



**Town of Lake Park, Florida  
 Planning & Zoning Board  
 Meeting Minutes  
 Monday, February 1, 2021 6:30 p.m.  
 Commission Chamber, Town Hall  
 535 Park Avenue, Lake Park, Florida 33403**

**CALL TO ORDER**

The meeting was called to order at 6:34 p.m.

**PLEDGE OF ALLEGIANCE**

Chair Thomas led the Pledge of Allegiance.

**ROLL CALL**

Judith Thomas, Chair	Present
Joseph Rice, Vice-Chair	Present
Jon Buechele	Present
Caleb Decius	Not Present
Charlemagne Metayer	Present
Shelby Lowe (1 <sup>st</sup> Alternate) 2 <sup>nd</sup> Alternate	Present
Lauren Paxton (2 <sup>nd</sup> Alternate) 1 <sup>st</sup> Alternate	Present

Also in attendance were Community Development Director Nadia DiTommaso, Attorney Thomas Baird, and Assistant to the Community Development Director Kimberly Rowley.

**APPROVAL OF AGENDA**

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

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Buechele	X		
Board Member Decius			Absent
Board Member Metayer	X		
Board Member Lowe	X		
Board Member Paxton	X		
Vice-Chair Rice	X		
Chair Thomas	X		

Motion passed 6-0.

**APPROVAL OF MINUTES**

- Planning & Zoning Board Meeting Minutes of January 4, 2021.

**Motion: Vice-Chair Rice moved to approve the Planning & Zoning Board Meeting Minutes of January 4, 2021; Board Member Buechele seconded the motion.**

Chair Thomas asked for clarification in the section of the Meeting Minutes that referred to Clean Sweep Refuse and that there was “limited discussion” when it was an item that was discussed at length.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Buechele	X		
Board Member Decius			Absent
Board Member Metayer	X		
Board Member Lowe			2 <sup>nd</sup> Alternate
Board Member Paxton	X		
Vice-Chair Rice	X		
Chair Thomas	X		

Motion passed 5-0.

**Public Comment**

Chair Thomas explained the Public Comment procedure.

**ORDER OF BUSINESS**

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

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

**NEW BUSINESS – SITE PLAN APPLICATIONS:**

1. PZ-21-01: Continued from the January 4, 2021, Planning & Zoning Board Meeting. On behalf of Clean Sweep Refuse, LLC (“Property Owner” and “Applicant”), Randall Granberry of RDG Development Group (“Agent”) is requesting site plan approval for a trucking yard and a two-story structure comprised of 8,500 SF of storage warehouse on the first floor and 3,853 SF of office warehouse on the second floor for a total proposed square footage of 12,353 SF. The proposed development is consistent with the Town of Lake Park’s adopted regulations for the Campus Light Industrial and Commercial Zoning District. As part of their Application for site plan approval, the Applicant is also

requesting permission to begin immediately utilizing a portion of the site for parking Clean Sweep vehicles to meet their pressing parking needs. For this temporary use that will run through August 1, 2021, the Applicant is proposing to put down 6 inches of #57 shell rock on the western portion of the site as depicted in the Temporary Parking Plan Sheet TP-1. The total coverage of the 6" #57 shell rock will be 32,244 SF and the area will accommodate no more than 25 trucks.

The Subject Property is located east of Old Dixie Highway on the southwest corner of Watertower Road and Railroad Avenue in Lake Park. It is comprised of the following parcels and total 2.07 acres:

- Parcel 1 – PCN: 36-43-42-20-00-000-7330
- Parcel 2 – PCN: 36-43-42-20-00-000-7150

Community Development Director Nadia DiTommaso explained the item (*see Exhibit "A"*). She stated that the Applicant was prepared to respond to the concerns raised at the last meeting. She stated that Staff's recommendation of approval consisted of Conditions 1-15. She explained that Board Member Lowe submitted two (2) comments that were not included in the packet. The comments were related to the title commitment notes, the easement that are shown in the plans, as well as environmental management measures and practices. The Applicant would address these comments in their presentation.

Chair Thomas explained that individual meetings were held with the Applicant to discuss the project. She asked if the comments would be shared with the Board. Community Development Director DiTommaso explained that she met with Chair Thomas to discuss Chair Thomas's concerns regarding Clean Sweep Refuse remaining on septic, the architectural design of the building, and definite concern with the temporary truck parking area. Chair Thomas was concerned with the lack of communication related to the internal layout of the temporary truck parking area and that it would cease on August 1, 2021 as stated in the Staff Report. There was also a concern related to what would be done with the trucks once they return to the site at the end of each day, would they be emptied, wiped down and cleaned. The last comment was related to having only one access point for trucks and vehicles. The Chair has requested clarification to all the comments.

**Public Comment open:**

Mr. Craig Kelley, representing 1133 Old Dixie Holdings, located on the corner of Old Dixie Highway and Watertower Road, expressed concern that when Old Dixie was repaved the Town stopped at Watertower Road. Mr. Leonard Shultz explained that Watertower Road has not been maintained and having an additional 25 trucks traveled through it would make the road worse. Mr. Kelley spoke of the drainage issues in that area. He presented the Board a Google Maps view of the road. He explained that the egress and ingress would be difficult using Old Dixie Highway and would be easier using Watertower Road. He expressed concern with the condition of Watertower Road and these additional trucks.

Board Member Lowe explained that the road was part of an easement that was owned by Rinker Material Corporation, which was the reason Palm Beach County did not have

information regarding who maintains that road. Community Development Director DiTommaso explained that Staff would look into the maintenance of the roadway outside of this meeting.

**Public Comment closed:**

Mr. Randall Granberry with RDG Group presented to the Board (*see Exhibit "B"*). Mr. Granberry pointed out that landscape questions were raised during the last meeting, which were addressed in this presentation. He stated that it was not an easement, but an overlap of two parcels, which were joined during the Unity of Title. He explained that the easement would be abandoned. Board Member Lowe asked if this information was included as part of the written packet because he had not seen any of this information. Mr. Granberry stated that it was not part of the packet. These are responses to the questions that were posed during the previous meeting.

Mr. Granberry continued the presentation. He explained that once the parties on Watertown Road get together to switch to sanitary sewer they would do the same. He gave a brief history of Goode Company Services, which has been in business for over 20-years. He explained that no waste or recycle material would return to the site.

Ms. Taneshia Underdue of Goode Company Services explained the daily business operation. She explained that the trucks are washed and maintained once a week. Board Member Lowe asked where the trucks were cleaned and where was the material dumped. Ms. Underdue explained that there was truck maintenance staff that would clean the trucks daily and a 3<sup>rd</sup> party vendor would clean the trucks weekly.

Mr. Granberry stated that the runoff would be addressed on the site plan. He continued the presentation. Board Member Metayer asked for reassurance that the trucks would be empty when they arrive onsite. Mr. Granberry explained that it was contractually required that the trucks be empty before they return to the site by the Solid Waste Authority.

Board Member Buechele asked what would take place on August 1, 2021 when they are no longer allowed to use the temporary parking lot. Mr. Granberry explained the Town's permitting and approval process. He stated that by August 1, 2021 they would have transitioned into the permanent parking lot.

Ms. Underdue explained that there are about 800 employees among several locations throughout several States. Board Member Metayer asked if they expect any potential employees from the Town. Ms. Underdue stated they were open to anyone that applied and that they currently employ Lake Park residents.

Board Member Paxton asked that they expand on their explanation on cleaning the trucks daily. Ms. Underdue explained in detail their schedule for cleaning trucks.

Board Member Lowe asked the Town Attorney questions regarding the easement issue. Town Attorney Baird stated that if the Board wants to make the easement a Condition of Approval it might do so prior to permitting. Board Member Lowe asked clarification questions regarding the Traffic Study.

Chair Thomas thanked Mr. Granberry for his presentation. She stated for the record that she did not meet with him because during the last meeting she wanted to get some clarification from Staff, which she was unable to do during a meeting. She did not want to continue having discussions outside of a Board meeting because Board Members wanted to know what her discussion with Staff entailed. She explained that when she spoke with the Community Development Director today, she explained that she had questions of the Applicant. The Community Development Director then reached out to the applicant with those questions. The applicant has prepared responses to those questions and would respond to everything at this meeting. She explained that her policy was not to meet with Applicants outside of a public meeting. She thanked Board Members for sharing their concerns with Staff.

Chair Thomas asked Ms. Underdue how long they had been operating in the Town of Mangonia Park. Ms. Underdue explained that they have contracted with the Town of Mangonia Park for just over one year. Chair Thomas expressed concern with the temporary parking, as well as construction taking place at the same time as they were operating. Mr. Granberry explained that they would be constructing in phases using screens to secure the site and would work with their neighbors to ensure that no one was adversely affected by their project. Chair Thomas expressed concerns with the traffic light signal timing at the corner of Railroad Avenue and Old Dixie Highway. She explained the drainage issues in that area. She discussed her concerns with Mr. Granberry and he clarified the issues raised. Chair Thomas expressed her desire to have a minority owned business in Lake Park. She explained that she drove to the current site, as well as the Mangonia Park location. She asked if the recycling containers and dumpsters in the Mangonia Park location would be similar to what would be coming to the Town. Ms. Underdue stated yes, it would be similar. They currently use that area of the lot for storage of the containers. She explained that the lease in Mangonia Park expires in a few years.

Vice-Chair Rice asked if an extension would be granted beyond August 1, 2021, since the Applicant had expected that this project would have started by now. Chair Thomas asked if September 1st was recommended. Vice-Chair Rice asked if it would be a Condition of Approval. Chair Thomas stated yes. She asked clarifying questions regarding cleaning of the trucks. Ms. Underdue stated that the third party company brings all their own products including water.

Board Member Lowe asked if the motion for the temporary parking could be separate from the site plan. Mr. Granberry explained that the request was for both a temporary parking area and the site plan. Community Development Director DiTommaso explained that the site plan application includes temporary parking. She explained that the Board would be voting on the site plan application, which includes the temporary parking for that time certain. The Board may amend the recommendation.

Community Development Director DiTommaso explained that procedurally the Board has two Alternate Members, therefore Board Member Paxton would be allowed to make motions and vote. Vice-Chair Rice pointed out that Board Member Buechele's name was misspelled on the agenda. Community Development Director DiTommaso apologized

and stated that it would be corrected. Chair Thomas stated that the minutes need to reflect who was first and second alternate correctly.

**Motion: Vice-Chair Rice moved to approve the Site Plan Application for Agenda Item PZ-21-01 on behalf of Clean Sweep, LLC with the Conditions 1-15 as set forth by Staff recommendation and to be taken into consideration of an extension until the October 1, 2021, deadline date for temporary parking, including vacating the utility easement that is located in the middle of the property prior to building permit, include the environmental issues as it relates to a wash station that it be included in the parcel and the additional ingress/egress for Watertower Road be considered as part of the overall site plan; Board Member Buechele seconded the motion.**

Chair Thomas wanted a guarantee that the temporary parking area would cease and desist on the date specified. She explained that the Town Commission has placed monetary conditions on projects that do not meet all the conditions or a letter of credit/bond. She wanted a viable business in the Town.

Community Development Director DiTommaso asked for clarification related to the ingress/egress for Watertower Road. She asked if the Board meant that they wanted the Applicant to look at an alternative method for ingress and egress. Chair Thomas stated yes because Railroad Avenue was a short road that would need to support all the additional traffic.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Buechele	X		
Board Member Decius			Absent
Board Member Metayer	X		
Board Member Lowe			2 <sup>nd</sup> Alternate
Board Member Paxton	X		
Vice-Chair Rice	X		
Chair Thomas	X		

Motion passed 5-0.

### **Planning & Zoning Board Member Comments**

Board Member Lowe explained that he did not attend the last meeting, nor was he aware that he needed to attend the last meeting. He referred to the Unexcused Absence Letter that was sent to his home. He stated that tonight there was another issue in that Staff had listed him as the 1<sup>st</sup> Alternate, when he was the 2<sup>nd</sup> Alternate. He stated that he was not able to make the last meeting because he was at the hospital. He asked that the Board remove the Unexcused Absence from his record. He expressed concern regarding the lack of communication related to his position on the Board. Chair Thomas explained that at the last meeting she was made aware that the Board had new members. She stated that the Board was not informed of new members until they attend a meeting. She apologized for the error made and asked that Staff make the clarification to Alternate Members to let them know if they are required to attend meeting.

Community Development Director DiTommaso explained that the notifications came from the Town Clerk's Office and are based on the orientation that are conducted for all Board Members. She explained that the first and second Alternates are based upon when a Board Member was appointed to the Board.

Chair Thomas asked if Alternate Members were required to attend all meetings. Community Development Director DiTommaso stated that all Board Members are required to attend all meetings. If they are not available to attend a meeting, they are to contact Staff in advance. Chair Thomas clarified that regardless of what position they hold they are required to attend all meetings. Community Development Director DiTommaso agreed, regardless of what position they hold, everyone was required to attend meetings. Chair Thomas suggested that the information Board Member Lowe had be provided to the Town Clerk's Office. Board Member Lowe clarified that it does not state anywhere that Alternate Board Members are required to attend all meetings. He stated that the language states "all Board Members". He suggested that in the future there be some clarification in the Town Ordinance to specify Board and Alternate. He stated that he reads for clarity and understanding and the Town Code was broad and it does not speak specifically in terms of Alternates. Chair Thomas thanked Board Member Lowe for bringing the issue to their attention. She praised him for his participation and the great contributions he made in tonight's meeting.

#### **Project Updates from the Community Development Director**

Community Development Director DiTommaso explained that there was only one update. At the last meeting, the Board considered the Community Redevelopment Agency (CRA) Parking lot, which moved forward to the Town Commission and was approved. The project has now moved into permitting and hopeful to complete the project by July 2021.

Vice-Chair Rice asked for an update on the seawall. Community Development Director DiTommaso stated that she would ask for an update on that project. Vice-Chair Rice asked if she knew about the Captain's Lounge. Community Development Director DiTommaso stated that she was not aware of a Captain's Lounge. Vice-Chair Rice stated that there was a Marina employee named Jeff that should be recognized by his supervisor because he shines a great light on what it was to be an employee of the Town of Lake Park. He stated that he too was under the impression that Alternate Members only needed to attend meetings when a Regular Member would not be in attendance.

Chair Thomas stated that as the most senior member of the Board she was grateful and thankful that all of the Board Member positions were filled. She explained that they went years with only three members, four members, or five members. She stated that this was the first time during her tenure on the Board that they have had all of their Alternate Members in attendance.

Board Member Paxton stated that she was fine with being Second Alternate.

Chair Thomas asked if there was a meeting scheduled in March. Community Development Director DiTommaso stated that the Board might have a meeting in March.

**ADJOURNMENT**

There being no further business to come before the Planning & Zoning Board and after a motion to adjourn by Vice-Chair Rice and seconded by Board Member Metayer, and by unanimous vote, the meeting adjourned at 8:15 p.m.

*for* Joseph Rice  
Judith Thomas, Chair  
Town of Lake Park Planning & Zoning Board

Vivian Mendez  
Vivian Mendez, Town Clerk



FLORIDA  
Approved on this 1 of March, 2021





**TOWN LAKE OF PARK**  
**Planning and Zoning Board**  
**MEETING DATE: February 1, 2021**  
**(continued from January 4, 2021)**  
**PZ Agenda Item #21-01**

**APPLICATION:** Clean Sweep Refuse, LLC

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**SUMMARY OF APPLICANT’S REQUEST:** On behalf of Clean Sweep Refuse, LLC (“Property Owner” and “Applicant”), Randall Granberry of RDG Development Group (“Agent”) is requesting site plan approval for a trucking yard and a two-story structure comprised of 8,500 SF of storage warehouse on the first floor and 3,853 SF of office warehouse on the second floor for a total proposed square footage of 12,353 SF. The proposed development is consistent with the Town of Lake Park’s adopted regulations for the Campus Light Industrial and Commercial Zoning District.

The Subject Property is located east of Old Dixie Highway on the southwest corner of Watertower Road and Railroad Avenue in Lake Park. It is comprised of the following parcels and totals 2.07 acres:

- Parcel 1 – PCN: 36-43-42-20-00-000-7330
- Parcel 2 – PCN: 36-43-42-20-00-000-7150

Additionally, as part of this application, Clean Sweep Refuse are requesting to immediately begin utilizing 32,244 SF of the subject site for the purposes of temporary truck parking following site plan approval. This area would be paved with #57 shell rock, fenced with 6’ chainlink, and accommodate no more than 25 trucks following site plan approval, but no later than August 1, 2021. This plan is made part of the application documents proposed for approval. Further details are outlined under Part II of this document.

Part III contains staff’s recommended motion to the Board on the Site Plan Application and Temporary Truck Parking Plan as well as recommended conditions of approval.



**Planning & Zoning Board Meeting (January 4, 2021):** This application was considered at the P&Z Board Meeting and was continued to February 1, 2021 at a vote of (4-0). There was limited discussion at the meeting however, the Chair expressed concern with the application and indicated she preferred to speak with Staff first and bring the item back on February 1. Following this meeting, the Chair and Staff did connect and the following concerns were shared with the Applicant: (1) the request for temporary parking, why this is needed, what assurances the Town has that this will be eliminated by August 1 even if a condition is in place, and why the temporary parking plan does not identify the actual temporary layout; (2) the anticipated fleet and onsite debris/garbage maintenance since this can present a serious

eyesore and nuisance; (3) the decision to stay with septic and not transition to sanitary sewer now; and (4) the selected architectural design for the building and why it was chosen and why the building is configured the way it is.

While the applicant has not made any changes to the application based on the above comments that were shared following the meeting, the Applicant is prepared to address the Board at the February 1, 2021 meeting on all these items. In short, the Applicant explained that the use will be temporary per the condition and that essentially, if it does not get removed, it would be a violation of the development order that would be subject to fines and a lien (which the applicant does not want). As it relates to the garbage onsite, the Applicant indicated this is not part of their operation and that garbage is always discarded and trucks are returned empty to the site at the end of each day. The Applicant will share photos of other locations currently in operation at the meeting. For the Septic matter, the Applicant indicated it is simply not feasible for the owner to make the transition now and that the site is still being fully maximized per their operational needs even if septic will remain and the owner is also investing a lot of money in the development and in a new water line as well. As for the design, the Applicant indicated they selected an industrial type design that is compatible with the area and meets the minimum code requirements. Further discussion on all these items will occur at the actual meeting.

# **STAFF REPORT**

**BACKGROUND:**

Owner & Applicant(s): Clean Sweep Refuse, LLC.

Agent and Consultant: Randall Granberry of RDG Development Group

Location: East of Old Dixie Highway on the southwest corner of  
Watertower Road and Railroad Avenue

Net Acreage (total): 2.07 acres

Legal Description: See survey enclosed in packet.

Existing Zoning: Campus Light Industrial / Commercial

Future Land Use: Commercial and Light Industrial

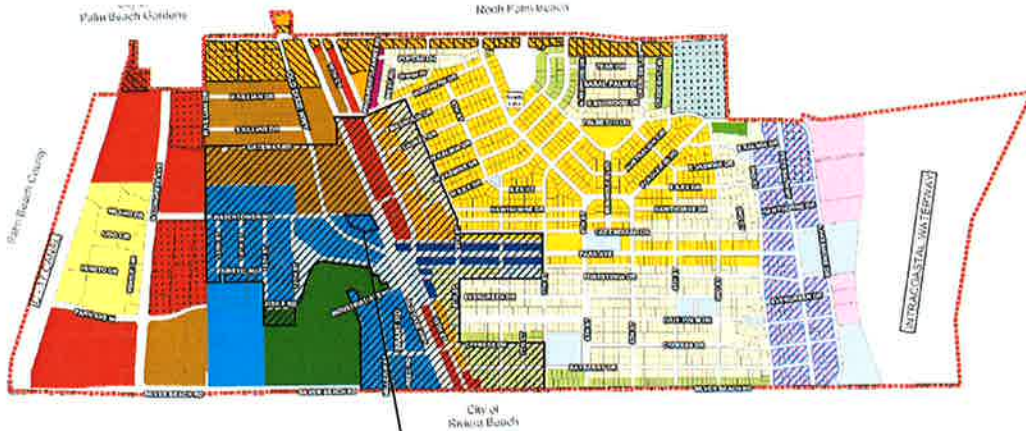
**Figure 1: Aerial View of Site (image not to scale; for visual purposes only)**



# LAKE PARK ZONING MAP



## Lake Park Zoning Map



**Legend**

TOWN BOUNDARY	C1B NEIGHBORHOOD COMMERCIAL DISTRICT	C4 BUSINESS DISTRICT	PACO PARK AVENUE DOWNTOWN DISTRICT	R2 MULTIPLE FAMILY RESIDENCE DISTRICT
Planned Unit Development Overlay	C2 BUSINESS DISTRICT	CONSERVATION	R1A SINGLE FAMILY RESIDENCE DISTRICT	TND TRADITIONAL NEIGHBORHOOD DEVELOPMENT
NB02 Overlay	C3 BUSINESS DISTRICT	MIXED-USE	R1AA RESIDENCE DISTRICT	
CRA Overlay		PUBLIC DISTRICT	R1B TWO-FAMILY RESIDENCE DISTRICT	
FH/UDG Federal Highway Mixed Use District Overlay				

↓  
Subject Site

**Adjacent Zoning:**

North:	Business District (C-4)
South:	Campus Light Industrial / Commercial (CLIC-1)
East:	Business District (C-2)
West:	Campus Light Industrial / Commercial (CLIC-1)

**LAKE PARK FUTURE LAND USE MAP**



**Lake Park Future Land Use Map**



**Legend**

TOWN BOUNDARY	COMMERCIAL	COMMERCIAL AND LIGHT INDUSTRIAL	PUBLIC BUILDINGS & GROVES	RECREATION OVERLAY	RESIDENTIAL LOW DENSITY
DOWNTOWN	CONSERVATION	MIXED RESIDENTIAL AND COMMERCIAL	SINGLE-FAMILY RESIDENTIAL	RESIDENTIAL MEDIUM DENSITY	RESIDENTIAL HIGH DENSITY
AIRPORT	FEDERAL HIGHWAY MIXED USE DISTRICT	OTHER PUBLIC FACILITIES			
Other					

Subject Site

**Adjacent Existing Land Use**

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

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

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

**\*\*project has been noticed by certified mail to property owners within 300 feet and with an advertisement in the Palm Beach Post – all completed on December 18, 2020\*\***



## **SITE PLAN PROJECT DETAILS**

**Purpose and Intent:** The Campus Light Industrial / Commercial District is established and intended to:

- (1) Allow the development of a mixed-use, campus light industrial/commercial employment center. The location of this district abutting the MU mixed-use residential/commercial/light industrial district provides opportunities for employment in close proximity to higher population densities, thereby promoting walk-to-work activity and reduced traffic congestion: **Criteria Met**

- (2) The regulations for this district are intended to encourage development compatible with surrounding or abutting zoning districts, with suitable open spaces, on-site landscaping and parking areas: **Criteria Met**
- (3) A landscape buffer along Silver Beach Road is required so that this district will not be incompatible with residential land uses on the south side of Silver Beach Road: **Not Applicable**

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

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

The proposed development will redevelop two vacant parcels, increasing the tax base, while also not adversely impacting natural, historic, or neighborhood resources or degrading an adopted level of service standard.

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

The current proposal is consistent with establishing light industrial uses with pollutants controlled on site by proposing a trucking yard and accessory warehousing and repair operations that will cater exclusively to the maintenance of the Clean Sweep Refuse truck fleet. Finally, the proposed built coverage remains under the maximum F.A.R. and is proposed at 0.13.

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

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



**Zoning:** The proposed project is consistent with the requirements of the zoning code for the CLIC-1 District and the applicable supplemental regulations, including setbacks, maximum lot coverage, and uses. All proposed uses are consistent with the permitted uses in the CLIC-1 District. Trucking yards are permitted by right under the CLIC-1 District. Office/warehouse and truck repair uses are permitted when inside of a completely-enclosed building, a requirement this application satisfies. Similarly, truck repair is a permitted use when inside of a completely-enclosed building.

**Architecture:** The proposed project complies with the Town's minimum standards for nonresidential architectural design detailed under Chapter 78, Article XII. Reviews by Town Staff have found the proposed plans to meet the minimum standards set forth for building articulation, façade paint colors, materials, decorative features and various other design elements.

The Applicant is relying on their window features and additional openings to satisfy some of the code architectural requirements for façade features and has indicated that the metal panel system is a high-quality coated metal panel system per the code requirement. (Staff requested that the applicant be prepared to fully justify this at the public meetings by having their architect present as well).

The color palette also meets the minimum code standards. The Board and the Commission may choose to discuss any of these elements at their respective meetings. In addition, the Board or Commission may choose to recommend that the awning features be incorporated into the ground floor windows on the western elevation for consistency and may request that additional features above the garage bay doors on the western elevation be added if so desired, per staff recommendation during the review process.

**Building Site:** The development proposal consists of one 12,353 SF building on a 2.07 acre overall site. The applicant is proposing 58,446.60 SF of impervious area and 31,719.85 SF of pervious area in total.

On the paved northern and southern portions of the site, the applicant intends to host their trucking yard primary use. In these areas, 22 truck parking spaces in the dimensions of 43' X 12' have been provided to accommodate the Clean Sweep Fleet. For the building uses, the Applicant is proposing 8,500 SF of storage warehouse and repair on the first floor and 3,853 SF office warehouse on the second floor.

**Site Access and Roadways:** The site has one proposed access point entrance at the eastern side off Railroad Avenue. A perimeter sidewalk has also been provisioned at the southeastern corner of the site connecting from the driveway entrance to the proposed structure, encompassing the south, west, and northern building elevations to provide pedestrian access. Improvements to the unimproved portion of Water Tower Road on the

north side are not being proposed since the Applicant has demonstrated that they do not require this roadway to meet level of service standards.

**Traffic Concurrency:** The Applicant received a Traffic Performance Standard (TPS) concurrency letter from Palm Beach County's Traffic Division, which confirms that there is adequate capacity on the roadways to serve the project and its projected traffic demand. The most current letter dated June 8, 2020 was provided with the submittal packet.

**Landscaping:** The proposed landscaping plans have been deemed code compliant by the Town's consulting Landscape Architect (JMorton) on October 28, 2020.

**Paving, Grading and Drainage:** The Town's consulting Engineers (Engenuity) and the Public Works Department have reviewed paving, grading, and drainage for this project and have found these to comply with the standards of the Town of Lake Park.

**Parking and Loading:** The Applicant's proposal meets the requirements of the Town Parking Code. For the 3,853 SF of office space parked at 4 spaces per 1,000 SF, the Applicant is providing the required 16 parking spaces. Additionally, for the 8,500 SF of maintenance and warehouse space parked at 1 per 2,000 SF + 1 space per employee, the proposal provides the required 9 spaces (based on 5 employees). An additional 5 supplemental parking spaces not required by the code are being provided for a total of 30 parking spaces. Two of these 30 spaces are handicapped van-accessible in the required dimensions per the Town Code and Florida State Statute 553.5041.

The 30 spaces do not include the truck parking spaces required for the site's primary use. As previously mentioned, part of this site's use is a trucking yard to park the Clean Sweep Refuse trucking fleet; as such, 22 special truck parking spaces in the dimensions of 43' X 12' are being provided to accommodate current demand and projected future fleet growth.

The project also provides the required 15' X 35' loading area internal to Bay 1 of proposed structure, which will serve to receive deliveries for the Clean Sweep Operation. The required 15' X 35' maneuvering apron is also provisioned on the western side of the building directly adjacent to the Bay 1 loading area to ensure safe and easy loading access to that portion of the building.

**Signage:** Currently, no signage of any kind is being proposed for this project. However, should the Applicant wish to move forward with a sign plan at a later date, all signs will be subject to the final approval of Town Staff during the permitting phase, which is also referenced as a condition of approval.

**Water/Sewer:** Seacoast Utility Authority reviewed and found the design to be in compliance with their best-practice requirements on November 17, 2020. The Town, in partnership with Seacoast, is considering a special assessment for sanitary sewer improvements to the area and the applicant is aware that this will be a topic of discussion in the future.

**Lighting:** The Applicant has provided detailed photometric plans to depict the proposed lighting conditions on the site. Smith Engineering Consultants, Inc., a sub-consultant of Engenuity Group, reviewed the photometric plans for sufficiency and found these plans to be in compliance with Town standards on November 9, 2020.

**Fire:** Per email correspondence on November 5, 2020, Pedro Segovia with PBC Fire Rescue reviewed the site plan and found it to be in compliance with PBC Fire Rescue best practices and issued no comments. An additional round of fire review will be conducted during the building permit phase per the typical permitting process.

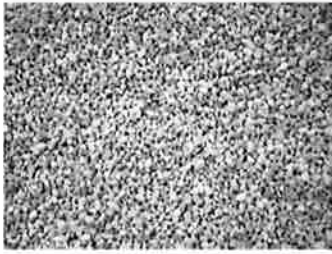
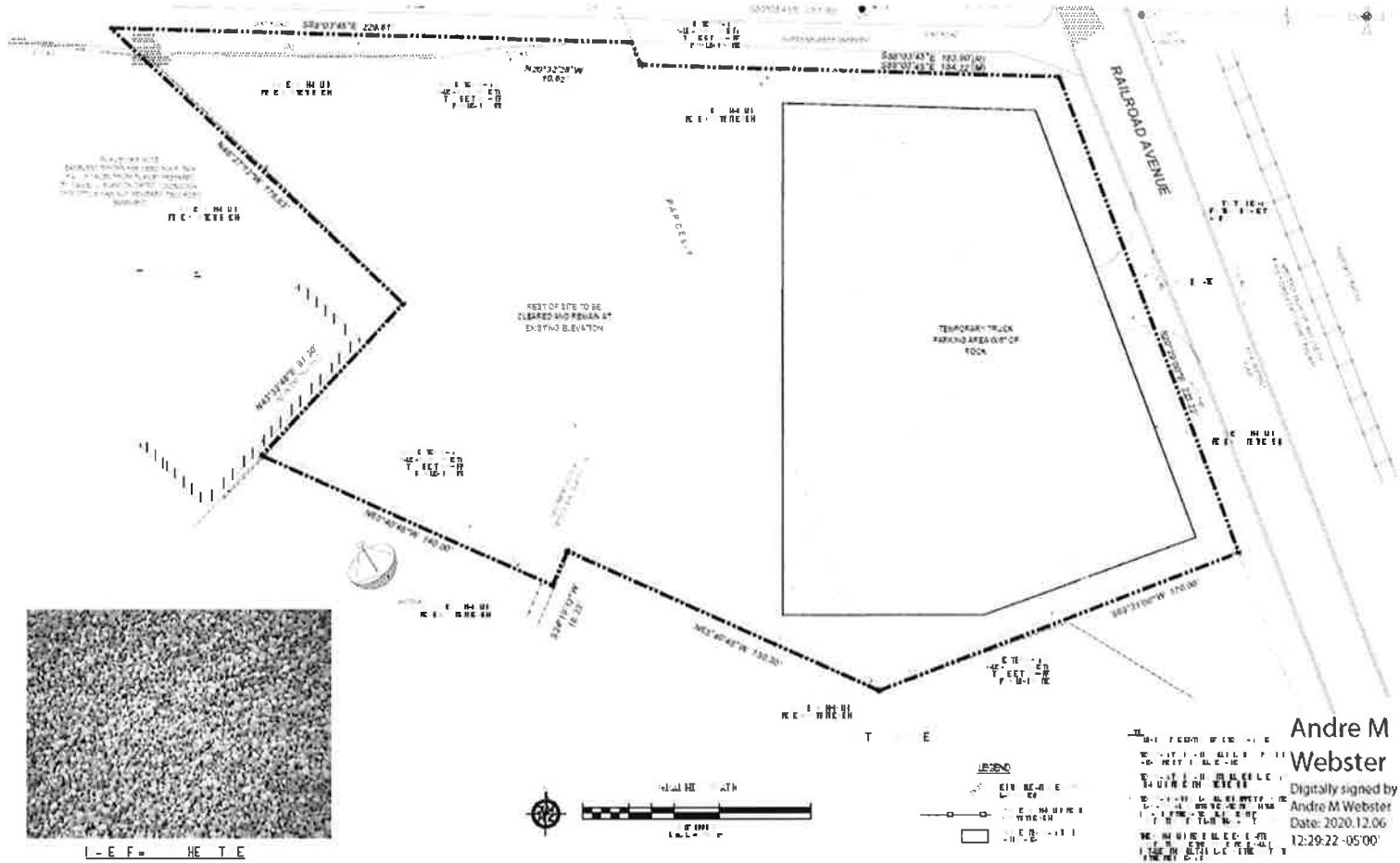
**PBSO:** The Crime Prevention Through Environmental Design (CPTED) review was performed by D/S Adam Pozsonyi at the Palm Beach County Sheriff's Office and the proposal was found to be in compliance with best-practice principles for CPTED on October 23, 2020. A high-definition security camera surveillance condition of approval (which is standard) is also being recommended.

## **PART II: TEMPORARY PARKING APPLICATION**

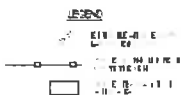
As part of their application for site plan approval, the Applicant is requesting permission to begin immediately utilizing a portion of the site for parking Clean Sweep vehicles to meet their pressing parking needs. As part of the development order approval, the applicant proposes temporary truck parking to be allowed from the issuance of a development order through to the issuance of the Master Building Permit for construction, but no later than August 1, 2021. No other business will be conducted on the site throughout the duration of this temporary approval except for the parking of Clean Sweep vehicles.

As part of this proposal, the applicant is proposing to put down 6 inches of #57 shell rock on the western portion of the site as depicted in the Temporary Parking Plan Sheet TP-1. The total coverage of the 6" #57 shell rock will be 32,244 SF and the area will accommodate no more than 25 trucks. Screening and enclosing the entirety of the site will be a 6' chainlink fence covered in protective mesh to restrict access to a single gate along Railroad Avenue. The 6' chainlink fence will be removed after construction once the proposed fence/wall is installed.

Town Staff and the Town's civil engineering consultant, Engenuity, reviewed the proposed temporary parking plan for grading, drainage, and compliance with our general code requirements and found the application to be sufficient.



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Andre M Webster  
 Digitally signed by Andre M Webster  
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## **PART III: STAFF RECOMMENDATION**

Staff recommends **APPROVAL** of the Site Plan Application, which includes an initial Temporary Parking Plan for the Clean Sweep Refuse Project, with the following conditions:

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

Name	Sheet	Revision Date	Received on
<b>GENERAL</b>			
Title Sheet	TS1	12.02.2020	12.14.2020
<b>SURVEY/ MAPPING</b>			
Survey	Sheet 1	6.10.2020	12.14.2020
<b>SITE</b>			
Site Plan	SP-1	10.23.2020	12.14.2020
Site Plan	SP-2	10.23.2020	12.14.2020
<b>ARCHITECTURAL</b>			
Architectural Floor Plan – First Floor	A-1	11.4.2020	12.14.2020
Architectural Floor Plan - Second Floor	A-2	11.4.2020	12.14.2020
Architectural Elevations	A-3	11.13.2020	12.14.2020
Architectural Elevations	A-4	12.4.2020	12.14.2020
Architectural Notes and Schedules	A-5	11.4.2020	12.14.2020
Architectural Color Renderings	1-4	12.4.2020	12.14.2020
<b>STRUCTURAL</b>			
Structural First Floor Slab Plan	S-1	11.4.2020	12.14.2020
Structural Footing and Foundation Plan	S-2	10.21.2020	12.14.2020
Structural Elevators, Sections & Details Plans	S-3	7.3.2020	12.14.2020
Structural ADA Ramp Details Plan	S-4	11.13.2020	12.14.2020
<b>MECHANICAL</b>			
Mechanical Plan (1 <sup>st</sup> Floor)	M-1	10.21.2020	12.14.2020
Mechanical Plan (Second Floor)	M-2	10.21.2020	12.14.2020
Mechanical Details	M-3	7.3.2020	12.14.2020
<b>PHOTOMETRIC</b>			
Photometric Plan	PH-1	11.14.2020	12.14.2020
<b>LANDSCAPE</b>			
Landscape Plan	LP-1	10.23.2020	12.14.2020
Landscape Plan	LP-2	10.23.2020	12.14.2020
<b>IRRIGATION</b>			
Irrigation Plan	IR-1	10.23.2020	12.14.2020
Irrigation Plan	IR-2	10.23.2020	12.14.2020

<b>CIVIL</b>			
Civil – Cover Sheet	C-0	09.08.2020	12.14.2020
Civil – Overall Site Plan	C-1	09.08.2020	12.14.2020
Civil – Drainage & Grading Plan	C-2	09.08.2020	12.14.2020
Civil – Drainage & Grading Detail Plan	C-3	09.08.2020	12.14.2020
Civil – Water Main Extension Plan	C-4	09.08.2020	12.14.2020
Civil – SUA Water Details #1	C-5	09.08.2020	12.14.2020
Civil – SUA Water Details #2	C-6	09.08.2020	12.14.2020
Civil – Septic Plan	C-7	09.08.2020	12.14.2020
Civil – Section Details	C-8	09.08.2020	12.14.2020
<b>TEMPORARY PARKING PLAN</b>			
Temporary Parking Plan	TP-1	11.04.2020	11.04.2020

2. Construction associated with the Project is permitted only between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, except holidays, unless an exception is approved in writing by the Community Development Director (the Director).
3. Any proposed disruption to neighboring street access, surrounding parking areas, or the normal flow of traffic within the rights of way of Old Dixie Highway, Park Avenue, or Railroad Avenue during the construction of the Site shall be subject to the review and approval of the Director and any of the agencies responsible for maintaining these roadways. Should any disruption to the normal flow of traffic occur during construction of the Project without prior authorization, upon written notice from the Director, all construction shall cease until the Director has provided the Owner with a written notice to proceed.
4. All landscaping shown on the approved Site Plan and the Landscaping Plan shall be continuously maintained from the date of its installation and the issuance of the Certificate of Occupancy by the Town. The Owner shall replace any and all dead or dying landscaping materials so as to maintain the quantity and quality of the landscaping shown on the approved Site Plan and Landscaping Plan.
5. The Owner shall ensure that all contractors use best management practices to reduce airborne dust and particulates during the construction of the Site.
6. All onsite dumpsters and dumpster screening shall be kept closed at all times. All required dumpsters shall be acquired from the approved franchise supplier for the Town.
7. Prior to issuance of the Certificate of Occupancy, the Applicant shall provide certification from the Landscape Architect of record that the plant installations for the Project are in accordance with the approved Site Plan and the Landscaping Plan.
8. Prior to the issuance of any construction permits, the Applicant shall submit copies of all permits that are required by other agencies and have been obtained from those agencies, including but not limited to the Palm Beach County Health Department, Palm Beach County Land Development Division, South Florida Water Management District and the State of Florida Department of Environmental Protection, as applicable.
9. Any revisions to the approved Site Plan, or any approved plans associated with the Project, shall be submitted to the Department of Community Development (Department), and shall be subject to its review and approval. The Department shall determine whether or not the changes are material enough to require further review by the Town Commission.
10. All future signs (window, wall, freestanding, or other) for the Project shall be submitted through the Town's permitting process with a Master sign plan that ensures signage consistency in design and color scheme. A sign package illustrating all signs and their colors shall be submitted to the Department through

the regular signage permitting process and shall be subject to its review and approval prior to their placement on the Site.

11. Within 18 months of the effective date of this Resolution, the Owner shall initiate bona fide development and shall continue with the development of the Site through completion. Failure to do so shall render the Development Order null and void. Once initiated, the development of the Site shall be completed within 18 months.
12. Prior to the issuance of a Certificate of Occupancy or Completion, the Owner shall install High-definition surveillance cameras, which capture clear facial features throughout the parking areas of the Project and along the exterior façades of the buildings on the Site. The location of the camera(s) shall be subject to the Department's and PBSO's review and approval to ensure that they capture the required components.
13. **Cost Recovery.** All professional consulting fees and costs, including legal fees incurred by the Town in reviewing the Application and billed to the Owner shall be paid to the Town within 10 days of receipt of an invoice from the Town. The failure of the Applicant to reimburse the Town within the 10 days from the town's mailing of its invoice will result in the suspension of any further review of plans or building activities, and may result in the revocation of the approved Development Order. A certificate of occupancy will not be issued if invoices are outstanding.
14. The Applicant shall submit an application to replat the site or establish a unity of title prior to commencing construction.
15. The Temporary Parking Plan included as part of this development order shall be submitted through permitting and shall be valid through issuance of the Master building permit for construction, but no later than August 1, 2021.