



Date: April 8, 2015
To: City of Avon Park Planning and Zoning Board
From: Central Florida Regional Planning Council
Subject: **April 14, 2015 Planning and Zoning Board Meeting**

Enclosed please find the Agenda Package for the April 14, 2015 Planning and Zoning Board meeting. The following items are included:

- Meeting Agenda
- March 10, 2015 Meeting Minutes
- Workshop Item: Review and discussion of Historic Downtown Avon Park, specifically the uses within the C-4 zoning district along the Main Street corridor.

The next City of Avon Park Planning and Zoning Board meeting is scheduled for **Tuesday, April 14, 2015 at 5:00 pm.** The meeting will be held in the City Council Chambers, Avon Park City Hall, 123 E. Pine St. Avon Park, Florida.



CITY OF AVON PARK

Highlands County, Florida

Office of the City Manager
110 East Main Street
Avon Park, Florida 33825

PLANNING AND ZONING BOARD CITY COUNCIL CHAMBERS

123 E. Pine St.

April 14, 2015

5:00 P.M. - AGENDA

- A. **ROLL CALL**
- B. Approval of minutes from March 10, 2015
- C. **Workshop Item:** Review and discussion of Historic Downtown Avon Park, specifically the uses within the C-4 zoning district along the Main Street corridor.
- D. **ADJOURN**

Any person who might wish to appeal any decision made by the Planning and Zoning Board of the City of Avon Park, Highlands, County, Florida, in public hearing or meeting is hereby advised that he/she will need a record of the proceedings, and for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made which will include the testimony and evidence upon which such appeal is to be based. Any person with disabilities requiring accommodations in order to participate should contact the City Manager prior to the meeting. One or more council members may be in attendance.

Planning and Zoning Board
MINUTES
March, 10, 2015
City Council Chambers
5:00 P.M.

Members Present; David Coller, Donald Cummings, Paul Miller, Ed Dickerson, and Rebecca Jaramillo, Vice Chair Jean Jordan, Chair Roger Gurganus.

Members Absent: None

Also Present City Clerk Maria Sutherland, Jennife Codo-Salisbury , Jeff Schmucker, members of press and audience.

Roll was called at approximately 5:00 and there was a quorum.

Approval of minutes: It was noted there was a mistake in the minutes. Vice Chair Jean Jordon noted there was a mistake in the minutes naming David Coller as Vice Chair and that Jason Miller was present at the meeting.

Motion Vice Chair Jean Jordan, seconded by Paul Miller to approve minutes as corrected. Motion carried unanimously.

ITEM I

Jennifer Codo-Salisbury from CFRPC approached the Podium and addressed the Board regarding a their input on non-residential uses in the downtown area. She discussed the future land use of downtown. She went over the difference between C-2 and C-4 Zoning. The Board requested a list of non-conforming businesses on Main Street, they also requested they be e-mailed the Historic properties master file..

It was the general opinion of the Board that the C-4 remain with no changes.

It could allow C-2 type uses businesses in C-4 if theu fit the general characteristics of the existing C-4 This would be with a “Conditional Use Permit”.

Another option would be the Staff look at C-4 Zoning and evaluate C-2 uses and apply those C-2 uses to C-4 that are compatible as conditional uses.

There was discussion regarding the “Historical District” downtown.

It was suggested there be a two part workshop. The first part being a walking tour from Main Street to the Downtown area. City Mnager Deleon suggested a “google earth” virtual tour.

Motion made by Paul Miller, seconded by Jean Jordon to schedule a walking tour for the next meeting. Motion passed unanimously.

ITEM II

Review residential uses downtown: Land use requires 4 units per acre. With special approval up to 16, but would have to have special approval. It was the general opinion of the Board to leave density of downtown alone.

Meeting adjourned at approximately 6:44PM

Transcribed and recorded by Maria Sutherland, City Clerk

ATTEST _____
Maria Sutherland

Roger Gurganus, Chair



CITY OF AVON PARK
MAIN STREET AND DOWNTOWN AVON PARK
OVERVIEW REPORT

April 14, 2015

TO: City of Avon Park Planning and Zoning Board

FROM: Jeff Schmucker, Senior Planner, Central Florida Regional Planning Council

SUBJECT: **Workshop Item:** Review and discussion of Historic Downtown Avon Park, specifically the uses within the C-4 zoning district along the Main Street corridor.

The Planning and Zoning Board has requested staff to conduct a workshop to discuss allowed and potential uses in the Avon Park Downtown Historic District. As part of the workshop, the Board has request staff to prepare a virtual tour of the downtown to examine the following:

- Geographic extents of the Avon Park Historic District.
- Location of historic properties within the Historic District.
- Identify *Existing Land Uses*, for properties zoned C-4 (Mixed-Use Commercial), within the Historic District.
- Review nonconforming uses of properties within the C-4 zoning district.
- Further review of potential uses that are currently permitted in the C-2 zoning district which may be considered to be allowed in the C-4 zoning district.

OVERVIEW:

Based on previous discussions and public workshop input, the following is a list of recommended C-2 zoning district uses that may be considered to be allowed within the C-4 zoning district **with special approval only in certain areas.**

- Auto/Vehicle sales, new or used (auto, truck, boat, RVs); dealerships w/ sales & service;
- Car wash and auto detailing
- Plant nursery

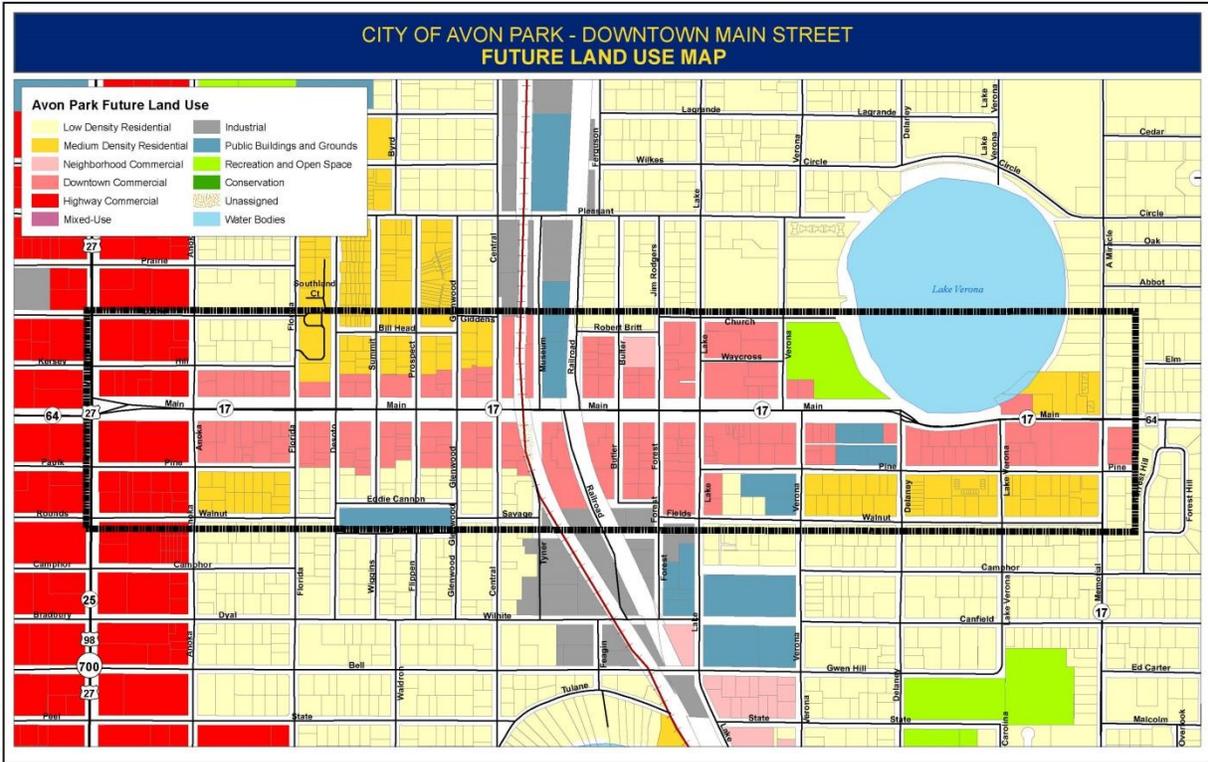
FUTURE LAND USE ON MAIN STREET

The Future Land Use designation along Main Street in downtown Avon Park is **Downtown Commercial**. A description of the designation, as adopted in the City's 2030 Comprehensive Plan, is provided below.

Policy 1.6: The **Downtown Commercial** designation shall meet Avon Park's housing demands and promote efficient use of infrastructure. It shall also *promote historic preservation, pedestrian and bicycle traffic, off-street parking, recreation and downtown revitalization.*

- a. Low intensity retail, professional offices, financial institutions, restaurants, single family and multi-family residential and above ground-floor apartments are permissible, as well as public schools.
- b. Maximum density for single family residential is 6 units per gross acre. Maximum density for multi-family residential is 16 units per gross acre.
- c. The City Manager will coordinate this category of land use with the Main Street Program and the Community Redevelopment Agency.
- d. Avon Park shall direct commercial development to areas which are well integrated with transportation facilities and surrounding land uses.
- e. The maximum floor to area ratio for the Downtown Commercial future land use designation shall not exceed 0.70 for offices and 0.80 for commercial uses.

An excerpt from the City's **Future Land Use Map** is provided below. The area within dashed black line indicates the Main Street Area.



ZONING DISTRICT ON MAIN STREET

The primary Zoning District designation along Main Street in downtown Avon Park is **C-4 Mixed Use Commercial**. A description of the district is provided below as adopted in the City’s Land Development Code.

2.04.02.09 C-4 Mixed-Use Commercial

- (A) *FLUM Designation:* Downtown Commercial
- (B) *Purpose:* To permit residential, office and low-intensity commercial uses in a downtown mixed-use environment in accordance with the *goals, objectives and policies of the Comprehensive Plan, the Main Street Program, and the Community Redevelopment Agency*. This district is intended to define the central business district and the downtown area for the City of Avon Park. It is intended to **protect the character of existing historic structures and features of Avon Park’s downtown**. It is meant to encourage any development that will enhance the economic and social viability of the downtown area, encourage pedestrian access, and better define the community of Avon Park.
- (C) *Permitted Principal Uses & Structures:*

Uses permitted in this district are detailed in the Table of Land Uses in Section 2.04.01(A). The letter “P” designates permitted uses. Uses designated by the letter "D" are also permitted, but require the submission and approval of a Site Development Plan prior to application for a

Development Permit. Article 7 governs review of an application for approval of a Site Development Plan.

- (1) Any number of permitted uses may be conducted at the same time in the principal structure; such as, a building with a combination of offices and restaurants, and living units above.
- (2) All businesses must adhere to the CRA's established Minimum Maintenance Standards.
- (3) Permitted uses must be compatible with the existing character of the central business district.
- (4) Structures, including signs, must be compatible in design with the historic character of the existing buildings and any adopted community programs for downtown.
- (5) Dwelling units that are a part of a non-residential use, such as residential units above commercial units, shall be a minimum of 800 square feet in living area.
- (6) All development proposals shall be referred to the City Manager for coordination with the Main Street Program and the Community Redevelopment Agency.

(D) *Accessory Uses:*

Accessory uses and structures customarily incidental and subordinate to permitted principal uses and structures; provided, however, that no accessory structures shall be located on property other than that on which the principal structure is located. Section 2.05 contains detailed guidance and regulations for permitted accessory uses.

- (1) Where commercial and residential uses share a development site, no residential accessory uses shall be permitted.

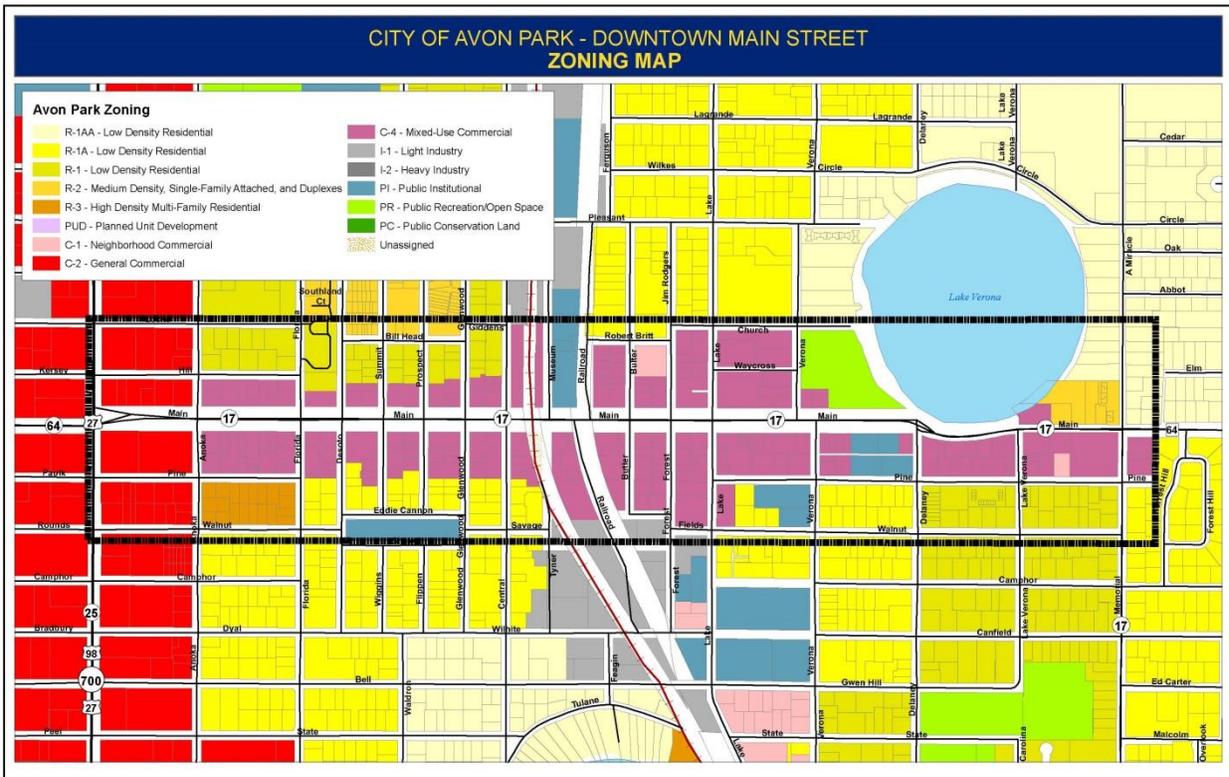
(E) *Special Exception Uses:*

Uses permitted as Special Exceptions in this district are detailed in the Table of Land Uses in Section 2.04.01(A). The letter "S" designates such uses. Special Exception uses require the submission of an application and approval by the Board of Adjustment prior to application for a Development Permit. Article 7 governs review of an application for approval of a Special Exception.

(F) *Development Standards:*

Development standards for uses in this district are detailed in the Table of Development Standards in Section 2.04.01(B). Specifically, standards are established for Maximum Density; Minimum Lot Size; Minimum Lot Width; Minimum Lot Depth; Minimum Floor Area; Floor Area Ratio (as applicable); Setbacks; Maximum Lot Coverage; and Maximum Building Height.

An excerpt from the City’s **Zoning Map** is provided below. The area within dashed black line indicates the Main Street Area. There are a total of **180 properties zoned C-4 (Mixed-Use Commercial)**.



AVON PARK HISTORIC DISTRICT AND HISTORIC PROPERTIES

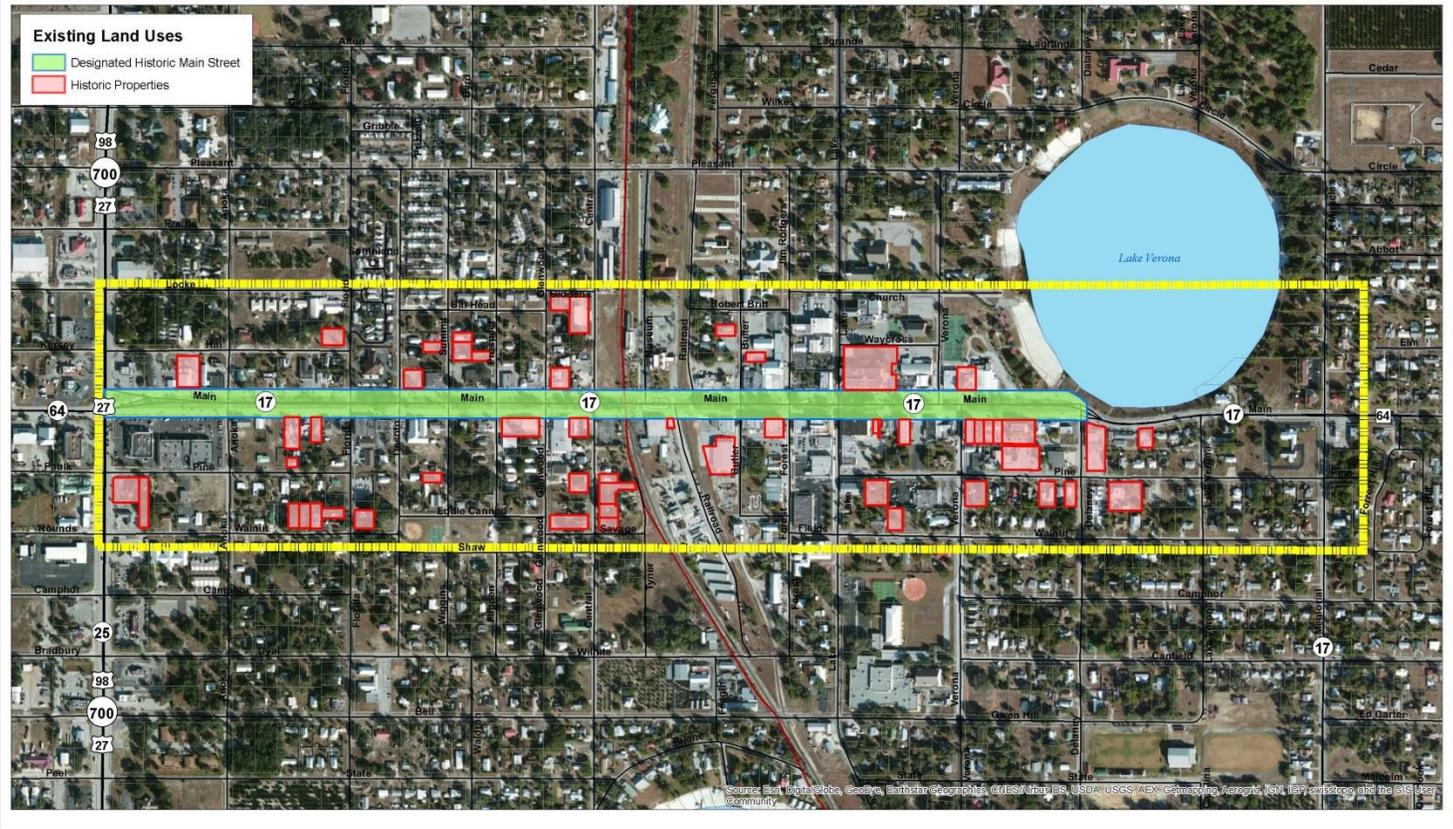
The Avon Park Historic District is designated in the National Register under Site ID# HG00640. The District is defined as the area along Main Street from US Highway 27 to South Delaney Avenue. In addition to the Historic District designation, the City also has a number of historical properties.

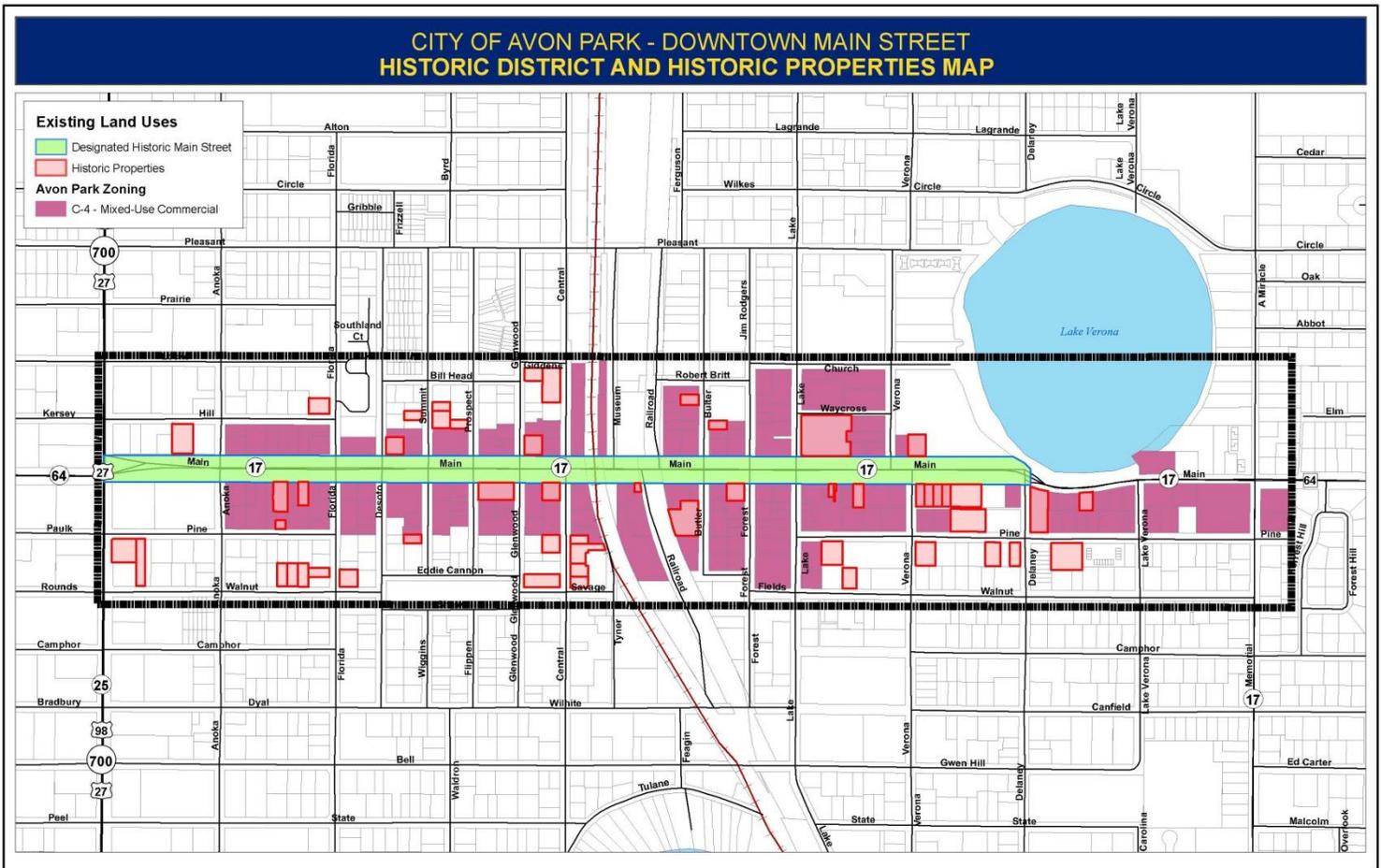
Two maps are provided below. The first map is an aerial map showing the location of the Historic District and Historic Properties within the Main Street area. The second map shows the Historic District and Historic Properties in relation to properties zoned C-4 (Mixed-Use Commercial).

Within the Main Street area, there are a total of 52 designated historical properties. Of the 52 historic properties, 24 are situated on land zoned C-4 (Mixed-Use Commercial).

Of the total designated historic properties within the Main Street area, 23 (or 44.2%) exist on the east side of the railroad tracks, with the other 29 (or 55.8%) lying on the west side of the tracks. Of those situated within the C-4 zoning district, 16 (or 66.6%) are east of the tracks and 8 (or 33.3%) are west side of the tracks

CITY OF AVON PARK - DOWNTOWN MAIN STREET HISTORIC DISTRICT AND HISTORIC PROPERTIES MAP



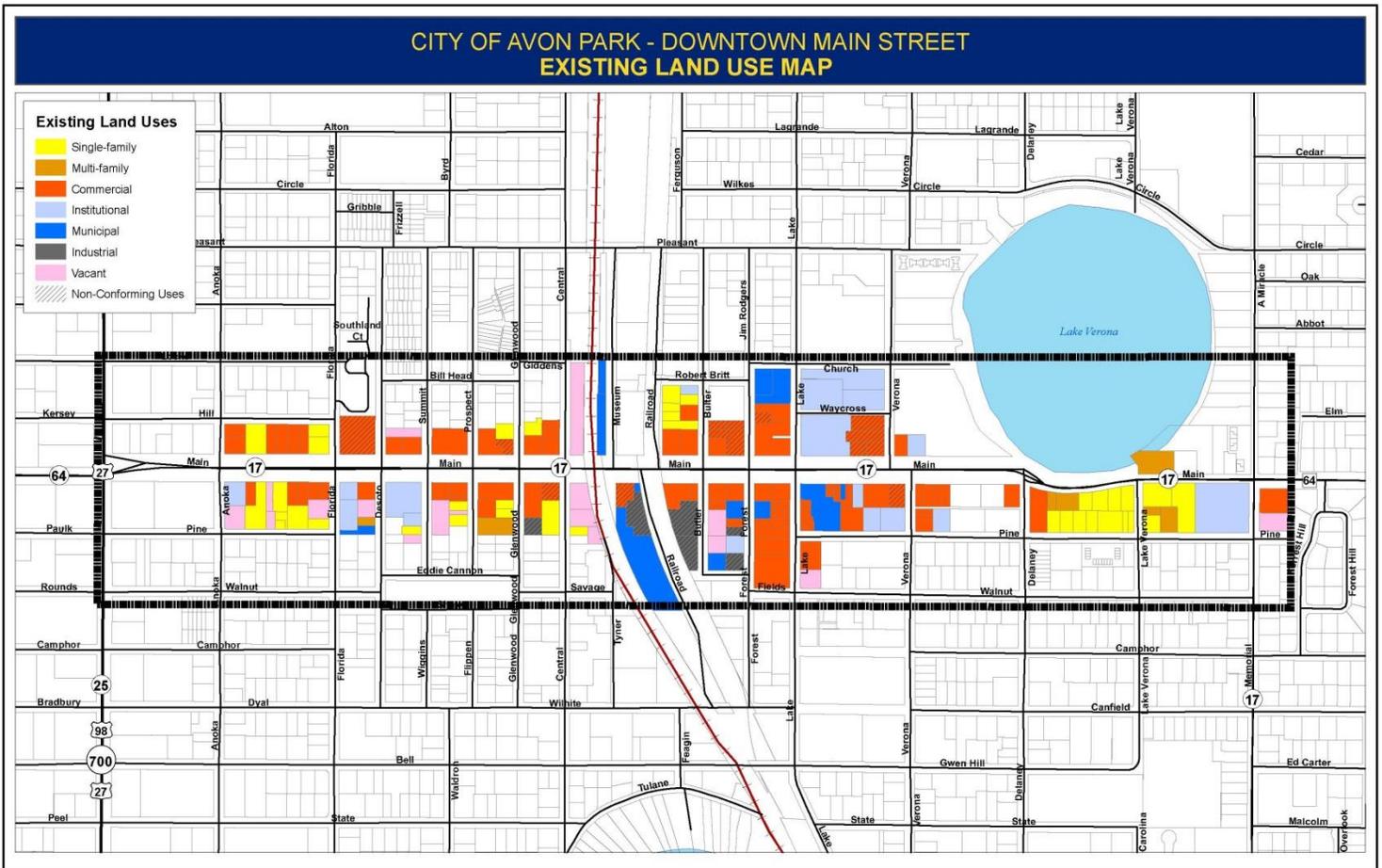


EXISTING LAND USES ON MAIN STREET

Existing Land Uses were derived using Highlands County Property Appraiser [Parcel] data. The parcel data contains Department of Revenue (DOR) use codes which identify the current (existing) use of land at the parcel level for taxing purposes.

The following is a general list of the exiting land uses of properties situated on land zoned C-4 (Mixed-Use Commercial).

- Single-family residential
- Multi-family residential
- Commercial
- Institutional
- Municipal
- Industrial
- Vacant



Of the total 180 properties within the C-4 zoning district, there are 6 different existing land use types. Approximately 21 of the uses are currently non-conforming uses. The tables below provide some general calculations which quantify several of the existing conditions within the Main Street area.

Existing Land Uses*	# of Parcels	Total Acreage	Percentage of Total Acreage
Single-family	37	8.8	16%
Multi-family**	7	2.2	4.0%
Commercial***	85	21.0	33.0%
Institutional****	17	10.0	18.2%
Municipal	11	5.6	10.1%
Industrial	6	2.2	4.0%
Vacant	17	5.2	9.5%
TOTALS	180	55.0	100%
Nonconforming Uses	21	6.1	11.1%

*Based on Department of Revenue (DOR) Use Codes; **Less than 10 units/acre; ***Includes retail, restaurant, office, professional; ****Includes churches, care facilities, clubs and lodges

Existing Land Uses*	# of Parcels		Total Acreage		Percentage of Total Acreage	
	East	West	East	West	East	West
Residential Uses						
- Single-family	19	18	4.6	4.2	52.3	47.7
- Multi-family	5	2	1.6	0.6	72.7	27.3

*Based on Department of Revenue (DOR) Use Codes

REVIEW OF LAND USES ALLOWED IN THE C-4 ZONING DISTRICT

The following tables outline the uses that are currently permitted in the C-2 (Highway Commercial) and C-4 (Mixed-Use Commercial) zoning districts, per the Table of Land Uses in the City’s Land Development Code. The highlighted items are uses that are permitted in the C-2 zoning district but are currently not allowed in the C-4 zoning district.

Category/Use	C-2	C-4
Retail Commercial, NO outdoor storage or activities		
Antique shop	P	P
Appliance repair	P	P
Bed & Breakfast Inns	P	P
Convenience Store, no gas	P	P
Drinking establishment	P	P
Funeral home	P	P
General retail, indoor & less than 5,000 s.f.	P	P
General retail, indoor and including used machinery and equipment	P	
Hardware Store, small scale	P	P
Hotel/motel	D	D
Laundromat	P	P
Mini warehouse	D	
Restaurant, non drive thru	P	P
Restaurant, with drive thru or drive thru only	P	
Restaurant w outdoor setting permitted	P	P
Shopping center or stand-alone store of less than 150,000 s.f.	D	D
Shopping center or BIG BOX of more than 150,000 s.f.	C	
Veterinary clinic, indoor kennel only	P	P
Automotive/Vehicle Sales, Parts, Repairs		
Auto parts, retail sales	P	P
Auto/Vehicle sales, new or used (auto, truck, boat, RVs); dealerships w/ sales & service	P	
Filling station (convenience store w/gas)	P	D

Category/Use	C-2	C-4
Service station (minor repairs indoors)	P	P
Automotive repair	P	
Car Wash and Auto Detailing*	D	
Retail Commercial, Outdoor Storage and Display Permitted		
Antique shop	P	P
Appliance repair	P	
BIG BOX retailer w/ outdoor storage	C	
Boat ramps , docks & marinas, commercial	D	D
Commercial parking lot	D	
Day Care Center, commercial	D	D
General retail	P	
Home Improvement Center; Building supply, with outdoor storage and displays	P	
Plant nursery	P	
RV campground	D	
Shopping center or stand-alone store of less than 150,000 s.f.	D	D
Shopping center or BIG BOX of more than 150,000 s.f.	C	
Truck stop	D	
Used Equipment sales	P	P
Veterinary clinic w/kennel; or kennel	P	
Office/Financial/Medical Facilities/Clubs		
ATM Walk up or Drive up Unit	P	P
Bank/financial institution, no drive thru	P	D
Bank/financial institution, with drive thru	P	

Category/Use	C-2	C-4
Clinic, medical or dental	P	P
Hospital	P	D
Medical laboratory	P	D
Non-Profit Organization	P	D
Professional office	P	P
Real estate/business office	P	P
Light Industrial		
Propane gas, Sales/minor storage of	P	
Heavy Industrial – Outdoor Storage Permitted		
Freight/trucking terminal	D	
Public Service Facilities		
Auto license/tag facility	P	P
City hall/municipal building		P
Fire station	D	P
Police station	P	P
Post office	P	P
Power substation	D	D
Sewage disposal facility (municipal)	D	D
Sewer lift station	P	P
Telephone switching station	P	P
Water tower	D	
Education/Cultural Facilities		
School (grades K-12)	P	P
School, private (K-12)	D	D
Vocational/Technical school	P	P

Category/Use	C-2	C-4
Places of Public Assembly		
Existing Permitted Places of Public Assembly	P	P
Private Club	P	P
Places of Worship	P	P
Civic Center/Auditorium	P	P
College/University	P	P
Community Center	P	P
Museum	P	P
Public Library	P	P
Activity Oriented Park	P	P
Golf Course	P	P
Recreation, indoor, COMMERCIAL	D	D
Recreation, indoor, ACTIVITY ORIENTED	D	D
Recreation, outdoor, COMMERCIAL	D	D
Recreation, outdoor, ACTIVITY ORIENTED	D	D
Passive Recreation/Conservation Uses		
Private Golf course	P	P
Passive Park	P	P
Recreation, indoor, PASSIVE	P	P
Recreation, outdoor, PASSIVE	P	P

Based on previous discussions and public workshop input, the following is a list of recommended C-2 zoning district uses that may be considered to be allowed within the C-4 zoning district **with special approval only in certain areas.**

- Auto/Vehicle sales, new or used (auto, truck, boat, RVs); dealerships w/ sales & service;
- Car wash and auto detailing
- Plant nursery

PLANNING AND ZONING BOARD ACTION REQUESTED

Staff requests that the Planning and Zoning Board provide input and direction on the following items:

1. Types of additional uses for consideration to be allowed within the C-4 zoning district.
2. Location of where certain additional uses may be allowed within the Historic District.
3. Types of approval for certain additional C-2 uses (i.e., special approval)
4. Any additional input or discussions relevant to uses in the C-4 district.