

POLK CITY
PLANNING COMMISSION MEETING

August 7, 2023
Government Center
6:00 P.M.

Polk City
123 Broadway Blvd. SE

AGENDA

CALL TO ORDER	Chairman
PLEDGE OF ALLEGIANCE	Chairman
ROLL CALL	City Manager Patricia Jackson
ESTABLISHMENT OF A QUORUM	

APPROVAL OF MEETING MINUTES – July 10, 2023

A. New Business

1. Public Hearing

Site Plan Review: Site Plan Application for Polk City Self Storage Expansion located at 119 Bronson Trail (Polk County Parcel Number: 252633-297600-001030) to add a 6,400 square foot office building, 13,000 square foot storage building, with required parking facilities.

ADJOURNMENT

PLEASE NOTE: PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED DURING THIS MEETING, HE OR SHE WILL 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.

IN ACCORDANCE WITH THE AMERICAN WITH DISABILITIES ACT, A PERSON WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS TO PARTICIPATE IN CITY MEETINGS SHOULD CONTACT THE OFFICE OF THE CITY CLERK, POLK CITY 123 BROADWAY BLVD SE, POLK CITY, FLORIDA 33868 TELEPHONE (863) 984-1375, AT LEAST 48HRS IN ADVANCE.

PLANNING COMMISSION MEETING MINUTES

July 10, 2023

Chairman Gorski called the meeting to order at 6:00 pm.

Those present recited the Pledge of Allegiance led by Chairman Gorski.

Present: Eugene Gorski, Robert Baker, David Prins

Absent: William Fienga, Edward Hanks, Antonio Thomas

Quorum Established

APPROVAL OF MINUTES

Motion by Vice Chairman Baker to approve the May 1, 2023 Planning Commission Meeting Minutes as presented; this motion was seconded by Member Prins. **Approved by Voice Vote 3/0.**

PUBLIC COMMENTS - None

ORDER OF BUSINESS

PUBLIC HEARING - Land Development Code Amendment

Jennifer Codo-Salisbury discussed the City-initiated text amendments, to the Polk City Land Development Code to add procedures and standards for outdoor display of merchandise.

Chairman Gorski opened the Public Hearing. No one spoke for or against this item. Chairman Gorski closed the Public Hearing.

Vice Chairman Baker inquired about how Cattlemen's Feed Store fits into this Amendment. City Manager Jackson responded that Cattlemen's is a non-conforming use, they are grandfathered in.

Motion by Vice Chairman Baker the Land Development Code Amendment to add procedures and standards for outdoor display of merchandise.

Motion carried 3/0 by Voice Vote.

Public Hearing - Site Plan Review

This item was **REMOVED** from the Meeting Agenda until the next meeting.

ADJOURNMENT- 6:15 pm

Patricia Jackson, City Manager/Clerk

Gene Gorski, Chairman



**POLK CITY PLANNING COMMISSION
SITE PLAN REVIEW
STAFF REPORT
August 7, 2023**

TO: POLK CITY PLANNING COMMISSION

FROM: CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

**SUBJECT: SITE PLAN REVIEW:
119 Bronson Trail**

**AGENDA & HEARING DATES:
Planning Commission Meeting: August 7, 2023, at 6:00 PM**

OWNER OF PROPERTY/APPLICANT: AGAP Polk City, LLC (Storage King)

Attachments

- Overview Report
- Aerial Photo Map
- Future Land Use Map
- Zoning Map
- Site Plan
- Application

OVERVIEW REPORT

PROPERTY OVERVIEW:

Property Owner	AGAP Polk City, LLC
Applicant	Storage King AGAP Polk City, LLC
Subject Parcels	252633-297600-001030
Acreage	16.07 acres
Existing Future Land Use	Industrial and Commercial
Existing Zoning	M-1, Light Industrial and C-2, General Commercial

REQUEST:

The applicant, Storage King AGAP Polk City, LLC, is requesting an amendment to a site plan for the storage facility located at 119 Bronson Trail. The site includes one parcel that is 16.09 acres. **The applicant is requesting to amend the site plan to expand the existing self storage facility by adding a 6,400 square foot office building and 13,000 square foot storage building, with required parking facilities.**

STANDARDS FOR REVIEWING SITE PLANS:

The purpose of the site plan is to provide sufficient information regarding a proposed development to enable the City to evaluate the proposed development as it relates to the Comprehensive Plan and the Unified Land Development Code.

Any modification, variation or adjustment of a stamped approved Site Development Plan shall require approval of a Site Development Plan amendment.

The Development Director shall determine whether a proposed Site Development Plan modification is a major modification or a minor modification. The determination shall be based on, but not limited to the following: any substantial change, including increase in density, change in permitted uses, change in stormwater runoff characteristics, change in traffic patterns and trip generation, or other similar changes shall be considered a major modification; any proposed minor changes in configuration or similar changes shall be considered a minor modification.

The Planning Commission shall review and evaluate the site plan with specific regard to the City's Comprehensive Plan, applicable City codes, and the advisory recommendations of City staff. An approval of the preliminary site plan shall be deemed an expression of approval of the site layout.

Approval of the site plan authorizes the developer to prepare construction plans. Following approval of the construction plans by the Consulting City Engineer, the developer may proceed with construction.

FINDINGS OF FACT:

- The subject site is currently developed.

- The current request is to expand the existing self storage facility by adding a 6,400 square foot office building and 13,000 square foot storage building, with required parking facilities.
- The subject site is located within the Polk City Exemption Area and is therefore exempt from the regulations pertaining to the Green Swamp Area of Critical State Concern.
- The property has a Future Land Use (FLU) of Industrial and Commercial (located within the Polk City Exemption Area).
- The C-2, General Commercial zoning allows mini-warehouse with a Site Plan Approval and mini-warehouse with outdoor storage with a Special Exception.
- The M-1, Light Industrial zoning allows mini-warehouse with a Site Plan Approval and mini-warehouse with outdoor storage with a Site Plan Approval.
- The property is 1.19 acres in size.
- The site plan is consistent with the requirements of the City's Land Development Code.
- The site plan has been drawn consistent with the required number of parking spaces.

SITE DEVELOPMENT PLAN REQUIREMENTS:

The following information is required in an acceptable form so as to accompany the Site Development Plan:

1. If a commercial or industrial site, the name of the business.
 - **Storage King is the business name.**
2. The property owner's name, address and telephone number; and the designated project applicant or representative if other than property owner.
 - **Complete. Information provided in the application.**
3. The engineer's name, address, telephone number and registration number.
 - **Pennoni Associates, Inc.**

4. Future Land Use Classification from the Comprehensive Plan's Future Land Use Map; and, Zoning district assigned to the property that is the subject of the site plan and to the properties contiguous thereto.

- **Complete. This information has been provided on the application.**

Future Land Use: Industrial and Commercial

Zoning: M-1, Light Industrial

C-2, General Commercial

5. The legal description of the property used by the County's Property Appraiser's Office.

- **Not provided**

6. A copy of the plat map page the property is located on, with the lot or parcel identified clearly. This map is available from the Polk County Property Appraiser's Office in Bartow, or from the City, for \$1.00.

Site Development Plans shall be drawn to a minimum scale of one-inch equals 100 feet on an overall sheet size not to exceed 22 by 36 inches. When more than one sheet is required, an index sheet of the same size shall be included showing the entire parcel with individual sheet numbers referenced thereon.

- **Provided.**

7. North arrow, scale, and date prepared.

- **Provided.**

8. Identification of watercourses, wetlands, and significant stands of mature trees and understory vegetation that may provide wildlife habitats or other environmentally unique areas.

- **Complete. There are no waterbodies on the subject property.**

9. Number of units proposed, if any, and resulting net density.

- **Complete. There are no proposed residential units as part of the development.**

10. Floor area of non-residential uses.

- **Complete. The Floor Area Ratio is consistent with the requirements of the C-2 and M-1 zoning districts.**

11. Number of parking lots and spaces required and proposed.

- **Complete. The parking lot and spaces are consistent with the requirements of the Polk City Land Development Code.**

12. Location of all public and private streets, driveways and utility easements, within and adjacent to the site.
 - **Complete. This information is provided.**

13. The footprint of all proposed buildings and structures on the site, including setbacks.
 - **Complete. The property has existing structures onsite. The plans show the demolition to be completed and the proposed new structures.**

14. Required landscape and buffer yards.
 - **The landscape plan shows landscaping to be installed for each proposed addition.**

15. Sign locations.
 - **Not provided. There is signage on-site.**

16. Phase lines if the development is constructed in phases.
 - **Complete. No phases.**

17. Provisions for on-site stormwater drainage and detention related to the proposed development.
 - **Complete. The site is developed.**

18. The delineation of all wetlands and flood-prone areas as delineated by the National Wetlands Inventory and the Flood Insurance Rate Maps published by the Federal Emergency Management Agency (FEMA) and by the City of Polk City Comprehensive Plan.
 - **Complete. This site is not located in wetlands or a floodplain.**

19. Delineation of all environmentally sensitive areas as determined by any appropriate agency and the City of Polk City Comprehensive Plan.
 - **Complete. There are no environmentally sensitive areas indicated.**

20. All existing and proposed utilities.
 - **Information provided through the stormwater management report and the site plan construction documents.**

21. Any other requirement as determined by the Development Director or the Building Official, such as topographic lines, surveys, etc.
 - **Complete.**

STAFF COMMENTS:

The proposed Site Plan amendment is consistent with the Polk City Land Development Code.

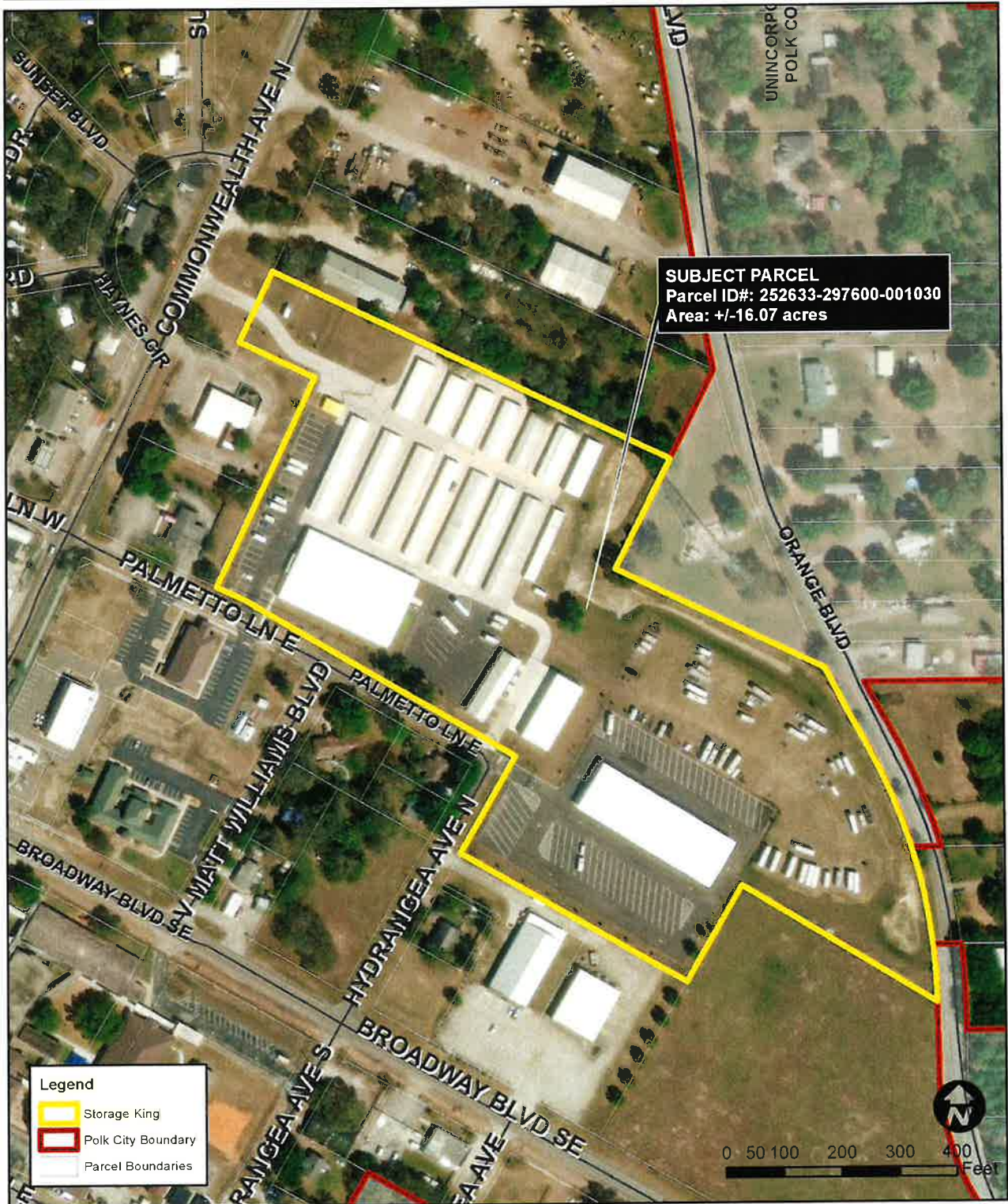
PROPOSED CONDITIONS FOR APPROVAL:

The pre-construction meeting will not be scheduled, no site work can begin, and no vertical construction permits will be issued until engineering comments are satisfied.

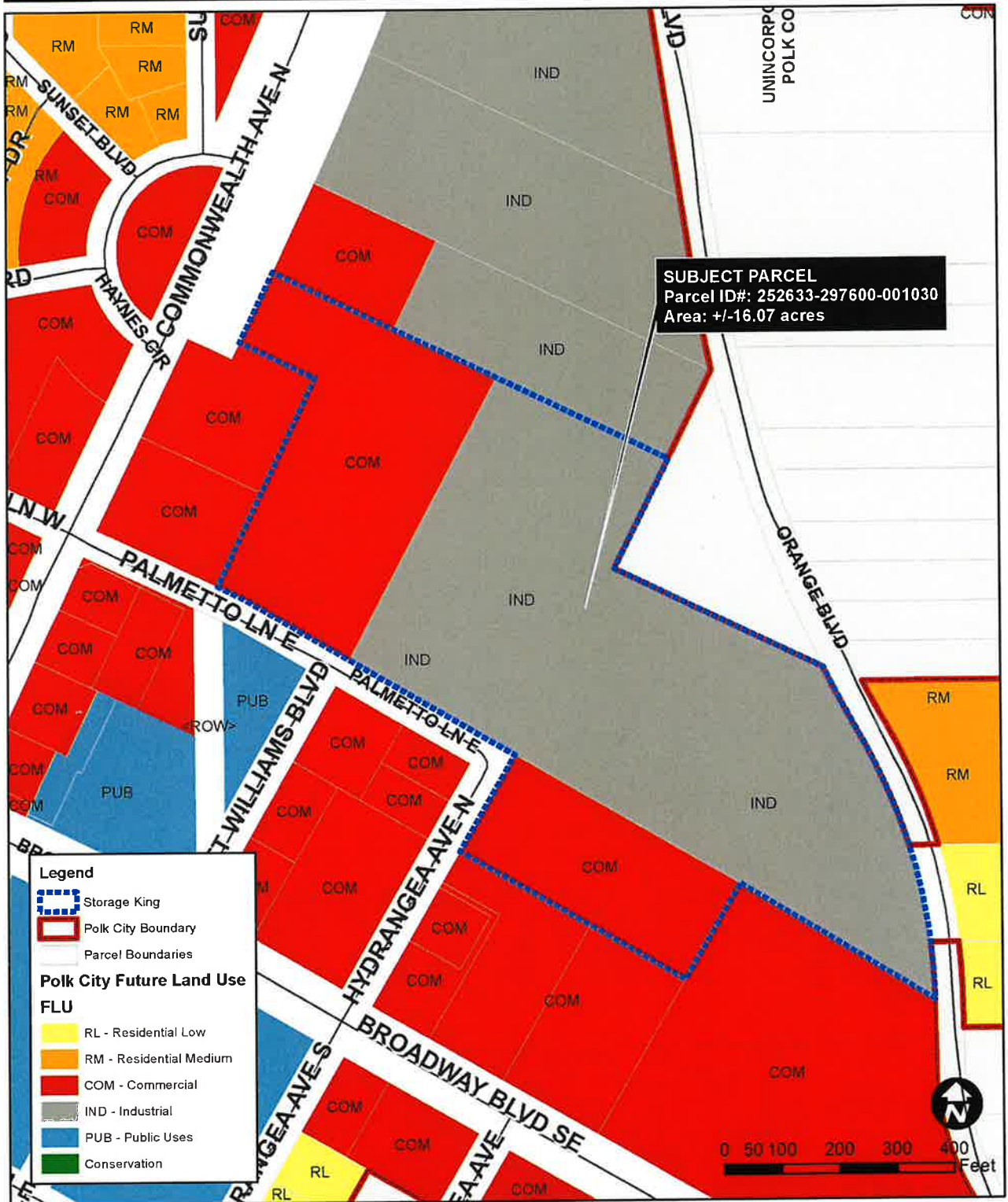
PLANNING COMMISSION MOTION OPTIONS:

1. I move the Planning Commission **Approve the proposed Site Plan amendment with listed conditions.**
2. I move the Planning Commission **Approve the proposed Site Plan amendment with listed conditions with Changes.**

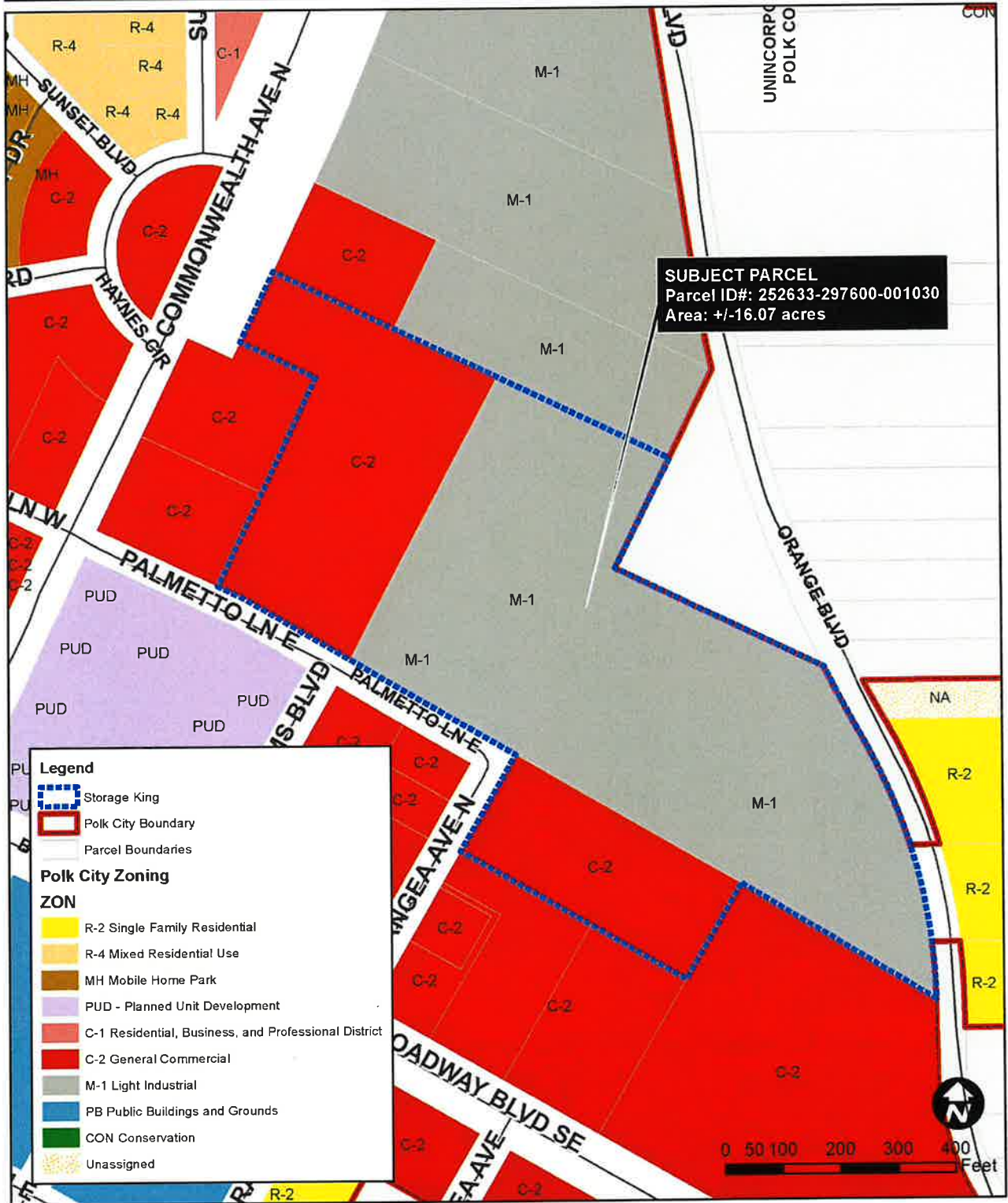
POLK CITY AERIAL PHOTO MAP



POLK CITY FUTURE LAND USE MAP



POLK CITY ZONING MAP





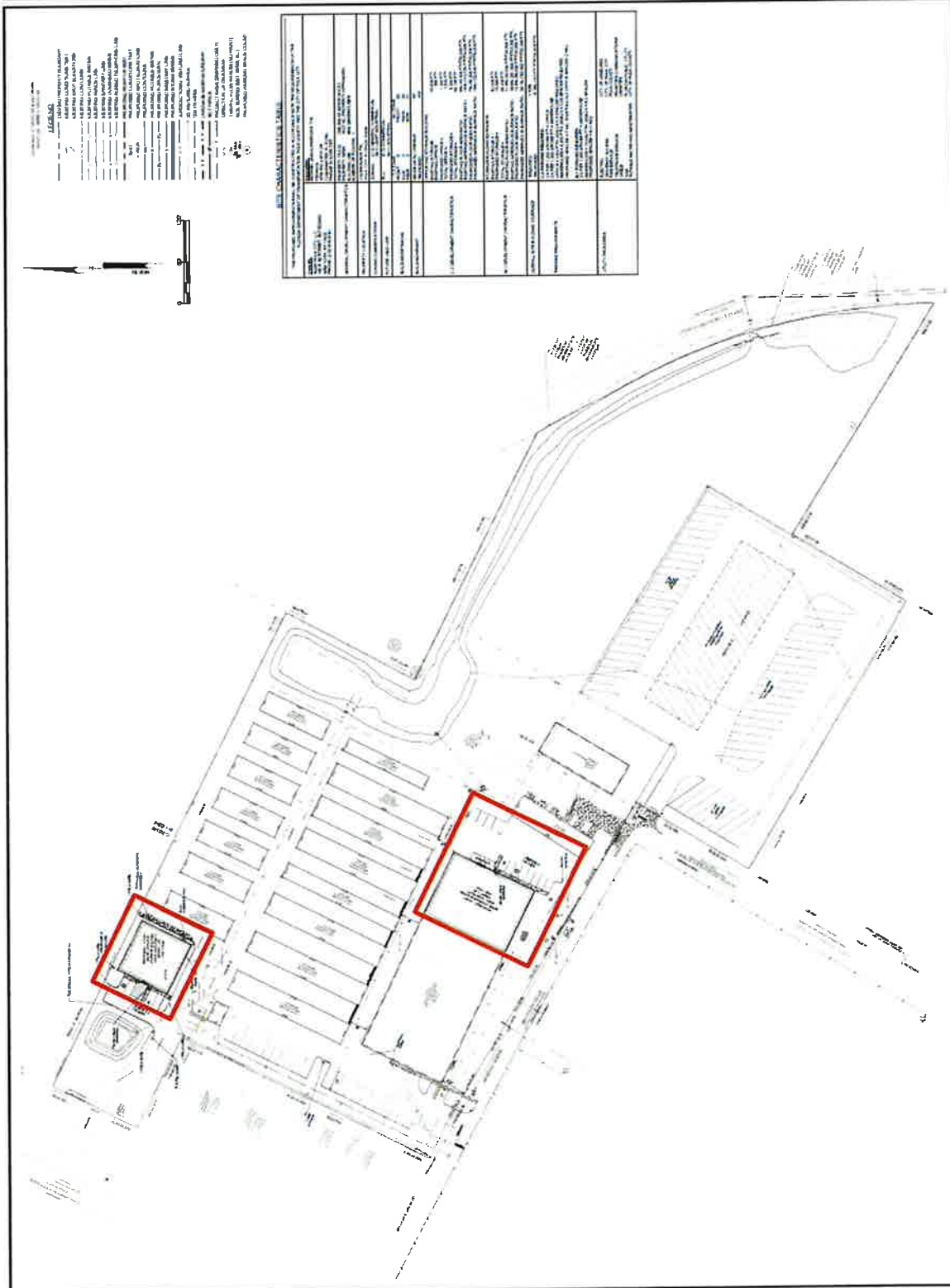
STORAGE KING - POLK CITY
 POLK COUNTY, IOWA 52209
OVERALL SITE PLAN
 ADAM POLK CITY, LLC
 150 S. MAIN ST. SUITE 200
 POLK COUNTY, IOWA 52209

Pennoni Associates, Inc.
 417 TRINITY BLVD
 POLK COUNTY, IOWA 52209
 TEL: 563-381-1111 FAX: 563-381-8918
 WWW.PENNONI.COM

Professional Engineer
 State of Iowa
 License No. 118
 Date of Issue: 12/15/2011
 Expiration Date: 12/15/2014

CS1000

PROJECT: FT/PA/201001
 SHEET NO.: 1
 DATE: 11/15/11



SITE PLAN APPLICATION

This application is for: (Check all that apply)

- Conceptual Consultation** (Recommended but optional, Informal Discussion between the Development Director, planning staff and the Developer or Developer's Representatives)
- Preliminary Review Phase** (Recommended but optional Pre-Application, Public Hearing before the Commission)
- Development Review** (Mandatory)

Project/Business Name Storage King - Polk City / AGAP Polk City, LLC

Street Address of Project 119 Bronson Trl

Parcel ID Number(s) 252633297600001030

Property Owner(s) AGAP Polk City, LLC

Mailing Address 150 E 52nd Street, Suite 32002
New York, New York 10022

Telephone (212) 813-0141 Fax _____

Email bcohen@andoverprop.com

Applicant Brian Cohen

Mailing Address 150 E 52nd Street, Suite 32002
New York, New York 10022

Telephone (212) 813-0141 Fax _____

Email bcohen@andoverprop.com

Agent (Engineer, Surveyor, etc.) Jason Sheridan, P.E.

Mailing Address 5755 Rio Vista Drive
Clearwater, Florida 33760

Telephone (727) 325-1256 Fax _____

Email JSheridan@pennoni.com

All correspondence should be sent to WSweikert@pennoni.com

(Specify one of the above)

What legal interest does applicant have in the property?

- Ownership
 Option
 Purchase and Sales Contract
 Other _____

Documentation of right, title, or interest must accompany the application

EXISTING

Land Use General Commercial / Light Industrial Zoning C-2 / M-1
Total Gross floor Area of All Structures C-2 = 50,538 / M-1 = 58,319
Total Lot Coverage (%) C-2 = 15% / M-1 = 35.9%
Total Square footage of area covered C-2 = 6% / M-1 = 8%

(This includes structures, overhangs, paved or gravel surfaces, etc. 'not green and growing')

PROPOSED

Land Use General Commercial / Light Industrial Zoning C-2 / M-1
Total Gross floor Area of All Structures C-2 = 5,200 / M-1 = 13,000
Total Lot Coverage (%) C-2 = 18% / M-1 = 36%
Total Square footage of area covered C-2 = 8% / M-1 = 10%

(This includes structures, overhangs, paved or gravel surfaces, etc. 'not green and growing')

Number of existing parking spaces 9

Number of parking spaces proposed 11

Estimated Traffic Generation at peak hour Existing _____ trips
Proposed _____ trips

One trip is one vehicle entering OR one vehicle exiting. Therefore, one car driving in and then leaving an establishment equals 2 'trips'. Trucks are equivalent to two cars, therefore, one truck entering and then leaving an establishment equals 4 'trips'.

Proposed use of site (describe project) Expansion of existing Mini Storage facility

Proposed square footage of building(s) C-2 = 6,400 / M-1 = 13,000

Proposed number of units 1


Acreage of parcel 16.07 ac Acreage to be Developed 0.63 ac

Are any new streets proposed? _____

Statement of purpose: Expansion of existing Mini Storage facility

Note: If any waivers to the site plan review regulations are being requested for this application, a letter must be submitted to the planning commission stating what waivers are requested and the reasons for such waivers.

I, as the owner or duly authorized agent for the owner of the property named above, do hereby submit this plan for review as required by the regulations of the planning commission of the City of Polk City. To the best of my knowledge, all information submitted with this site plan application is true and correct.

Name Brian Cohen Date 5-18-2023
Title Authorized Signatory
Signature 

- ❖ See the Land Development Regulations (LDR), Article 2, Article 3 and Article 7 of the City Code, regarding the zoning district regulations, land use standards, and site plan review process. The entire Polk City Code is online at www.mypolkcity.org. Follow link to the 'City Publications, Maps and Forms' then 'Land Development Code.'
- ❖ This application must be accompanied by the application fee and all information required by the Land Development Regulations, unless waivers are requested. All requests for waivers must be submitted in writing, specifying the section number of the item to be waived and the rationale for why you believe it should be waived. Waivers may or may not be granted by the Reviewing Authority.
- ❖ The site plan checklist is provided to assist in gathering information and presenting an application. The applicant is responsible for presenting information showing that all Land Development Regulation standards will be met. The reviewing authority may require additional information to determine completeness and compliance.
- ❖ The Development Director will determine the appropriate Reviewing Authority for the application review. The Reviewing Authorities include the Development Director, the Code Enforcement Officer, the Staff Review Committee or the Planning Board. The Code Enforcement Officer will also determine if the proposed use is permitted in the zoning district(s).
- ❖ Contact the Planning Department at (863) 984-1375 with questions.

LISTING OF ABUTTERS TO A PROPOSED SITE PLAN APPLICATION

Project Name: Storage King - Polk City / AGAP Polk City, LLC

Street Address of Project: 119 Bronson Trl

Parcel ID of Project: 252633297600001030

This form is used to list the names, addresses, and parcel identification numbers of all properties which abut a property on which a new site plan or a site plan amendment is proposed. The definition of ABUTTER is "A person who owns adjacent land or land across a street right-of-way from the subject lot". Notification of abutters is a requirement for all site plan applications and site plan amendments; re-notification also may be required for site plan applications if sufficient time has lapsed between the preliminary application abutter notification and the time that a site plan application is submitted. Abutter information shall be obtained from the Polk County Property Appraiser's records. A list of all abutters (including applicant) must be filed with all applications - Be sure to include the names and addresses of anyone whose professional seal will appear on the final plan.

Use Additional Sheets if Necessary.

1. Name: Proutsos Regina L DVM PLLC
Mailing Address 3854 Isle Vista Ave
Belle Isle, FL 32812-2220
Street Address (If Different) 224 Commonwealth Ave N, Polk City, FL 33868
Parcel ID# 252633297600001130

2. Name: Branch Banking and Trust Company
Mailing Address PO Box 167
Winston Salem, NC 27102-0167
Street Address (If Different) 212 N Commonwealth Ave, Polk City, FL 33868
Parcel ID# 252633297600001050

3. Name: Thompson Investment Properties, LLC
Mailing Address 303 Broadway BLVD SE
Polk City, FL 33868-9240
Street Address (If Different) 315 Broadway BLVD, Polk City, FL 33868
Parcel ID# 352633297600001050

4. Name: R Prop FL LLC
Mailing Address PO Box 70

- Douglasville, GA 30133-0070
- Street Address (If Different) 321 Broadway BLVD, Polk City, FL 33868
Parcel ID# 252633297600001160
-
5. Name: Marker Investment Properties LTD
Mailing Address PO Box 775
Polk City, FL 33868-0775
Street Address (If Different) 0 Broadway BLVD SE, Polk City, FL 33868
Parcel ID# 252633297600001090
-
6. Name: Crown Castle GT Company, LLC
Mailing Address 4017 Washington Rd
McMurray, PA 15317-2510
Street Address (If Different) 0 Orange BLVD, Polk City, FL 33868
Parcel ID# 252633297600001080
-
7. Name: Wyndhill, LLC
Mailing Address 1005 Orienta Ave, Ste 1500
Altamonte Springs, FL 32701-5020
Street Address (If Different) 420 Commonwealth Ave N, Polk City, FL 33868
Parcel ID# 252633297600001100
-
8. Name: Jason Sheridan, P.E.
Mailing Address 5755 Rio Vista Drive
Clearwater, Florida 33760
Street Address (If Different) _____
Parcel ID# Engineer of Record for Project
-
9. Name: _____
Mailing Address _____
Street Address (If Different) _____
Parcel ID# _____