

BOARD OF ADJUSTMENT

CITY OF LAKE CITY

May 14, 2024 at 5:30 PM

Venue: City Hall

AGENDA

The meeting will be held in the City Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, FL 32055. Members of the public may also view the meeting on our YouTube channel. YouTube channel information is located at the end of this agenda.

INVOCATION

ROLL CALL

MINUTES

[i.](#) Meeting Minutes 04-09-2024

EX PARTE COMMUNICATION

OLD BUSINESS- None

NEW BUSINESS- None

WORKSHOP- None

ADJOURNMENT

YouTube Channel Information

Members of the public may also view the meeting on our YouTube channel at:
<https://youtube.com/c/CityofLakeCity>

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public if a person decides to appeal any decision made by the City Council with respect to any matter considered at its meeting or hearings, he or she will need a record of the proceedings, and that, for such purpose, he or she 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.

Pursuant to 286.26, Florida Statutes, persons needing special accommodations to participate in this meeting should contact the City Manager's Office at (386) 719-5768.

BOARD OF ADJUSTMENTS

MEETING MINUTES

Date: 04/09/2024

Roll Call:

Mrs. McKellum- Present Mr. McMahon- Present Mr. Nelson- Present
Mr. Lydick- Present City Attorney- Clay Martin- Present

MINUTES: March 5, 2024 Board of Adjustments Meeting.

Comments or Revisions: None
Motion to approve 03/05/2024 Meeting Minutes by Mrs. McKellum and seconded by Mr. McMahon

Old Business: None

New Business:

Petition # SE24-03 Presented By: Jay Brown, PE, as Agent
As owner or agent and gives address of: 3736 SW 5th Place, Gainesville, FL

Staff Sworn in by: Mr. Martin **Petitioner Sworn in by:** Mr. Lydick

Discussion:

Mr. Young introduced SE24-03, a Special Exception for an RV Park in a Commercial Highway Interchange zoning district. Mr. Young stated that it is conducive for use per section 4.15.2 of the Land Development Regulations with an approved special exception. Mr. Young stated that the City staff had no concerns at this time.

Mr. Brown stated that he has a pretty intensive power point for his presentation. He stated that he is going to go over it fairly quickly and would answer any questions the Board has. He stated that they came in front of the board earlier this year to rezone the property.

Mr. Brown presented the power point. He stated that it is two parcels. He stated that the zoning is CHI. He stated to be able to build the proposed RV Resort they would need a special exception to be approved.

Mr. Brown discussed the Master Plan for the site. He stated that they will be putting in a turn lane. He stated that during the rezoning Mr. Zuber had some concerns with the entrance being close to there entrance. Mr. Brown stated that they moved the entrance down farther along Commerce and will only use the one as an emergency exit. He stated that they wanted to make sure to get the entrance away from the curve for a safer access. He stated that they are proposing about 285 sites for the RV Resort.

Mr. Brown stated that they are going to have a large storm water pond to help with the water coming to the property from the properties from the north. He stated that he was been in touch with Chad Williams concerning the storm water. He stated that Mr. Williams has done a lot of studies in this area due to the way the water natural flows thru there. Mr. Brown stated that they will continue to work with Mr. Williams to make sure they water can move back and forth as needed.

Mr. Brown stated that they are going to have amenities and make this a really nice resort. He asked the Board if they were familiar with the one in MacClenny. He stated that it is going to be like that one.

BOARD OF ADJUSTMENTS

MEETING MINUTES

Mr. Brown stated that there is concurrency with the site. He stated that the site will have to meet all the City codes and SRWMD with storm water. He also stated that this site will help with the recreation part of the comprehensive plan. He stated that it is in compliance with the Comprehensive Plan.

Mr. Brown cover the staff comments from the staff review. He stated they are going to conduct a traffic study and that they will construct a new right turn lane for the site. He covered the comments stated by Chad in the staff review that was provided by the City. He stated that Chad provide a lot of good information about how the water works on that property with the swells and how the water flows back and forth between the properties.

Robert asked Mr. Brown if he wanted to introduce his power point into the record. He stated yes. Mr. Lydick asked if we have an exhibit number. Robert assigned in Exhibit A.

Mr. Lydick asked if there was going to be a limit on how long some can stay. Mr. Brown stated that the plan is for a RV Resort and not intended for long stays. He stated that the owner is very experienced group in designing and running these resorts. Mr. Lydick asked if there was going to be any post boxes. Mr. Brown stated that there were none in the plans.

Mr. Lydick asked about the buffers and if they were going to leave the pines or replant the whole site. Mr. Brown stated that they would be doing some of both.

Public Comment;

Jim Zuber stated that they are enthusiastic about the site and thinks that they have done a great job. He stated that this would be a great time to finish Commerce and pave it and add sidewalks.

Tina Patel stated that they own property by it. She stated that they did have concerns about the traffic flow and how that was going to work and how it would impact them. She stated that they fema is redoing the wetland maps and wanted to make sure that the proposed development would not cause any extra water on there property.

Mr. Brown stated that there is a culvert that connects the two sides of the water and the reason they may not have seen any water because of that. He stated that the culvert will continue to allow water to flow.

Mr. Brown stated that they could help with a side walk on their portion of Commerce.

Motion to close public comment by: Mr. McMahon Seconded by: Mr. McKellum

Motion to Approve SE24-03 by Mr. McMahon and seconded by Mr. Nelson.

Mrs. McKellum: Aye Mr. McMahon: Aye Mr. Nelson: Aye

Mr. Lydick: Aye

Workshop: None

ADJOURNMENT:

Mr. Lydick closed the meeting.

Motion to Adjourn by: Mr. Nelson

Time: 6:50pm

BOARD OF ADJUSTMENTS

MEETING MINUTES

Motion Seconded By: Mr. McMahon

Mr. Lydick, Board Chairperson

Date Approved

Robert Angelo, Secretary

Date Approved

EXHIBIT A (POWERPOINT)



City of Lake City

Board of Adjustments

FOR

Gateway RV Park

April 9, 2024



Presenter

Jay Brown, PE
President &
Principal Engineer

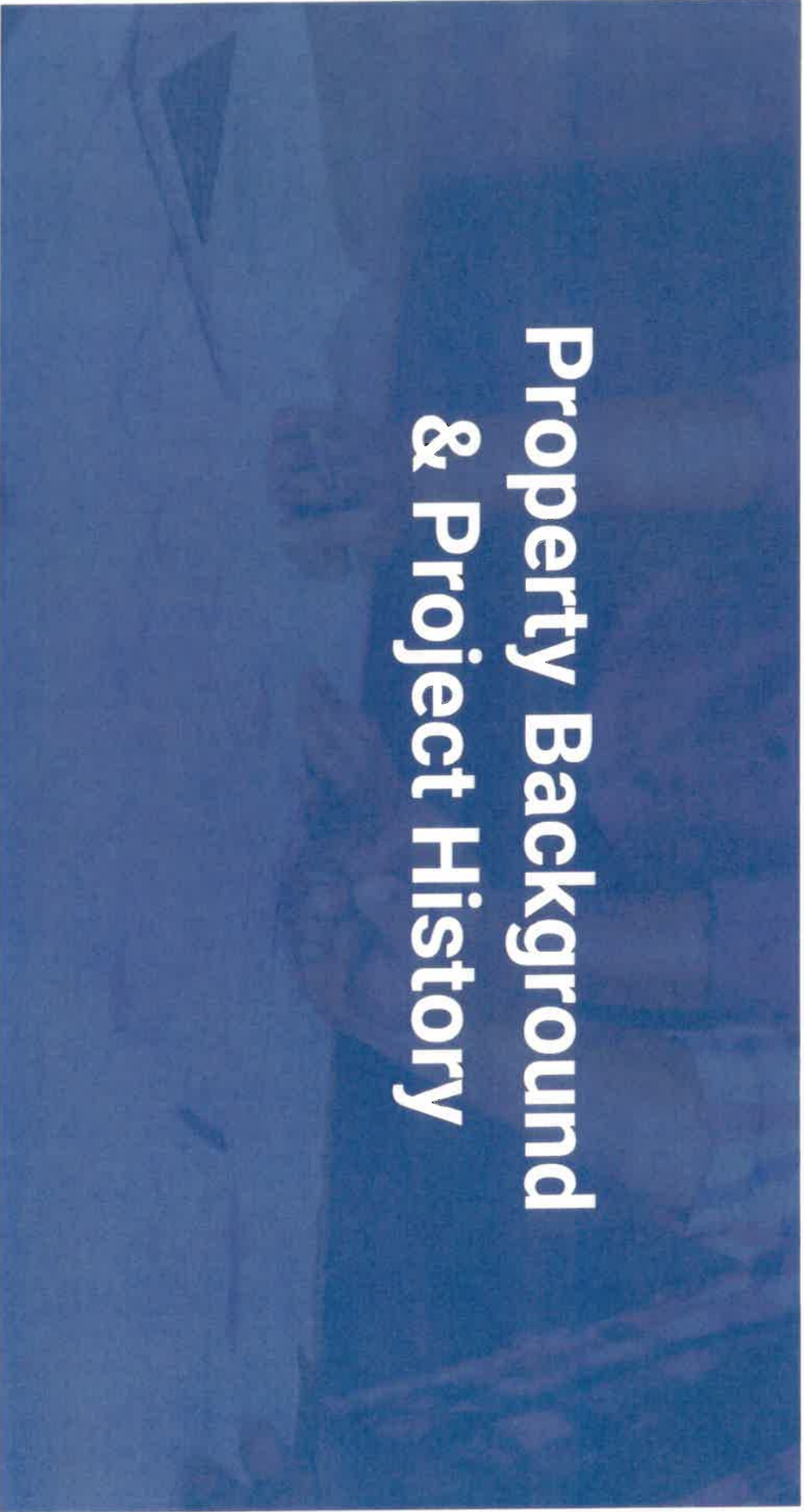


- Founded JBPro in 1995
- Staff of 55
- Specialize in Land Development
- Mix of Private & Public Clients
- Engineering, Surveying, Planning, Landscape Architecture, Construction Services
- Headquartered in Gainesville
- Offices in St Augustine, Tallahassee



Presentation Outline

1. Property Background & Project History
2. Project Request
3. Concurrency, Comprehensive Plan Conformance, LDR Consistency
4. Staff Comments
5. Summary Request



Property Background & Project History

Project Background & History



- Two parcels totaling 34.2 AC
- 02712-001; 8.73 AC
- 02714-009; 25.5 AC

Use: Vacant / Undeveloped Wooded

Location: South of SW Commerce Drive

Current Future Land Use: Commercial

Current Zoning: Commercial, Highway interchange (CHI)

Subject property is near an Established Development Area featuring a diverse mix of uses:

- Office / medical
- Commercial centers
- Hotels / Tourist Uses
- Residential

Existing Zoning

Figure 1: ZONING MAP



Table 1: CURRENT ZONING

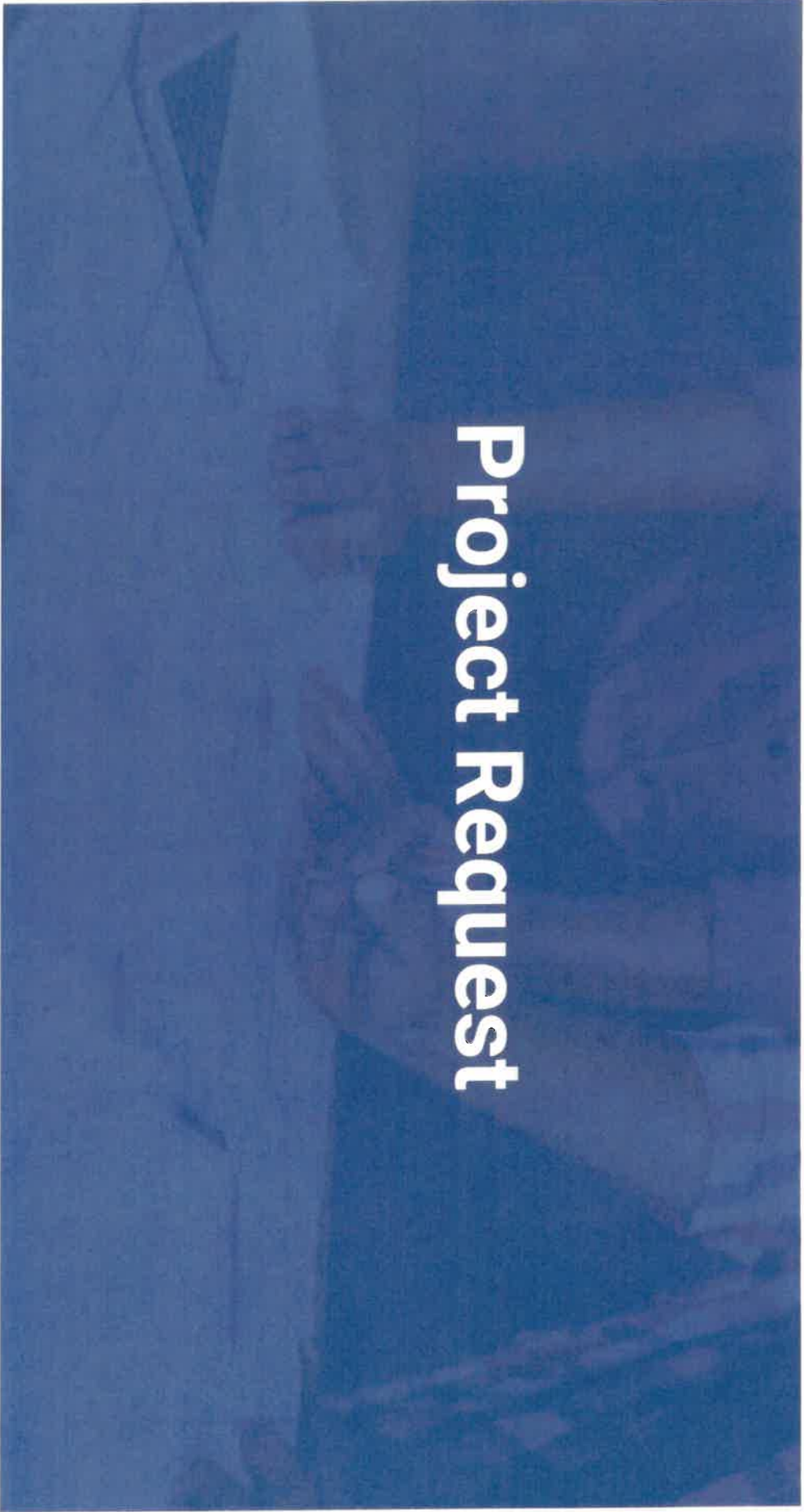
Location	Current Zoning
Subject Properties	CHI-City
North	CHI-City
South	CI-County
East	RSF-2 County RMF-1 County
West	CG-City CI-County

The Commercial, Highway Interchange (CHI) zoning designation is intended for vehicle related uses. The CHI zoning allowable uses include a “travel trailer parks or campgrounds”

The Zoning of the subject property was approved by the City Council on **January 2, 2024**

- Ideal Location near I-75 / US 90
- Heavy Tourist Use
- Supports Local Business
- RV Visitors support local tax base

The proposed recreational vehicle park/campground is perfectly situated for the development of this district.



Project Request

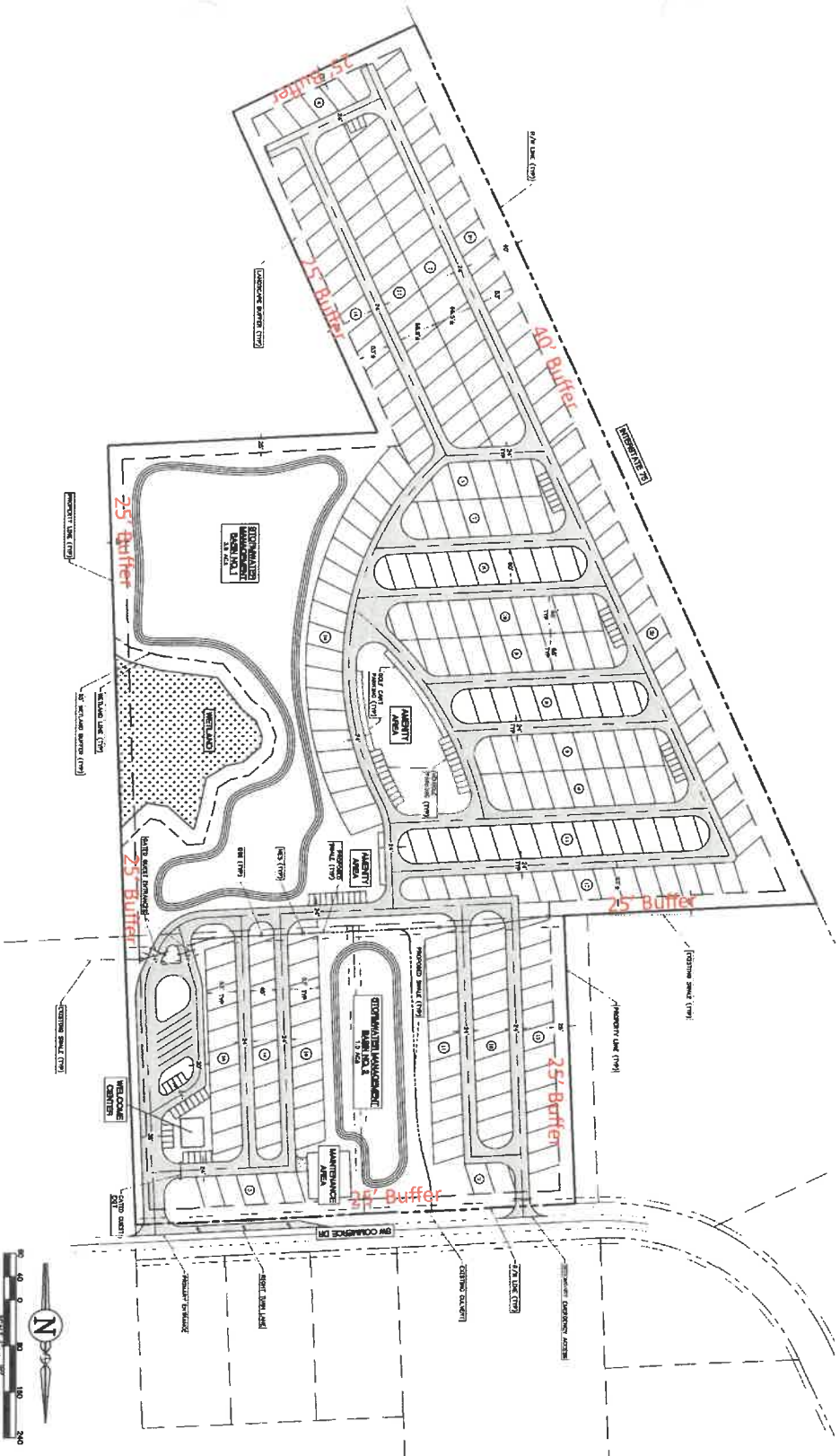
Project Request

This Special Exception application is a request to allow the development of a RV campground in the Commercial, Highway Interchange (CHI) zone. In accordance with the CHI zoning allowable uses per the city's Land Development Regulation 4.15.5, the uses of a "travel trailer parks or campgrounds" are allowed by Special Exception.

The RV campground facility is appropriate for the subject property as it is compatible with the surrounding properties for the following reasons:

1. The Lake City LDR provides guidance for CHI zoned properties allowed under Special Exception, "Travel trailers parks or campgrounds".
2. The subject properties serve as a transitional zone to residential areas located to the east and south.
3. The property location is of adequate size to support viable campgrounds and accommodate natural buffer, stormwater management needs and addresses environmental protection of onsite wetlands.
4. The property has transportation access to SW Commerce Drive which has direct connections to US-90 with a traffic signal proximate to I-75. Providing access to the traveling public without impacting adjacent residential neighborhoods.

Master Plan



- 280 Units +/-
- Buffers to I-75 & Neighboring Properties
- Manage Stormwater & Offsite Runoff
- Wetlands – Buffer & Mitigate
- Amenities
- SW Commerce Dr. Right Turn Lane

Concurrency

Comprehensive Plan Conformance

LDR Consistency

Concurrency

- ❑ The State of Florida growth management legislation establishes **Concurrency Standards** that ensure local governments can adequately provide public facilities to new developments without constraining adopted levels of service.
- ❑ The concurrency analysis considers how the proposed Special Exception will impact public service demands for **Transportation, Sewer, Potable Water, Drainage, Solid Waste, Recreation, and Schools**.

Concurrency Impact Analysis

Table 2: Roadway System – Trip Generation

Motor Vehicle Transportation ¹		Level of Service	
Roadway Facility Type			
Principal Arterial – 2 U.S. 90 / S.R. 10			C
Daily Trip Generation ¹		Number of Units	Total Development
AM Peak Hour = 0.25		300 sites	75 Trips Per Day
PM Peak Hour = 0.41		300 sites	123 Trips Per Day

Source: 2) ITE Trip Generation, Manual 10th Edition, Campground Use

The City of Lake City LDR Policy 13.13.1 establishes LOS for Motor Vehicle Transportation.

Table 2 and Table 3, the maximum number of peak am and pm trips per day will be 123 peak am and pm trips per day

Table 3: Roadway System – Trip Generation

Motor Vehicle Transportation ¹		Level of Service	
Roadway Facility Type			
Minor Arterial – 17 S.R. 247			D
Daily Trip Generation ¹		Number of Units	Total Development
AM Peak Hour = 0.25		300 sites	75 Trips Per Day
PM Peak Hour = 0.41		300 sites	123 Trips Per Day

Source: 1) ITE Trip Generation, Manual 10th Edition, Campground Use

Concurrency Impact Analysis

Table 4: Sanitary Sewer

Unit Type	Number of Units	Maximum Allowed Use Gallons Per Day ¹	Total Use Gallon Per Day ²	Total Difference Gallons Per day
RV Sites	300 units	129,600 gpd	22,500 gpd	107,100 remaining gpd
<i>Based off a LOS of 150 gallons per capita per day</i>				

- 1) Calculated based on number of units $135 \text{ gpd} \times (300 \text{ units} \times 3.2)$. The 3.2 average persons per unit is based on industry standards for campsite occupancy in Florida.
- 2) Based on use standards from FAC 64E-6 7-31-18 for Transient Recreational Vehicle Park which is defined as 75 gallons per unit per day—75 gpd x (300 x 3.2) units.

The total sanitary sewer use of the campground is 22,500 ga per capita per day. Thus, the campground use of sanitary sewer is less than the city's sewers LOS.

The City of Lake City LDR Policy 13.13.2 establishes LOS for Sanitary Sewer.

Table 4 shows the impact the proposed maximum 300 RV sites will have on the Lake City community sanitary sewer system.

Concurrency Impact Analysis

Table 5: Potable Water

Unit Type	Number of Units	Maximum Allowed Use Gallons Per Day ¹	Total Use Gallon Per Day ²	Total Difference Gallons Per day
RV Sites	300 units	135,360 gpd	22,500 gpd	112, 860 remaining gpd

Based off a LOS of 141 gallons per capita per day

1) Calculated on a per unit per day basis using a multiplier of 3.2 persons per unit—141 gpd x 300 units x 3.2 persons per unit. The 3.2 average persons per unit is based on industry standards for campsite occupancy in Florida.

2) Based on use standards from FAC 64E-6 7-31-18 for Transient Recreational Vehicle Park which is defined as 75 gallons per unit per day—75 gpd x 300 units.

The proposed total potable water use of the campground is 22,500 gallons per day. Thus, the campground use of potable water is less than the city's potable water level of service standard.

The City of Lake City LDR Policy 13.13.3 establishes LOS for Potable Water.

Table 5 shows the impact the proposed maximum 300 RV sites will have on the Lake City Utilities potable water system.

Concurrency Impact Analysis

The City of Lake City LDR Policy 13.13.4 establishes LOS for Drainage.

According to Policy 13.13.4.2, all stormwater management projects, other than those that fall within a stream, shall adhere to the standards as specified in Chapter 62-330 (4)(b)2, Florida Administrative Code (Rules of the Florida Department of Environmental Protection) and Chapter 40B-4, Florida Administrative Code (Rules of the Suwannee River Water Management District).

These standards will be met through the site development and construction process.

Concurrency Impact Analysis

Table 6: Solid Waste Concurrency

Unit Type	Number of Units	Total Tons Per Year ¹
RV sites	300 sites	816
Based off a LOS of .85 tons per capita per year		

The City of Lake City LDR Policy 13.13.5 establishes LOS for Solid Waste

¹ Calculated on a per unit per day basis using a multiplier of 3.2 persons per unit— .85 tpy x 300 units x 3.2 persons per unit. The 3.2 average persons per unit is based on industry standards for campsite occupancy in Florida.

Table 6 shows the proposed campground will generate a maximum of 816 tons of solid waste per year.

Concurrency Impact Analysis

The City of Lake City LDR Policy 13.13.6 establishes LOS standards for Recreation.

The Level of Service standard for a recreational vehicle capacity is 1 acre of camp area within a 25-mile radius of the City for every 5,600 people served.

The proposed 34.2 acres for recreational vehicle camping reinforces Policy 13.13.6 recreation level of service standard.

The City of Lake City Comprehensive Plan Objective IX.1, Policy IX.1.1 establishes LOS standards for School Facilities.

As the proposed use is a recreational campground without permanent residents, or eligible students, there will be no impact on LOS for school facilities.

Comprehensive Plan Consistency

- ❑ This special exception proposes to allow an RV campground in the CHI zoning District by Special Exception. The change proposed by this special exception application is **consistent** with the planning goals, objectives, and policies established in the Lake City Comprehensive Plan.
- ❑ The primary planning goals, objectives, and policies that this special exception application implements are outlined. These planning directives promote the development of an **RV campground use within a Commercial Future Land Use category.**

Conformance to the City of Lake City Comprehensive Plan

Future Land Use Element

Policy 1.1.1: The location of higher density residential, high intensity commercial and heavy industrial uses shall be directed to areas adjacent to arterial or collector roads, identified on the Future Traffic Circulation Map, where public facilities are available to support such higher density or intensity.

- The subject property is located along SW Commerce Dr. which intersects with arterial road U.S. Highway 90, a principal arterial, and the adjacent interchange with I-75. The proposed special exception implements this policy by using the property for commercial purposes.

Policy 1.1.3: The City shall continue to allocate amounts and types of land uses for residential, commercial, industrial, public, and recreation to meet the needs of the existing and projected future populations and to locate urban land uses in a manner where public facilities may be provided to serve such urban land uses. (Urban land uses shall be herein defined as residential, commercial, and industrial land use categories).

- The proposed parcels are currently both undeveloped lots with Commercial zoning. The development of an RV park will provide additional commercial uses for the area, driving economic growth and providing opportunity for upward economic mobility to local businesses and jobs for local residents.

Conformance to the City of Lake City Comprehensive Plan

Policy 1.6.2: The City shall continue to include provisions for drainage, stormwater management, open space and safe and convenient on-site traffic flow including the provisions of needed vehicle parking for all development.

- The proposed development will comply with drainage, stormwater management, open space, traffic, and vehicle parking standards outlined in Lake City’s Land Development Regulations and the Suwannee River Water Management District (SRWMD) environmental resource permitting requirements.

Policy 1.6.5: The City shall continue to require that where a commercial or industrial use is erected or expanded on land abutting a residential district, then the proposed use shall provide a landscape buffer. A masonry or wood opaque structure may be substituted for the planted buffer.

- The proposed use would result in a commercial use adjacent to residential uses to the east. The development will comply with the landscape requirements as outlined in Policy 1.6.5 and the City’s Land Development Regulations buffer requirements.

Conformance to the City of Lake City Comprehensive Plan

Traffic Element

Policy II.4.3: Large commercial developments shall be required to provide and/or extend nearby local and collector streets and provide street connections with surrounding residential areas so residents may access the development without traveling on arterial streets.

- The proposed project will comply with Policy II.4.3 as SW Commerce Drive is a local road whereby residential areas can easily access the proposed RV campground.

Recreation and Open Space Element

Goal VI: Secure the provision and maintenance of recreation facilities and open space for citizens and visitors and access to the facilities for all persons, regardless of special need or condition.

- The proposed use would provide a private recreational facility open for both citizens and visitors, providing access to the facilities for all persons, regardless of special need or condition.

Analysis of Section 11.3 of the Land Development Regulations

- An analysis of the City Land Development Regulations was completed to ensure that sustainable growth, community well-being and the efficient utilization of resources can be applied when developing the project

Analysis of Section 11.3 of the Land Development Regulations

- A. Whether the proposed use would be in conformance with the city's comprehensive plan and would have an adverse effect on the comprehensive plan.
Yes, the proposed use will conform to the city's comprehensive plan and is not expected to have an adverse effect on the comprehensive plan. Per the city's Land Development Regulation Section 4.15.5, the use of a "travel trailer parks or campgrounds" are a use allowed by Special Exception.
- B. Whether the proposed use is compatible with the established land use pattern.
The proposed development use is compatible with the established land use pattern. Situated within the Commercial future land use category along the I-75 highway corridor near the I-75/US-90 intersection, the subject property is part of an established development area featuring a diverse mix of recreational facilities, commercial centers, retail establishments, and residential neighborhoods.
- C. Whether the proposed use would materially alter the population density pattern and thereby increase or overtax the load on public facilities such as schools, utilities, and streets.
The City of Lake City Comprehensive Plan Objective IX.1, Policy IX.1.1 establishes level of service standards for school facilities. As the proposed use is a recreational campground without permanent residents, or eligible students, there will be no impact on LOS for school facilities.

Analysis of Section 11.3 of the Land Development Regulations

- D. Whether changed or changing conditions find the proposed use to be advantageous to the community and the neighborhood.
Situated within the Commercial future land use category, these areas draw in the public with hotels, restaurants, commercial centers, and other automobile-focused businesses. The subject properties serve as a transitional zone to residential areas located to the south.
- E. Whether the proposed use will adversely influence living conditions in the neighborhood.
The property has transportation access to SW Commerce Dr. which has direct connections to US 90 with a traffic signal proximate to I-75, thereby providing convenient access to the traveling public without negatively impacting the adjacent residential neighborhoods.
- F. Whether the proposed use will create or excessively increase traffic congestion or otherwise affect public safety.
The property has transportation access to SW Commerce Drive which has direct connections to US-90 with a traffic signal proximate to I-75, thereby providing convenient access to the traveling public without negatively impacting the adjacent residential neighborhoods. Furthermore, in accordance with comprehensive plan Objective 1.5, the proposed parcels are located within the designated urban development area and public facilities including utilities are available to serve the proposed development and ensures safety associated with groundwater contamination and water and sewer line extensions.

Analysis of Section 11.3 of the Land Development Regulations

G. Whether the proposed use will create a drainage problem.

According to Policy 13.13.4.2, all stormwater management projects, other than those that fall within a stream, shall adhere to the standards as specified in Chapter 62-330 (4)(b)2, Florida Administrative Code (Rules of the Florida Department of Environmental Protection) and Chapter 40B-4, Florida Administrative Code (Rules of the Suwannee River Water Management District). These standards will be met through the site development and construction process.

H. Whether the proposed use will seriously reduce light and air to adjacent areas.

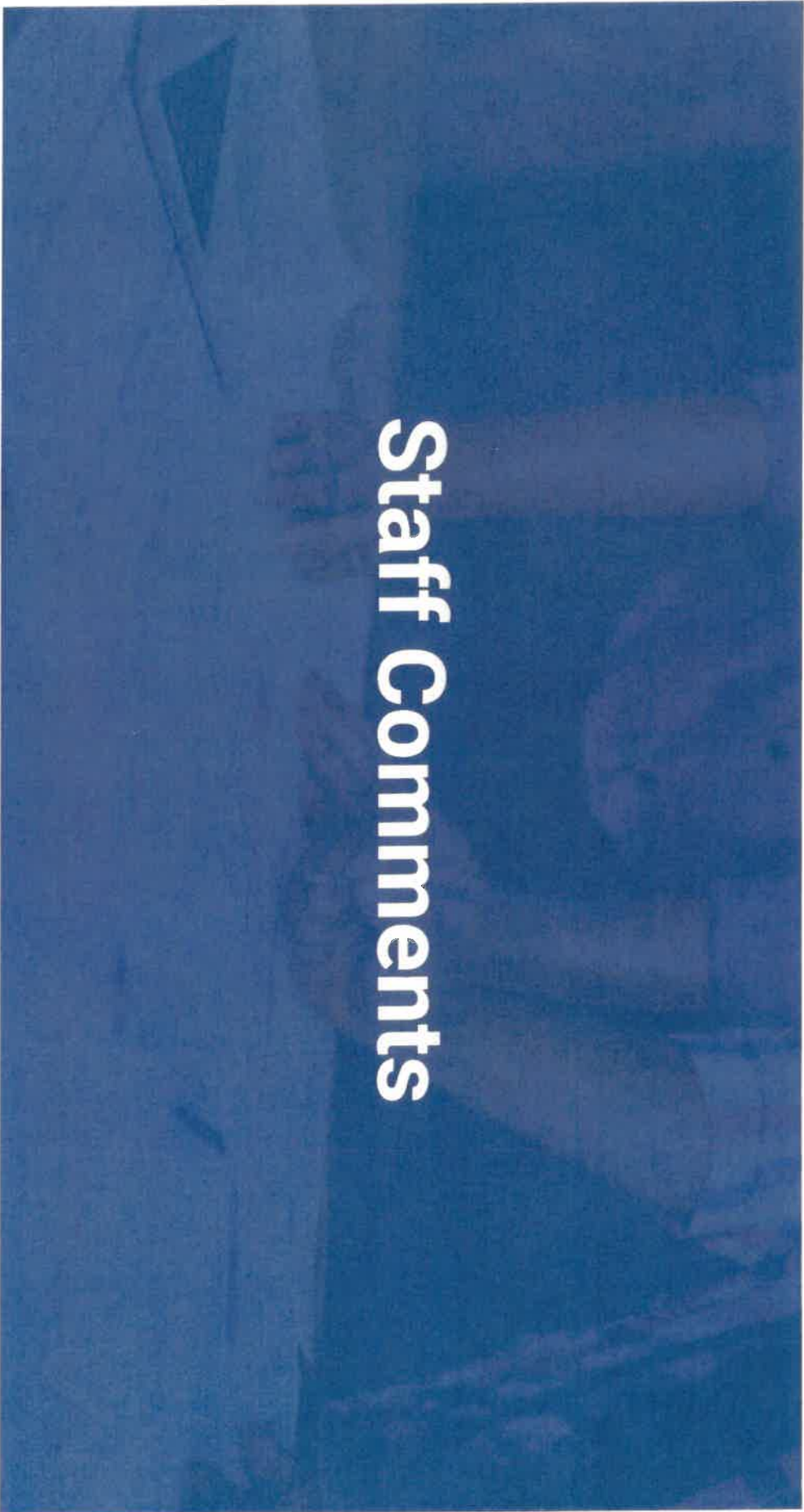
The proposed use is consistent with surrounding uses and is not expected to seriously reduce light and air to adjacent areas.

I. Whether the proposed use will adversely affect property values in the adjacent area.

The RV campground facility is appropriate for the subject property as it is compatible with the surrounding properties. The Lake City Land Development Regulations provides guidance for Commercial, Highway Interchange (CHI) zoned properties allowing under special exception, “travel trailer parks or campgrounds.”

Analysis of Section 11.3 of the Land Development Regulations

- J. Whether the proposed use will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.
Situated within the Commercial future land use category along the I-75 highway corridor near the I-75/US-90 intersection, the subject property is part of an established development area featuring a diverse mix of recreational facilities, commercial centers, retail establishments.
- K. Whether the proposed use is out of scale with the needs of the neighborhood or the community.
The property is currently zoned as Commercial, Highway Interchange (CHI). This zoning distinction is intended for vehicle related uses, primarily serving the traveling public. The proposed recreational vehicle park/campground is perfectly situated for the development of this district.



Staff Comments

City Staff Comments

1. Building Department: No comment at this time.
2. Planning and Zoning: Travel trailer parks or campgrounds require a Special Exception in the Commercial, Highway Interchange (CHI) Zoning District per Section 4.15.5.2 of the Land Development Regulations. The proposed site is in both flood zone X and flood zone A.

Response: Set asides for the stormwater to flow onto the property from the north and a large stormwater management area in the middle of the site to handle the increased stormwater runoff generated by the development.
3. Business License: Will need to apply for business license before opening.

Response: A business license will be obtained before an official opening.
4. Code Enforcement: No codes, liens or violations.
5. Permitting: No comment at this time.
6. Water Department: No concerns at this time
7. Sewer Department: None

City Staff Comments

- 8. Gas Department: None
- 9. Water Distribution/Collection: Good
- 10. Customer Service: A tap application will need to be submitted in order to request city utilities. The utility fee will be calculated upon approval of the tap application.
Response: A tap application will be submitted.
- 11. Public Works: No Comment.
- 12. Fire Department: No issues at this time
- 13. Police Department: No comments at this time
- 14. Suwannee River Management: The project will require an Environmental Resource Permit. We recommend the applicant schedule a pre-application meeting with SRWMD to go over the requirements.
Response: An Environmental Resources Permit will be obtained. A pre-application meeting with SRWMD will be scheduled
- 15. School Board: No comments at this time.

City Staff Comments

16. County: There is concern regarding traffic and stormwater/flooding. More information will be required. This comment is provided by the County Engineer based only on the information contained in the application provided. This response does not constitute the engineer's professional opinion with respect to the project and does not constitute approval of any committee or board of Columbia County. Such options and approvals, if any, shall be as provided by County code or regulations

Response: A traffic study will be provided with the final site development plans. A new right turn lane will be constructed along SW Commerce Dr. to move RV vehicles off of the roadway as they turn into the site. Additionally, the stormwater flooding concerns have been discussed with Mr. Chad Williams of Columbia County. JBPro will coordinate with Mr. Williams to review his stormwater concerns and to be sure to address the offsite stormwater management concerns for offsite runoff that enters the site. Stormwater management will be carefully designed and permitted in the final development plans stage of the project.

Summary Request

To allow the development of an RV campground in the Commercial, Highway Interchange (CHI) zoned parcel as permitted by Section 4.15.5 of the Lake City Land Development Regulations.

Questions?