeback stories in cities and rural areas across the United States”. The article further states: “One brewery opened in an old Dollar General Discount Store in a sparsely occupied town square. The brewery and taproom has become a community hub and catalyst-keeping businesses open later” and that: “Breweries, taprooms, and bars have always been about more than beer, serving as community hubs, gathering places and sources of local identity and pride. The Craft Beer Industry to the US economy contributed \$55.7 Billion. In North Carolina alone, the craft brewery industry generated \$1.2 billion and over 10,000 jobs in 2014 alone.” NOBO microbrewery will can craft beer with the label identifying that it is “made in Lake Park”. Coastal Karma is another microbrewery that plans to open in the downtown CRA area in 2019. The change in the downtown Ordinance by the Town Commission allowing for microbreweries passed by the Commission will have a significant economic impact on the CRA’s local economy creating jobs and bringing excitement to an existing Old Florida Mediterranean style downtown district.
 - To complete the vision of millennials along Main Street, the need for open-air cafés, roasting houses for millennials to congregate will have a positive economic impact to the PADD/CRA area. The coffee industry to the US economic in 2015 was valued at \$225.2 billion. Coffee related economic activity comprises approximately 1.6% of the total US Gross Domestic Product (GDP). Consumers spent \$74.2 billion on coffee in 2015. The coffee industry created more than 1,694,710 jobs in the US Economy and generated close to \$28 billion in taxes. The 918 Park Avenue approved site plan calls for a coffee shop, professional counseling offices and a high end SPA. The challenge to this historically designated location is access to the business from Park Avenue. Because the two owners were unable to reach an agreement on access, the new business will be the only one on Park Avenue to have a rear alleyway access to the business site.

The Arts continues to play a significant role in the CRA. The Back Alley Arts Mural Festival in 2019 will draw thousands of people to the PADD. Many commercial spaces remain vacant. Underperforming retail space located along Park Avenue in the CRA district is affecting retail sales across the Town despite large box retail giants like Walmart Target, Lowes and Home Depot. In response to a Scope of Services provided by Town staff to the Treasure Coast Regional Planning Council (TCRPC) which called for TCRPC to conduct a review and update as needed the market analysis and description of existing conditions contained in the 2010 CRA Plan, on October 25, 2017, TCRPC presented to the CRA Board a CRA Market Study and Branding Report in which it identified a marketing plan for the CRA. At its September 5, 2018 meeting, the Executive Director advised the CRA Board of the need to hire a marketing firm for implementing the marketing strategies recommended by TCRPC in its report to the CRA. At the meeting, the CRA Board authorized the Executive Director to issue a Request for Letters of Interest (RFLI) for the implementation of a marketing plan for the CRA. This RFLI occurred in Fiscal Year 2017/2018.

- The Community Garden located between the 700 and 800 blocks of Foresteria Drive in the CRA was closed, and the Executive Director and staff has been aggressively pursuing funding to construct a 300 space-parking garage originally designated in the CRA Master Plan along this area. As Dedicated IT and the microbrewery open in 2019, demand for parking will significantly increase. The parking calculations in the local ordinance calculate all existing parking available in the CRA. Several developers have expressed concern that businesses attracted to their specific location desire to have a designated location for self and valet parking available within close proximity to their businesses.
- A significant focus of the CRA continued to be the sale of the 801 Park Avenue property (also known as One Park Place), owned by Sidney Spiegel of Coreslab International. In August of 2018, the owner a final Certificate of Occupancy. The tax obligation with a Certificate of Occupancy will significantly increase. The certificate of occupancy will motivate the investor to sell the property to a developer who will hopefully fulfill the vision for the property and develop the second parcel. To encourage the right developer with a shared vision to purchase and occupy the property, the CRA in the upcoming fiscal year will propose a greater density development project for the adjacent vacant parcel. Micro unit development of between 50 and possibly 60 units of housing and increasing the height of the structure from three to four stories may motivate the right developer with a share CRA/developer vision to move forward with development plans.

Balance Sheet as of September 30, 2018: For the second consecutive year, the CRA will operate from a positive fund balance. The unaudited balance sheet for the Town of Lake Park Community Redevelopment Authority shows an unrestricted Fund Balance of \$219,749 and a restricted fund balance of \$48,090. We remain good stewards of our public funds and continue to use them for economic growth and development, and to expand our CRA tax base. The fund balance improved by \$77,684.

Summary of Yearly meeting Activities: During the 2017-2018 Fiscal Year, the CRA Board at various meetings throughout the year discussed a number of topics and initiatives. A summary of actions taken by the CRA Board is set forth below.

October 25, 2017 Special Call: The CRA Board participated in a Market analysis and Visioning Workshop facilitated by Kim Delaney, Ph.D., Director of Strategic Development and Policy at TCRPC, Tom Lavash of WTL & Associates and Tom Moriarity of Retail Development Strategies LLC. Dr. Delaney asked the CRA

Board if there were additional programs and alternative strategies the Board would like to be part of future discussions and changes in zoning and mixed-use initiatives were suggested, as well as marketing the CRA as a vibrant, walkable arts-district and close community. Dr. Delaney asked CRA Board to consider drafting Mission, Vision and Value Statements for the CRA and indicated that TCRPC would assist in creating statements for consideration. History, diversity and economic sustainability were identified as important pillars for the vision of the CRA.

December 20, 2017 Special Call: The CRA Board discussed the reuse of the 800 Park Avenue building.. The Executive Director proposed that the building be used for the establishment of a Palm Beach County Sheriff's Office (PBSO) substation the physical location of which in the downtown area would serve as a deterrent to crime for current and future business investors in the area. Further, would enable the Town to install and maintain Smart City surveillance technology at that location for which the Town would actively pursue grant funding from the U.S. Department of Justice. The CRA Board rejected the use of the 800 Park Avenue Building as a PBSO substation and discussed the potential use of the building by a non-profit organization as long as the building was open to the public. Following discussion and presentations by representatives of two interested non-profit organizations and by consensus the Board directed the Executive Director to issue a Request for Proposals for the use of the 800 Park Avenue building by a non-profit tax-exempt organization.

January 23, 2018 Commission/CRA Workshop: The CRA Board and the Town Commission held the first two joint workshop on the Park Avenue Downtown District (PADD). Discussion focused on signage, permitted uses adding Art District to the PADD definitions. The purpose of this workshop was to discuss the PADD Code regulations codified in Town Code Section 78-70; to identify opportunities to make the regulations more business friendly; and to identify opportunities to promote redevelopment through Code modifications. Discussion ensued regarding window coverings for businesses fronting Park Avenue including different types of window treatments while preserving the ability of PBSO to view the inside of businesses fronting Park Avenue. Arts and cultural uses which will foster a distinct identity for the PADD, and finally the 801 Park Avenue property which hopefully will return to the tax rolls with a second building when constructed will then complete the Park Avenue north street wall design. The need for affordable retail and commercial space in the PADD to encourage retail start-ups, pop-up businesses and new concept businesses was also discussed as a way to reduce the high level of commercial vacancies in the PADD. The goal was discussed of creating a more intense mixed-use district for the PADD with additional density and along with the elimination of outdated supplementary regulations related to alleyway screening walls, window covering and the need to modernize the permitted use table for signage. The next steps were identified as including a workshop date for possibly March 2018 and a Public Hearing process, which may occur either May or June of 2018 to submit and approve required Code amendments.

March 7, 2018: The Executive Director presented the Annual Report of the CRA for Fiscal Year 2016/2017, which was unanimously accepted by the CRA Board.

The Executive Director presented the appraisal report on 940 Park Avenue property for consideration by the CRA Board of possible purchase of this property. The CRA Board decided not to purchase the property. The CRA Board expressed a desire to create a gateway development project at the West end of Park Avenue.

Dr. Kim Delaney of TCRPC and her team presented the Lake Park CRA Market Study/Branding Findings and Recommendations and guided the CRA Board through its review of the study. In response to the question as to how the CRA and the Town can overcome the public's perception, Dr. Delaney suggested that the

CRA/Town use Palm Beach County partners such as the Palm Beach North Chamber of Commerce and reviewed some of the slides presented as part of the study as ideas to market the CRA/Town.

April 30, 2019 Special Call: The CRA Board of Directors authorized the payment to the Housing Leadership Council of invoices for this organization's assistance in the preparation of the Fannie Mae Smart city Technology Initiative grant application.

June 6, 2018 Meeting: Resolution 27-06-18 extending the Current CRA Downtown Landscape Maintenance Contract with Terracon Services, Inc. through fiscal Year 18/19 was approved. The CRA Board approved a mission and vision statement for the CRA, and approved economic development incentives such as façade grants and loans for businesses to locate in the CRA.

August 20, 2018 Meeting Special Call: The Executive Director advised the CRA Board that Dedicated IT and Noble Brewery will provide an update regarding the building located at 754 Park Avenue at the September 5, 2018 CRA Board meeting. Consideration of Resolution 46-08-18 Accepting the Community Redevelopment Agency Budget for Fiscal Year 2018/2019 was postponed to the September 5, 2018 CRA Board meeting due to the absence of three CRA Board members at this meeting.

August 22, 2018 Call CRA/Commission Workshop: This was the second CRA Board and Commission to discuss the PADD. Because of this workshop, the Commission agreed to consolidate signage Codes into Chapter 70 of the Town Code. The new signage code for the Town separating out sign usage in the PADD from the rest of the Town signage code was discussed. A unique section of the Code for signage would only apply to the PADD area. Discussion took place regarding expanding the PADD Boundaries within the CRA to include density residential developments, Airbnb's, Bed and Breakfasts as uses and possibly boutique hotels as possible PADD uses. It was noted that another meeting prior to Ordinance adoption maybe required. The Executive Director stated that either November or December of 2018 for the next PADD Workshop is possible.

September 5, 2018 Meeting: Dedicated IT provided a status update on the demolition and reconstruction of a portion of the 754 Property to include a restaurant, microbrewery and corporate headquarters for the company. Adam Steinhoff and Erin Underhill (co-owners of Dedicated IT) provided the CRA Board with a progress update. Resolution 46-08-18 accepting the Community Redevelopment Agency Budget for Fiscal Year 2018/2019 was approved. Resolution 49-09-18 Authorizing the Executive Director to Renew Property and Casualty Insurance Coverage from the Preferred Governmental Insurance Trust for the CRA for Fiscal Year 1028/2019 was also approved.

CRA BUSINESS APPLICATION COMPLETION LIST
October 1, 2017 – September 30, 2018

Business Name and Location (if different than mailing address)	Business Owner & Mailing Address	Type of Business	Reason for BTR	Email Address	# of New Employees
International Exotic Motorsports LLC	Pierre Desrosier 1200 Old Dixie Hwy #3, Lake Park, FL 33403	Auto Sales/ Dealership	New Business	iemslc@yahoo.com	1
All Safe Security & Lock	Diana Rogers & Chris Barrett 947 Park Ave, Ste A Lake Park, FL 33403	Security Sales & Services/ Locksmith	New Business	sales@yoursecurityexperts.com	5
ASAP Tax & Fingerprint Plus	Sharon/Lita Mitchell/ Phillip Cunningham 907 Park Ave Lake Park, FL 33403	Tax Prep/ Fingerprint	New Business	info@asaptaxplus.com	6
Aya Beauty Supply LLC	Binbidio Raymond Pierre 911 Park Ave Lake Park, FL 33403	Retail	Location Transfer	Jonclooney36@gmail.com	2
Basis Whole Body Wellness	Dr Philip Scuderi 501 10 th St Ste 517-523 Lake Park, FL 33403	Medical/ Physical Therapy	New Business	duphil@gardenshealth.com	4
Black Cat Social Club LLC	Jimmy Adolphe & Johnathan Urena 910 10 th St, Ste C Lake Park, FL 33403	Recreational Club	New Business	jreed@tadawrecords.com	4
Campus Wellness Group LLC	Danielle Hoberman 511 10 th St, Ste 511 Lake Park, FL 33403	Professional Office/ Wellness	New Business	campuswellnessgroup@gmail.com	6
Contemporary Living	Cynthia Heathcoe 736 Park Ave Lake Park, FL 33403	Retail Furniture	New Business	cynthia@mycontemporaryliving.com	3
Cornerstone Services Group LLC	Rob Korke 1183 Old Dixie Hwy #G Lake Park, FL 33403	General Contractor/ Warehouse/ Shop	New Business	Thewoodworkeroffice@gmail.com	3
Dollz Bar LLC	Cliffeshia Bell 700 Old Dixie Hwy #101 Lake Park, FL 33403	Hair Salon/ Braid Salon	New Business	Dollsbar700@gmail.com	1
Exquisite Dance LLC	Eliseo Ruiz 732 Park Ave Lake Park, FL 33403	Dance Studio	New Business	elisoe@hotmail.com	1
Florida Roadway Signs, Inc	Brittani Ricci 1137 Silver Beach Rd Lake Park, FL 33403	Roadway Sign Manufacturing	Name Change	brittani@floridaroadwaysigns.com	5

Grace Caribbean Restaurant LLC	Kervens Jean Baptiste and Eristin Jean Baptiste 940 Park Ave, Ste 107 Lake Park, FL 33403	Restaurant	New Business	gracecaribbean@gmail.com	4
Jacky Love	Jacquelin Lamour 796 10 th Street, Unit #C Lake Park, FL 33403	BARBER SHOP	Location Transfer	N/A	2
JC Quality Stone	Juan Rdoriguez 210 Brant Dr Lake Park, FL 33403	Stone Installation	New Business	jcqualitystone@yahoo.com	2
King of Fitness of Palm Beach Inc	John King 914 Park Ave Lake Park, FL 33403	Personal Training	New Business	Jking9069@yahoo.com	1
KSTYLES Kouture	Kadian Cox 941 Park Ave Lake Park, FL 33403	Retail-Boutique	New Business	kstyleskouture@gmail.com	1
Lake Park Book Store	Patrick Ziolkowski 525 10 th St,#513 & #515, Lake Park, FL 33403	Book Store	New Business	N/A	3
Martindale Sofa and Fine Furniture Inc	Vilma Montano & Jaime Martinez 844 Park Ave Lake Park, FL 33403	Reupholster/Repairs/Service	Name Change Only	Jr1871456@gmail.com	0
O'NIQUE	Gabriela R. Ramalho 920 9 th St Lake Park, FL 33403	HOME OFFICE ONLY (Chocolates Business)	New HOME Business	onique@oniquelife.com	1
Papito Meat & Produce	Richard Pichardo 798 10 th St Lake Park, FL 33403	Grocery Store	Ownership Transfer	Rg8589@gmail.com	2
Park Avenue Chiropractic	Dr. Patrick Dennis 728 Park Ave Lake Park, FL 33403	Chiropractic	Location Transfer	chiroparkavenue@gmail.com	0
Pro Fab of Lake Park	Kenia Tejada 206 10 th St Lake Park, FL 33403	Paint & Body	Ownership Transfer	profaboflakepark@gmail.com	0
Prosperity Financial Group Inc DBA Ambassador	Nikki Booth 125 Miller Way Bay 22 Lake Park, FL 33403	Auto Dealership	New Business	insurance@caboos.com	2
Screen Works by Shawn, Inc	Shawn Booth 132 Miller Way #5, Lake Park, FL 33403	Fence Builders	New Business	Screenworksbyshawn@yahoo.com	2
Silver Spoon/ Allen Enterprises Of Palm Beach County LLC	Rurel Allen 932 Park Ave Lake Park, FL 33403	Restaurant	Additional Business	Silverspoon940@gmail.com	0
Simplified Inc	Jean M Chardon 1300 Gateway Rd Lake Park, FL 33403	General Construction	New Business (Additional Business)	jean@simplifiedinc.com	2
Smart Marine Solutions llc	1125 Old Dixie Hwy #9 Lake Park FL 33403	Sportfish yachts outfitters	New Business	eric@sportfishparts.com	2

Southern Deli Provisions, LLC	RYAN SPENCE 849 15 TH STREET, UNIT 5	Distributor	Location Transfer	gina@southern-deli.com	3
Spinodiamond Diesel 849 15 TH STREET, UNIT 7	JOSEPH SPINO 11320 56 TH ROAD NORTH WEST PALM BEACH, FL	Truck Modifications	New Business	spinodiamonddiesel@yahoo.com	1
World Health Source LLC	Alison Rampersad 1250 Old Dixie Hwy #5 Lake Park, FL 33403	Online Internet Supplements	New Business	alison@whslab.com	2
Yoi Auto Service LLC	Gioi Van Pham 1140 Watertower Rd, Ste 1, Lake Park, FL 33403	Auto Mechanic Repair	Name Change	Yoi.autoinc@gmail.com	0

TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY

Balance Sheet*
As of September 30, 2018

**Statement of Revenues, Expenditures
and changes in Fund Balance***
For the Year Ending September 30, 2018

Assets

Cash & Equivalents	\$	487,632
Accounts Receivable	\$	-
Notes Receivable	\$	3,863
Due from other funds		-
Total Assets	\$	<u>491,495</u>

Liabilities

Accounts Payable	\$	50,214
Accrued Payroll		-
Due to other funds		173,442
Total Liabilities	\$	<u>223,656</u>

Fund Balance

Restricted	\$	48,090
Unrestricted		219,749
Total Fund Balance	\$	<u>267,839</u>

Total Liabilities & Fund Balance	\$	<u>491,495</u>
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Revenue

Taxes	\$	307,994
Intergovernmental		571,727
Investment Earnings		258
Other		1,808
Total Revenue	\$	<u>881,787</u>

Expenses

Personnel Services	\$	176,605
Operating Expenses		248,319
Grants		75,243
Capital Expenses		43,432
Debt Service		260,504
Total Expenses	\$	<u>804,103</u>

Net change in Fund Balance	\$	77,684
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Fund Balance, beginning	\$	<u>190,155</u>
Fund Balance, ending	\$	<u>267,839</u>

* Unaudited

Note

Fund Balance improved by:	\$	<u>77,684</u>
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Hometown District



Commerce District



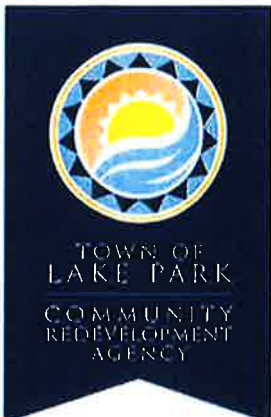
Arts District

MEMBERS OF THE BOARD OF DIRECTORS

Michael O'Rourke	Chair
Kimberly Glas-Castro	Vice-Chair
Rhonda "Jo" Brockman	Board Member
Erin T. Flaherty	Board Member
Christiane Francois	Board Member
Anne Lynch	Board Member
Roger Michaud	Board Member

STAFF OF THE CRA

John D'Agostino	Executive Director
Thomas J. Baird, Esq.	Agency Attorney
Vivian Mendez, CMC	Agency Clerk



**TOWN OF LAKE PARK
COMMUNITY REDEVELOPMENT AGENCY**

Town Hall ❖ 535 Park Avenue, Lake Park, FL 33403
561-881-3304 (Phone) ❖ 561-881-3314 (Fax) ❖ www.lakeparkcra.com

Old Business

TAB 5



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: March 6, 2019

Agenda Item No.

Agenda Title: Request for Additional Funding for Voice over Internet Protocol (VoIP)

- SPECIAL PRESENTATION/REPORTS
 - BOARD APPOINTMENT
 - PUBLIC HEARING ORDINANCE ON _____ READING
 - NEW BUSINESS
 - OTHER: _____
- CONSENT AGENDA
 - OLD BUSINESS**

Approved by Town Manager *[Signature]* **Date:** 2-20-19

Hoa Hoang, Chief Information Technology Officer *[Signature]* 2/13/2019
Name/Title

Originating Department: Information Technology	Costs: \$ 14,116.35 Funding Source: <u>001-110-6400</u> Acct. # Code Enforcement <input checked="" type="checkbox"/> Finance <u><i>[Signature]</i></u>	Attachments: Quote VCIQ13754-04
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on the agenda.	Yes I have notified everyone <u>X</u> or Not applicable in this case _____ Please initial one.

Summary Explanation/Background:

The Town of Lake Park contracted with Verteks Consulting, Inc. for Mitel VoIP telephone systems to be installed and replace the old analog telephone systems at Town Hall, Library, Public Works and Marina. An analysis was conducted on the needs of each department and a few departments needed additional equipment to ensure that staff has the ability to communicate efficiently with the public.

The purpose of this agenda item is to request additional funding of \$14,116.35 for the purchase of additional equipment.

Motion: I move to approve the additional funding of \$14,116.35 for the purchase of additional equipment from Verteks Consulting, Inc.



Verteks Consulting, Inc.
Voice and Data Networks
Phone: (352) 401-0909
Fax: (352) 401-0903
Web: www.verteks.com

QUOTE

Date	Quote #
02/12/19	VCIQ13754-04

Customer: Town of Lake Park Hoa Hoang 535 Park Ave Lake Park, FL 33403	Phone: (561) 881-3303 Fax: E-Mail: hhoang@lakeparkflorida.gov
--	--

Additional Phones and Headsets per Department

Terms	Rep	P.O. Number	Ship Via
Net 15	John		Ground

Qty	Description	Unit Price	Ext. Price
Finance			
1	<p>Cisco SG350-10P 10-Port Gigabit PoE Managed Switch - 10 Network, 2 Expansion Slot - Manageable - Optical Fiber, Twisted Pair - Modular - 3 Layer Supported - Desktop - Lifetime Limited Warranty Easy-to-Use Managed Switches That Provide the Ideal Combination of Features and Affordability To stay ahead in a competitive marketplace, businesses need to make every dollar count. That means getting the most value from your technology investments, but it also means making sure that employees have fast, reliable access to the business tools and information they need. Every minute an employee waits for an unresponsive application and every minute your network is down has an effect on your profits. The importance of maintaining a strong and dependable business network only grows as your business adds more employees, applications, and network complexity.</p>	\$349.00	\$349.00
SubTotal			\$349.00
HR and Town Manager			
2	<p>Plantronics CS540 Wireless Convertible Headset System - Mono - Black, Silver - Wireless - DECT - 350 ft - Over-the-head, Over-the-ear, Behind-the-neck - Monaural - Semi-open - Noise Cancelling Microphone This Wireless Headset System connects to your office phone, giving you superior comfort and mobility up to 350 feet. Voice-dedicated 1.9 GHz DECT technology and advanced wideband audio provide uncompromised audio quality, the lowest probability of interference, and up to 9 hours of talk time. Adaptive power system optimizes balance between range and talk time. Volume and mute controls at your fingertips allow adjustments remotely. Digital encryption assures secure conversations. You can conference up to three additional CS headsets to have coworkers easily join calls. Battery is 80 percent recharged in 1.5 hours and fully recharged in 3 hours. Convertible headset gives you your choice of over the head, over the ear, or behind the neck wearing style.</p>	\$190.00	\$380.00
2	<p>Plantronics APD-80 Adapter Cable - Network (RJ-45)Phone Line (RJ-11) APD-80 Adapter Cable for CS500 and Savi.</p>	\$51.00	\$102.00

Qty	Description	Unit Price	Ext. Price
	SubTotal		\$482.00
	PBSO		
1	Ruckus ICX 7150-24P - Switch - L3 - managed - 24 x 10/100/1000 (PoE+) + 2 x 10/100/1000 (uplink) + 4 x Gigabit SFP - rack-mountable - PoE+ (370 W) The Ruckus ICX 7150 combines enterprise-class switching features with high performance. The switch can operate in fanless mode outside of the wiring closet to provide silent operation for classrooms, hospitality suites, retail sites, hospitals or other noise sensitive environments.	\$896.00	\$896.00
1	Cisco SG350-10P 10-Port Gigabit PoE Managed Switch - 10 Network, 2 Expansion Slot - Manageable - Optical Fiber, Twisted Pair - Modular - 3 Layer Supported - Desktop - Lifetime Limited Warranty Easy-to-Use Managed Switches That Provide the Ideal Combination of Features and Affordability To stay ahead in a competitive marketplace, businesses need to make every dollar count. That means getting the most value from your technology investments, but it also means making sure that employees have fast, reliable access to the business tools and information they need. Every minute an employee waits for an unresponsive application and every minute your network is down has an effect on your profits. The importance of maintaining a strong and dependable business network only grows as your business adds more employees, applications, and network complexity.	\$349.00	\$349.00
6	ShorePhone IP480G Mitel's advanced phone, the IP 480g provides 8 line appearances, expanded call history, visual voice mail and an integrated 10/100/1000 Ethernet switch, allowing a network drop to be shared with a desktop PC.	\$239.85	\$1,439.10
3	ShorePhone IP485G Mitel's advanced phone, the IP 485g provide a full color display, 8 line appearances, expanded call history, visual voice mail and an integrated 10/100/1000 Ethernet switch, allowing a network drop to be shared with a desktop PC.	\$278.85	\$836.55
10	Connect ONSITE Essentials license bundle Includes Ext+Mbx, Connect desktop and mobile client with IM, collaboration, professional access, softphone and video. Also includes Web and App dialer licenses.	\$129.35	\$1,293.50
281	ShoreCare Partner Support (1 Year, No Phones) - Silver Adds the listed Mitel equipment and software to the customer's existing support plan under the same terms and conditions.	\$0.85	\$238.85

Qty	Description	Unit Price	Ext. Price
1	<p>High Touch Implementation Service</p> <p>Our training and configuration will result in a turn-key, ready to operate system, backed by our 100% satisfaction guarantee. We will begin with a customer design review meeting where we will interview you and your key staff to determine the ideal way to configure the Mitel system for your business. We will integrate the system with your local-area and wide-area data network. We will setup automated attendants for call answering with day, night and holiday modes. We will install Communicator on 1 PC and show the IT department how to install Communicator on the network. We will complete all the work listed in our Scope of Work standards and we will cut-over to the new system and test all programming. We will follow up with you and your key staff after installation, and at 30, 60 and 90 days past installation to verify the system installation fully meets your needs.</p>	\$1,200.00	\$1,200.00
	SubTotal		\$6,253.00
	Community Development		
1	<p>Plantronics CS540 Wireless Convertible Headset System - Mono - Black, Silver - Wireless - DECT - 350 ft - Over-the-head, Over-the-ear, Behind-the-neck - Monaural - Semi-open - Noise Cancelling Microphone</p> <p>This Wireless Headset System connects to your office phone, giving you superior comfort and mobility up to 350 feet. Voice-dedicated 1.9 GHz DECT technology and advanced wideband audio provide uncompromised audio quality, the lowest probability of interference, and up to 9 hours of talk time. Adaptive power system optimizes balance between range and talk time. Volume and mute controls at your fingertips allow adjustments remotely. Digital encryption assures secure conversations. You can conference up to three additional CS headsets to have coworkers easily join calls. Battery is 80 percent recharged in 1.5 hours and fully recharged in 3 hours. Convertible headset gives you your choice of over the head, over the ear, or behind the neck wearing style.</p>	\$190.00	\$190.00
1	<p>Plantronics APD-80 Adapter Cable - Network (RJ-45)Phone Line (RJ-11)</p> <p>APD-80 Adapter Cable for CS500 and Savi.</p>	\$51.00	\$51.00
1	<p>Ruckus ICX 7150-24P - Switch - L3 - managed - 24 x 10/100/1000 (PoE+) + 2 x 10/100/1000 (uplink) + 4 x Gigabit SFP - rack-mountable - PoE+ (370 W)</p> <p>The Ruckus ICX 7150 combines enterprise-class switching features with high performance. The switch can operate in fanless mode outside of the wiring closet to provide silent operation for classrooms, hospitality suites, retail sites, hospitals or other noise sensitive environments.</p>	\$896.00	\$896.00
6	<p>ShorePhone IP480G</p> <p>Mitel's advanced phone, the IP 480g provides 8 line appearances, expanded call history, visual voice mail and an integrated 10/100/1000 Ethernet switch, allowing a network drop to be shared with a desktop PC.</p>	\$239.85	\$1,439.10

Qty	Description	Unit Price	Ext. Price
1	<p>High Touch Implementation Service</p> <p>Our training and configuration will result in a turn-key, ready to operate system, backed by our 100% satisfaction guarantee. We will begin with a customer design review meeting where we will interview you and your key staff to determine the ideal way to configure the Mitel system for your business. We will integrate the system with your local-area and wide-area data network. We will setup automated attendants for call answering with day, night and holiday modes. We will install Communicator on 1 PC and show the IT department how to install Communicator on the network. We will complete all the work listed in our Scope of Work standards and we will cut-over to the new system and test all programming. We will follow up with you and your key staff after installation, and at 30, 60 and 90 days past installation to verify the system installation fully meets your needs.</p>	\$720.00	\$720.00
	SubTotal		\$3,296.10
	Library		
1	<p>ShorePhone IP480G</p> <p>Mitel's advanced phone, the IP 480g provides 8 line appearances, expanded call history, visual voice mail and an integrated 10/100/1000 Ethernet switch, allowing a network drop to be shared with a desktop PC.</p>	\$239.85	\$239.85
1	<p>Mitel Cordless Phone Starter Kit : IP930D DECT Phone</p> <p>The IP 930D delivers a comparable feature set to the IP230 in a cordless phone, including three line appearances, four function keys, three soft keys, and a 2.5 mm headset jack.</p> <p>One Base supports up to four handsets, and a single site or location can support up to a maximum of 40 handsets in the USA. Optional Repeaters extend the distance IP 930D users can roam from the Base but may reduce the total number of handsets that can be used in the same airspace.</p>	\$389.35	\$389.35
1	<p>Connect ONSITE Courtesy license</p> <p>Includes Extension Only with no Connect client capability.</p>	\$64.35	\$64.35
1	<p>Connect ONSITE Essentials license bundle</p> <p>Includes Ext+Mbx, Connect desktop and mobile client with IM, collaboration, professional access, softphone and video. Also includes Web and App dialer licenses.</p>	\$129.35	\$129.35
56	<p>ShoreCare Partner Support (1 Year, No Phones) - Silver</p> <p>Adds the listed Mitel equipment and software to the customer's existing support plan under the same terms and conditions.</p>	\$0.85	\$47.60

Qty	Description	Unit Price	Ext. Price
1	<p>High Touch Implementation Service</p> <p>Our training and configuration will result in a turn-key, ready to operate system, backed by our 100% satisfaction guarantee. We will begin with a customer design review meeting where we will interview you and your key staff to determine the ideal way to configure the Mitel system for your business. We will integrate the system with your local-area and wide-area data network. We will setup automated attendants for call answering with day, night and holiday modes. We will install Communicator on 1 PC and show the IT department how to install Communicator on the network. We will complete all the work listed in our Scope of Work standards and we will cut-over to the new system and test all programming. We will follow up with you and your key staff after installation, and at 30, 60 and 90 days past installation to verify the system installation fully meets your needs.</p>	\$480.00	\$480.00
	SubTotal		\$1,350.50
	Public Works		
4	<p>ShorePhone IP420</p> <p>The single-line IP 420 is a cost-effective SIP telephone ideal for general office use including lobbies, classrooms and dorm rooms. The IP 420 has 2 line appearances, a backlit LCD screen, a half duplex speakerphone and an integrated Ethernet switch, allowing a network drop to be shared with a desktop PC. Features keys include: Transfer, Conference, Hold, Intercom, Redial (History), Voicemail, Options, Volume, Mute, Directory. Includes a headset jack with LED indicator.</p>	\$122.85	\$491.40
4	IP 420/420G Wall Mount Kit	\$29.00	\$116.00
3	<p>Connect ONSITE Courtesy license</p> <p>Includes Extension Only with no Connect client capability.</p>	\$64.35	\$193.05
1	<p>Connect ONSITE Essentials license bundle</p> <p>Includes Ext+Mbx, Connect desktop and mobile client with IM, collaboration, professional access, softphone and video. Also includes Web and App dialer licenses.</p>	\$129.35	\$129.35
70	<p>ShoreCare Partner Support (1 Year, No Phones) - Silver</p> <p>Adds the listed Mitel equipment and software to the customer's existing support plan under the same terms and conditions.</p>	\$0.85	\$59.50

Qty	Description	Unit Price	Ext. Price
1	High Touch Implementation Service Our training and configuration will result in a turn-key, ready to operate system, backed by our 100% satisfaction guarantee. We will begin with a customer design review meeting where we will interview you and your key staff to determine the ideal way to configure the Mitel system for your business. We will integrate the system with your local-area and wide-area data network. We will setup automated attendants for call answering with day, night and holiday modes. We will install Communicator on 1 PC and show the IT department how to install Communicator on the network. We will complete all the work listed in our Scope of Work standards and we will cut-over to the new system and test all programming. We will follow up with you and your key staff after installation, and at 30, 60 and 90 days past installation to verify the system installation fully meets your needs.	\$720.00	\$720.00
	SubTotal		\$1,709.30
	Marina		
1	Mitel Cordless Phone Starter Kit : IP930D DECT Phone The IP 930D delivers a comparable feature set to the IP230 in a cordless phone, including three line appearances, four function keys, three soft keys, and a 2.5 mm headset jack. One Base supports up to four handsets, and a single site or location can support up to a maximum of 40 handsets in the USA. Optional Repeaters extend the distance IP 930D users can roam from the Base but may reduce the total number of handsets that can be used in the same airspace.	\$389.35	\$389.35
5	Mitel Power Adapter for IP Phone - PoE - 10/100/1000 Mbit Ethernet with IEC-C5 cord	\$20.00	\$100.00
1	Connect ONSITE Courtesy license Includes Extension Only with no Connect client capability.	\$64.35	\$64.35
15	ShoreCare Partner Support (1 Year, No Phones) - Silver Adds the listed Mitel equipment and software to the customer's existing support plan under the same terms and conditions.	\$0.85	\$12.75
	SubTotal		\$566.45
	Misc		
2	In- Line Handset Amplifier with AC Power Cube	\$55.00	\$110.00
		SubTotal	\$14,116.35
		Sales Tax	\$0.00
		Shipping	\$0.00
		Total	\$14,116.35

All invoices/statements/bills shall be due when rendered. Any amounts remaining unpaid after thirty (30) days from the date of the invoices/statements/bills shall bear interest at the highest lawful rate from the date of the invoices/statements/bills, including postjudgment, until paid in full. In the event this account is referred to an attorney for collection, customer and customer's agent signing this invoice agree to pay all costs of collection and a reasonable attorneys' fee, through the appellate proceedings, regardless of whether suit is initiated, and including bankruptcy attorneys fees and costs should the customer and agent, or any one of them, file bankruptcy.

Approved By: _____

Order Date: _____

Please sign and print name

New Business

TAB 6



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: March 6, 2019

Agenda Item No.

Agenda Title: Discussion of Possible Ballot Language on the 2020 Municipal Election Regarding Taxation and the Repeal of Town Code Chapter 28 – Taxation Which Expires on March 9, 2019.

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON ___ READING
- NEW BUSINESS**
- OTHER: _____
- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager *[Signature]* **Date:** 2-27-19

Vivian Mendez, Town Clerk

Name/Title

Originating Department: <p style="text-align: center;">Town Clerk</p>	Costs: N/A Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: <p style="text-align: center;">Chapter 28 Taxation (Ordinance 13-2010)</p>
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case ____ Please initial one.

Summary Explanation/Background: At the February 20, 2019 Town Commission Meeting, Town Manager D'Agostino explained that Chapter 28 of the Town of Lake Park Code of Ordinances would expire on March 9, 2019. He explained that Chapter 28 – Taxation was created in 2009 and appeared on the 2010 municipal election ballot, in which Town of Lake Park voters authorized the Town Commission to grant economic development ad valorem tax exemptions for new or expanded businesses that qualified. We are not aware of any new or expanded business that qualified for the exemption during the past 10-years.

The purpose of this agenda item is to discuss the desire (or not) to move forward with creating an Ordinance containing ballot language that would appear on the 2020 municipal election ballot asking the Town of Lake Park voters to decide if they would or would not want this exemption to be available to new or expanded businesses that qualify.

Recommended Motion: Discussion only, no action to be taken during this meeting.

ORDINANCE NO. 13-2010

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 28 OF THE CODE OF ORDINANCES TO CREATE A NEW ARTICLE V ENTITLED "ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTIONS"; PROVIDING FOR SECTION 28-251, ENTITLED "TITLE"; PROVIDING FOR SECTION 28-252, ENTITLED "INTENT"; PROVIDING FOR SECTION 28-253, ENTITLED "DEFINITIONS"; PROVIDING FOR SECTION 28-254, ENTITLED "ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTION ESTABLISHED"; PROVIDING FOR SECTION 28-255 ENTITLED "APPLICATION FOR EXEMPTION"; PROVIDING FOR SECTION 28-256, ENTITLED "CONSIDERATION OF APPLICATION"; PROVIDING FOR SECTION 28-257, ENTITLED "APPLICATION FEE"; PROVIDING FOR SECTION 28-258, ENTITLED "REVOCATION OF EXEMPTION; RECOVERY OF FUNDS"; PROVIDING FOR SECTION 28-259 ENTITLED "APPEALS"; PROVIDING FOR SECTION 28-260, ENTITLED "SURVIVAL"; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, Article VII, Section 3, of the Constitution of the State of Florida and Florida Statutes §196.1995 empowers the municipality to grant economic development ad valorem tax exemptions provided the electors of the municipality, affirmatively vote in a referendum to authorize such exemptions; and

WHEREAS, in a referendum which was held on March 10, 2009, the electors of the Town authorized the Town Commission to grant economic development ad valorem tax exemptions provided a business qualifies for same and;

WHEREAS, It is the intent of the Town Commission by enacting this article to provide an incentive to those new or expanded businesses which, in accordance with the statute are eligible, and which would make a positive contribution to the economy of the Town by providing new jobs and improvements to real and personal property within the Town; and

WHEREAS, It is the intent of the Town Commission to promote the economy by creating jobs in the municipality in such a way so as not to disadvantage existing businesses while recognizing that productive competition assists in economic growth.

WHEREAS, the Town Commission desires to provide incentives to businesses of diverse industries which would have a positive impact on the economy of the Town; and

WHEREAS, the Town Commission declares that the provision of ad valorem tax exemptions pursuant to this article serves the public purpose of fostering economic growth in the Town which will benefit of the Town's residents and its business owners; and

WHEREAS, the Town Commission will consider applicants for exemptions in a rational, nondiscriminatory basis.

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 28, Article V, to be entitled "Economic Development Ad Valorem Tax Exemption" and Sections 28-251, 28-252, 28-253, 28-254, 78-255, 28-355, 28-256, 28-257, 28-258, 28-259, 28-260 and 28-262 of the Code of Ordinances of the Town of Lake Park, Florida are hereby created to read as follows:

ARTICLE V. ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTION

Sec. 28-251. Title.

This article shall be known and cited as the "Economic Development Ad Valorem Tax Exemption Ordinance of Lake Park, Florida."

Sec. 28-252. Intent.

It is the intent of the Town Commission by enacting this article to provide an incentive which benefits a new business which agree to locate within the Town, or an existing business in the Town which expands, provided such business meets the statutory intent of Section 196.1995, F.S.

It is the intent of the Town Commission by enacting this article to promote the Town's economy by creating jobs in the Town.

It is the intent of the Town Commission by enacting this article to provide incentives to businesses of diverse industries which would have a positive impact on the Town's economy.

Sec. 28-253. Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in current Florida Statutes and the Florida Administrative Code. Should any of these definitions contained in Florida Statutes, or the Florida Administrative Code be amended, the definitions herein shall be interpreted such that they conform to the amended definitions.

Applicant: Any person, firm, partnership, or corporation who files an application with the commission seeking an economic development ad valorem tax exemption.

Commission: The town commission of Lake Park, Florida.

Business: Any activity engaged in by any person, firm, partnership, corporation, or other business organization or entity, with the object of private or public gain, benefit, or advantage, either direct or indirect.

Department: The Florida Department of Revenue.

Enterprise zone: An area designated as an enterprise zone pursuant to F.S. 290.0065.

Expansion of an existing business: As defined in F.S. § 196.012(16), an expansion of an existing business means:

- (1)
 - a. A business establishing 10 or more jobs in the Town which would employ 10 or more full-time employees, which manufactures, processes, compounds, fabricates, or produces for sale items of tangible personal property at a fixed location and which comprises an industrial or manufacturing plant; or
 - b. A business establishing 25 or more jobs in the Town which would employ 25 or more full-time employees, the sales factor of which, as defined by F.S. § 220.15(5), for the facility with respect to which it requests an economic development ad valorem tax exemption is less than 50 % inside the Town for each year the exemption is claimed; or
 - c. A business occupying office space in the Town which establishes 50 or more jobs employing 50 or more full-time employees; or
 - d. Any business located in an enterprise zone (pursuant to F.S. § 290.0065) which creates new full-time jobs in accordance with the business disciplines identified above.
- (2) The expansion of an existing business, including a business located in an enterprise zone, which increases operations on a site which is co-located with a commercial or industrial operation owned by the same business, and which results in a net increase in employment of not less than 10

% or an increase in productive output of not less than 10 % .

Goods: All personality when purchased primarily for personal, family, or household use, but not including personality sold for commercial or industrial use.

Improvements: Physical changes made to raw land, and structures placed on or under the land surface.

New business: As defined in F.S. § 196.012(15), a new business means:

- (1)
 - a. A business establishing 10% or more jobs to employ 10% or more full-time employees in the Town and which manufactures, processes, compounds, fabricates, or produces for sale items of tangible personal property at a fixed location and which comprises an industrial or manufacturing plant; or
 - b. A business establishing 25 or more jobs and which employs 25 or more full-time employees in the Town, the sales factor of which, is defined by F.S. § 220.15(5), for the facility with respect to which it requests an economic development ad valorem tax exemption is less than 50% in the Town for each year the exemption is claimed; or
 - c. An office space in the Town which is leased or owned and used by a corporation newly domiciled in the Town; provided such office space houses 50 or more full-time employees of such corporation; or
 - d. Any business located in an enterprise zone (pursuant to F.S. § 290.0065) and creating new full-time jobs in accordance with the business disciplines identified above.
- (2) Any new business, including a business located in an enterprise zone, must first begin operation on a site clearly separate from any other commercial or industrial operation owned by the same business.

Retail operation: A business regularly engaged in, and whose business consists to a substantial extent of, selling goods to a buyer, not principally for the purpose of resale.

Sales factor: As primarily defined in F.S. § 220.15(5), the sales factor is a fraction the numerator of which is the total sales of the taxpayer in this state during the taxable year or period and the denominator of which is the total sales of the taxpayer everywhere during the taxable year or period.

Sec. 28-254. Economic development ad valorem tax exemption established.

(a) Incentive. There is herein established an economic development ad valorem tax exemption (hereinafter the "exemption"). The exemption is a local option tax incentive for new or expanding businesses which may be granted or refused at the sole discretion of the commission.

(b) Ineligible improvements. The exemptions shall not accrue to improvements to real property made by or for the use of new or expanding businesses when such improvements have been included on the tax rolls prior to the effective date of the ordinance specifically granting a business an exemption as provided in subsection 28-257(g) herein.

(c) Eligible improvements. Any exemption granted by the Town may apply up to 100% of the assessed value of the improvements the business has made to real property for the use of by the business and all tangible personal property of such business, or up to 100% of the assessed value of all added improvements to real property made to facilitate the expansion of an existing business and of the net increase in all tangible personal property acquired to facilitate the expansion of an existing

business, provided that the improvements to real property are made or the tangible personal property is added or increased under either of the following two conditions:

(1) By January 1 of the year in which the application will be filed as provided in subsections 28-255(f)(1) and 28-257(g) herein; or

(2) After the effective date of the ordinance specifically granting a business an exemption as provided in subsections 28-255(f)(2) and 28-257(g) herein.

Property acquired to replace existing property shall not be considered to facilitate a business expansion.

(d) Exemption period. The exemption period may extend for up to 10 years from the date the commission adopts the ordinance granting an exemption.

(e) Land. No exemption shall be granted for the land upon which a new or an expanded businesses is located.

(f) Completed or planned improvements. A business may file an exemption under either of the following two conditions:

(1) Completed improvements. No exemption shall be granted to any existing building or an addition to an existing building unless such building or addition was completed within the 12 month period (January 1 to December 31) preceding the date of an application.

(2) Planned improvements. The only exception to subsection (1) above is when a business submits an application and the building or addition was not completed within the 12 month period preceding the date of the application and/or all tangible personal property improvements are not in the building or addition at the time of the filing of the application, but the application identifies all planned improvements, including the total estimated amount of such improvements, none of which can be changed or increased following the adoption of the ordinance granting the exemption.

(g) Retail. No exemption shall be granted to any retail business unless it otherwise qualifies for an exemption as set forth in this article.

(h) Taxes applicable. The exemption applies only to taxes levied by the Town. The exemption does not apply to taxes levied by a county, school district, or water management district, stormwater district, or other special taxing districts or to taxes levied for the payment of bonds or taxes authorized by a vote of the electors pursuant to Section 9 and Section 12, Article VII of the Florida Constitution.

(i) Business maintenance, annual report and annual exemption renewal application. The entitlement to an exemption for the period granted is conditioned upon:

(1) Business maintenance. The maintenance of the new business or the expansion of an existing business as defined in section 28-254 throughout the entire period of the exemption granted; and

(2) Annual report. The applicant shall annually submit to the commission a report which demonstrates that it remains eligible for the exemption. The report shall be submitted to the commission on or before March 1 for each year the exemption is in effect. The report shall be made in such form as prescribed by the Community Development Department. The Community Development Department shall provide the applicant with an annual report form no later than December 1.; and

(3) Annual renewal exemption application. The applicant shall submit an annual exemption renewal application and employee roster to the Property Appraiser on or before March 1 evidencing satisfaction of this condition. The renewal application shall be made in such form as prescribed by the Community Development Department.

(4) Continued performance. Any business granted an exemption shall furnish to the commission or

its designee, such information as the commission or its designee may reasonably deem necessary for the purpose of determining continued performance by the business of the conditions stated in this article and the representations made in the application process.

Sec. 28-255. Application for exemption.

(a) Application. Any eligible person, firm, partnership or corporation which desires an exemption shall file with the Town a written application on a form provided by the Community Development Department.

(b) Information required to evaluate the benefit to the Town. In order to evaluate the economic impact upon the town, the applicant shall, at a minimum, submit information regarding the following criteria:

- (1) The name and location of the new business or of an existing business which is proposing an expansion;
- (2) The name of the owner(s) of the eligible new or existing business;
- (3) A description of the improvements to the real property for which an exemption is requested and the date of the expected commencement of construction of such improvement;
- (4) A description of the tangible personal property for which an exemption is requested and the dates when such property was or is expected to be purchased;
- (5) Proof, to the satisfaction of the commission, that the applicant meets the criteria for a new business or for the expansion of an existing business as defined in section 28-253 hereof;
- (6) The current number of full-time/equivalent (FTE) and seasonal employees of the expanding business; the total number of FTE and seasonal jobs to be created and maintained by the new or expanding business, and the period (total number of years) needed to fill all of the new jobs;
- (7) The expected number of employees who will reside in the municipality;
- (8) The average annual wage of the new jobs, identifying the average annual salary with executives salaries included and with executives' salaries excluded;
- (9) A detailed description of the type of industry or business;
- (10) The environmental impact of the business;
- (11) The current and anticipated volume (in dollars) of business or production, and the percentage of total product sales outside of the municipality;
- (12) Whether relocation or expansion would occur without the exemption;
- (13) The cost and demand for services which are generated by the new business, or the expansion of the existing business;
- (14) The source of supplies (local or otherwise);
- (15) Whether the business will be/is located in a community redevelopment area and/or enterprise zone; and
- (16) The total length (number of years) of the exemption period being requested.
- (17) Other information deemed necessary by the Department to evaluate the applicant's economic impact upon the Town.

(c) Job creation and maintenance. In order to continue to be eligible for the exemption for the period the exemption has been granted, the business must commence the creation of full-time jobs within the period of the exemption and shall maintain those jobs created annually by the business throughout the period of exemption through its expiration. If a business requires time beyond the date of the expiration of the exemption to fulfill its representations regarding new jobs, and any

other criteria identified in the application and relied upon by the Town, the business may propose different terms which shall be reduced to a written agreement with the Town. The agreement will obligate the business to comply fully with those commitments.

(d) Community redevelopment agency. If a new business, or an existing business proposes an expansion in the Town's community redevelopment area, the community redevelopment agency shall be provided a copy of the application for its review and comment. The comments of the community redevelopment agency, if any, may be taken into consideration by the commission when deciding whether to grant an application. The comments of the community redevelopment agency may also be in the form of an objection to an application for an exemption..

(e) Filing deadline. Any applicant who is seeking an exemption shall file the application on or before March 1 of the year in which an exemption is requested.

(f) Review. Upon submittal of the application, the Department of Community Development shall provide an initial review within 10 business days of the applicant's submission of the application and shall notify the applicant of any deficiencies noted as part of its initial review.

(g) Agreement. A business will be required to enter into an agreement with the commission to ensure that the business will satisfy its job creation and maintenance obligations.

Sec. 28-256. Consideration of application.

(a) Action within ninety-day period. The commission shall consider all complete applications and may take action on an application, including the enactment of an ordinance to grant such applications as it determines to be eligible for an exemption, within 90 days of March 1. During this 90 day period, all interested agencies and parties shall have an opportunity to review and comment on any application under consideration for exemption..

(b) Eligibility threshold. The threshold for eligibility is whether the business meets the definition of a new business or for the expansion of an existing business as provided in section 28-253, and one which is not an ineligible business or industry as defined in subsection (d) herein below and subsection 28-255(g).

(c) Economic benefit. The next level to determine eligibility is the commission's consideration of the information in the application to determine whether the economic benefit test set forth in 28-255 of this Code has been met.

(d) Environmental. An existing business which is in violation of any federal, state, or Town law, rule or regulation governing environmental matters is not eligible for the exemption provided for herein.

(e) Property appraiser review. Before the commission takes action on an application, the commission shall deliver a copy of the application to the Palm Beach County Property Appraiser's review of the fiscal impact of the exemption, if granted. The Property Appraiser shall report to the commission the fiscal impact of granting the exemption Within 30 days

(f) Property appraiser report. The property appraiser's report shall include the following:

(1) The total revenue available to the Town for the current fiscal year from ad valorem tax sources or an estimate of such revenue if the actual total available revenue cannot be determined;

(2) The amount of revenue which would be lost to the Town for the current fiscal year for all exemptions previously granted, or an estimate of such revenue if the actual revenue lost cannot be determined;

(3) An estimate of the amount of revenue which would be lost to the municipality for the

current fiscal year if the exemption applied for was granted had the property for which the exemption is requested otherwise been subject to taxation; and

(4) A determination as to whether the property which is the subject of an application for exemption is to be incorporated into a new business or the expansion of an existing business, or into neither, which determination the property appraiser shall also affix to the face of the application. Upon request, the department will provide the property appraiser such information as it may have available to assist in making this determination.

(g) Ordinance. After consideration of the application and the report of the Property Appraiser, the commission may adopt an ordinance granting the exemption. If granted, the ordinance shall include the following information:

(1) The name and address of the new business or the expansion of an existing business;

(2) The name of the owner(s) of the new business or the expansion of an existing business;

(3) The total amount of revenue available to the Town from ad valorem tax sources for the current fiscal year, the total amount of the revenue lost to the Town for the current fiscal year by virtue of exemptions currently in effect, and the estimated amount of revenue attributable to the exemption granted to the new or expanding business;

(4) That the exemption expires on the 10 year anniversary date of the commission's enactment of the ordinance granting the exemption; and

(5) A finding that the business meets the definition of a new business or an expansion of an existing business as set forth in section 28-253.

(h) Ownership. Any business granted an exemption shall inform the commission in writing within 10 days as to any changes in ownership of the business granted an exemption. The failure of a business which has been granted an exemption to notify the commission in writing of a change in ownership is cause for revocation of the ordinance granting the exemption.

(i) Precedent. No precedent shall be implied or inferred by the granting of an exemption to a new or expanding business. Applications for exemptions shall be considered by the commission on a case-by case basis for each application, after consideration of the application and the Property Appraiser's report on the application.

Sec. 28-257. Application fee.

A nonrefundable fee in the amount of \$1,000.00 plus any additional expenses incurred by the Town which may include attorney's fees, ordinance advertising requirements, etc. shall be charged for processing the economic development ad valorem tax exemption application and preparing, implementing, and monitoring any exemption ordinance adopted by the commission.

Sec. 28-258. Revocation of exemption; recovery of funds.

(a) Commission. Should any new business or expansion of an existing business fail to file the annual report with the commission on or before March 1 of each year the exemption has been granted as required in sections 28-255(i)(1) and (2), or fail to continue to meet the definition of a new business or an expansion of an existing business, and/or fail to fulfill any other representation made to the commission during the application process, including the creation and maintenance of the total number of new jobs identified by a business in the application (exhibit "A," not set out herein, but on file in the office of the municipality clerk), the commission may adopt an ordinance revoking the ad valorem tax exemption.

(b) Revocation. The revocation of an ordinance may occur for a business that fails to fulfill its obligations as provided for under the ordinance granting the business an exemption after the expiration of this article on March 9, 2019. The effective date for revocation of the exemption will be identified in the ordinance.

(c) Notification. Upon revocation, the commission shall immediately notify the property appraiser.

(d) Recover taxes. For any year that taxes may have been exempted and the commission finds that the business was not entitled to the exemption, such taxes may be recovered and the property appraiser will assist the commission to recover any taxes exempted.

(e) Property appraiser. Should any new business or expansion of an existing business fail to file the annual exemption renewal application with the property appraiser on or before March 1 of each year the exemption has been granted as required in subsections 28-255(i)(3) and in accordance with F.S. § 196.011(1)(a), or fail to continue to meet the definition of a new business or an expansion of an existing business, the property appraiser may deny the exemption in accordance with F.S. § 196.193(5).

(f) Reapply. Nothing herein shall prohibit a business from reapplying for an ad valorem tax exemption pursuant to state law.

Sec. 28-259. Appeals.

The decision of the Town Commission denying an exemption to a particular business is subject only to judicial review based upon the record of the hearing wherein the application was considered.

Sec. 28-260. Survival.

For purposes of enforcement and revocation, this article shall survive the expiration date of March 9, 2019.

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

Section 5. Codification. The sections of the Ordinance may be made a part of the Town Code of Ordinances and may be renumbered or relettered to accomplish such, and the word “ordinance” may be changed to “section,” “article,” or any other appropriate word.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption.

THE PALM BEACH POST

Published Daily and Sunday
West Palm Beach, Palm Beach County, Florida

PROOF OF PUBLICATION


STATE OF FLORIDA
COUNTY OF PALM BEACH

Before the undersigned authority personally appeared **Janet Taylor Fisher**, who on oath says that she is **Call Center Supervisor** of The Palm Beach Post, a daily and Sunday newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertising for a **Notice** in the matter **Ordinance 13-2010** was published in said newspaper in the issues of **December 26, 2010**. Affiant further says that the said The Post is a newspaper published at West Palm Beach, in said Palm Beach County, Florida, and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she/he has neither paid nor promised any person, firm or corporation any discount rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. Also published in Martin and St. Lucie Counties.



Sworn to and subscribed before 27th day of December, A.D. 2010.
Who is personally known to me.



NOTARY PUBLIC-STATE OF FLORIDA
 **Karen M. McLinton**
Commission # DD832672
Expires: NOV. 15, 2012
BONDED THRU ATLANTIC BONDING CO., INC.

NO. 5728268
LEGAL NOTICE OF
PROPOSED ORDINANCE ADOPTION,
TOWN OF LAKE PARK
Please take notice that on Wednesday,
January 5, 2011 at 7:00 p.m. the Town
Commission of the Town of Lake Park,
Florida in a regular session to be held in
the Commission Chambers, Town Hall,
535 Park Avenue, Lake Park, Florida will
consider the following Ordinance on
second reading and proposed adop-
tion thereof:
ORDINANCE NO. 13-2010
AN ORDINANCE OF THE TOWN
COMMISSION OF THE TOWN OF
LAKE PARK, FLORIDA, AMENDING
CHAPTER 28 OF THE CODE OF ORDI-
NANCES TO CREATE A NEW ARTICLE
V ENTITLED "ECONOMIC DEVELOP-
MENT AD VALOREM TAX EXEMPTI-
ONS"; PROVIDING FOR SECTION
28-251, ENTITLED "TITLE"; PROVID-
ING FOR SECTION 28-252, ENTITLED
"INTENT"; PROVIDING FOR SECTION
28-253, ENTITLED "DEFINITIONS";
PROVIDING FOR SECTION 28-254,
ENTITLED "ECONOMIC DEVELOP-
MENT AD VALOREM TAX EXEMPTION
ESTABLISHED"; PROVIDING FOR
SECTION 28-255 ENTITLED "APPLI-
CATION FOR EXEMPTION"; PROVIDING
FOR SECTION 28-256, ENTITLED
"CONSIDERATION OF APPLICATION";
PROVIDING FOR SECTION 28-257,
ENTITLED "APPLICATION FEE"; PRO-
VIDING FOR SECTION 28-258,
ENTITLED "REVOCAION OF EXEMPTI-
ON; RECOVERY OF FUNDS"; PRO-
VIDING FOR SECTION 28-259
ENTITLED "APPEALS"; PROVIDING
FOR SECTION 28-260, ENTITLED
"SURVIVAL"; PROVIDING FOR THE
REPEAL OF LAWS IN CONFLICT; PRO-
VIDING FOR CODIFICATION; AND
PROVIDING FOR AN EFFECTIVE DATE.
If a person decides to appeal any deci-
sion made by the Town Commission
with respect to any hearing, they will
need a record of the proceedings and
for such purpose may need to ensure
that a verbatim record of the proceed-
ings is made, which record includes the
testimony and evidence upon which the
appeal is to be based. For additional
information, please contact Vivian
Lemley, Town Clerk at 561-881-3311.
Jessica Shepherd, Deputy Town Clerk.
Town of Lake Park, Florida
PUB: The Palm Beach Post
December 26, 2010

Upon First Reading this 15 day of December, 2010, the foregoing Ordinance, was offered by Vice-Mayor Osterman, who moved its approval. The motion was seconded by Commissioner Rumsey and being put to a vote, the result was as follows:

	AYE	NAY
MAYOR DESCA DUBOIS	<u>/</u>	_____
VICE MAYOR PATRICIA OSTERMAN	<u>/</u>	_____
COMMISSIONER STEVEN HOCKMAN	<u>/</u>	_____
COMMISSIONER JEANINE LONGTIN	<u>/</u>	_____
COMMISSIONER KENDALL RUMSEY	<u>/</u>	_____

PUBLISHED IN THE PALM BEACH POST THIS 26 DAY OF December 2010

Upon Second Reading this 5 day of January, 2010, the foregoing Ordinance, was offered by Commissioner Hockman, who moved its adoption. The motion was seconded by Commissioner Rumsey and being put to a vote, the result was as follows:

	AYE	NAY
MAYOR DESCA DUBOIS	<u>/</u>	_____
VICE MAYOR PATRICIA OSTERMAN	<u>/</u>	_____
COMMISSIONER STEVEN HOCKMAN	<u>/</u>	_____
COMMISSIONER JEANINE LONGTIN	<u>Absent</u>	_____
COMMISSIONER KENDALL RUMSEY	<u>/</u>	_____

The Mayor thereupon declared **Ordinance No. 13-2010** duly passed and adopted this 5 day of January, 2010.

TOWN OF LAKE PARK, FLORIDA

BY: Desca DuBois
Mayor, Desca DuBois

ATTEST:

Vin M. Lemley
Town Clerk, Vin M. Lemley

TOWN OF LAKE PARK
SEAL

FLORIDA

Approved as to form and legal sufficiency:

Thomas J. Baird
Town Attorney, Thomas J. Baird