Town of Lake Hamilton

Town Council Regular Meeting Agenda – August 5, 2025

Time: 6:00 P.M.
Location: Chambers 100 Smith Avenue

Phyllis Hall, Mayor
Robert Mathis, Vice Mayor
Cora Perry Roberson, Council Member Seat 1
Carmen Demanche, Council Member Seat 4

1. CALL TO ORDER

2. INVOCATION

3. PLEDGE TO ALLEGIANCE

4. ROLL CALL

5. PRESENTATION

A. Employee of the Quarter Presentation

B. Citrus Connection Presentation

C. Juneteenth Presentation, Samantha Johnson

D. Presentation by Evergreen Solutions.

E. Police Department Presentation

6. CONSENT AGENDA

Note: Members of the Council may remove items from the Consent Agendas if they wish to discuss them. Requests for removal need to be made known to the Mayor under the Approval of the Order of Business at the beginning of the meeting.

A. July 1, 2025, Regular Council meeting minutes

B. July 8, 2025, Budget Workshop meeting minutes.

C. July 22, 2025, Special Meeting minutes

D. Planning Commission Application

7. PUBLIC COMMENT – NON-AGENDA ITEMS (Limited to 3 Minutes)

Your Town Council welcomes and invites citizens to comment on items (Non- Agenda Items) of community interest/concern or to bring forth areas of personal attention which may not have been fully addressed by Town Staff after prior contact to Town Hall, the Council may immediately act on any item or may request it be placed on a future agenda for further consideration.

8. OLD BUSINESS

A. Second reading and adoption of Ordinance O-2025-XX regarding residential driveway

aprons and pavers.

9. NEW BUSINESS

A. Resolution R-2025-XX Adopting the 2025 Polk County Multi-Jurisdictional Local Mitigation Strategy Update. A Resolution of the Town Council of the Town of Lake Hamilton, Polk County, Florida, adopting the 2025 Polk County Multi-Jurisdictional Local Mitigations Strategy Update.

B. Continued from July 1, 2025 Regular Council Meeting- First Reading of Ordinance O-2025-04 changing the Future Land Use (FLU) from Commercial\Service (CS) to Residential Land M (RL-M) for the Quintana Development. This item was continued from the July 1, 2025 Town Council meeting for the applicant to address traffic and school concurrency concerns.

C. Continued from July 1, 2025 Regular Meeting- First Reading of Ordinance O-2025-05 changing the zoning district from Highway Commercial (C-1) to Planned Unit Development (PUD) for the Quintana development. This item was continued from the July 1, 2025 Regular Town Council meeting for the applicant to address traffic and school capacity concerns.

D. First Reading of Ordinance O-2025-XX regarding amending/repealing Town Code, Sections 16-236 and 16-237 to comply with SB784.

E. First reading of Ordinance O-2025-XX regarding Chapter 8, Buildings and Building Regulations Section 8.1 regarding Certificates of competency and Chapter 28 Taxation, Section 28.21.

F. Resolution authorizing a budget amendment to transfer funds within the Public Works Departments. Resolution of the Town of Lake Hamilton Council of the Town of Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing severability; and providing for an effective date.

G. Consider Interlocal Agreement with Polk County Regarding the Collection of Impact Fees.

H. Police Department Officers Rifle Purchase Program

I. Consider improvements for Veteran's Park and Detour Park for application of the FRDAP Grant.

J. Approve Damage Claim for Preferred Muni- Town of Lake Hamilton/ CAT 78-Hurricane Milton/ Date of Loss: October 10,2024/ PGCS Claim # 432411

K. Discussion Regarding Traffic Concerns on Omaha Street, New Traffic Pattern by Veterans Park.

10. STAFF REPORTS

TOWN ADMINISTRATORS REPORT

TOWN CLERK REPORT

TOWN ATTORNEY REPORT

TOWN COUNCIL COMMENTS

11. ADJOURNMENT

12. Any opening invocation that is offered before the official start of the Town Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Town Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Town Council or the town staff, and the Town is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Person in attendance at the Town Council meeting are invited to stand during the opening ceremony. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the Town Council Chambers or exit the Town Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

Any person desiring to appeal any decision made by the Town Council, with respect to any matter considered at such meeting or hearing, will need a record of the proceedings, and for such purposes, must ensure that a verbatim record and transcript of the proceeding is made in a form acceptable for official court proceedings, which record includes the testimony and evidence upon which the appeal is to be based. It shall be the responsibility of the person desiring to appeal any decision to prepare a verbatim record and transcript at his/her own expense, as the Town does not provide one. (F.S.286.26.105)
ATTN: PERSONS WITH DISABILITIES. In accordance with the American with Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations to participate in this proceeding, please contact the Town Clerks Office at 863-439-1910, at least forty-eight (48) hours prior to the meeting, provide a written request to the Office of the Town Clerk. If you are hearing or speech impaired, please contact the
Florida Relay Service by dialing 7-1-1 or 1-800- 955-8771 (TTY) / 1-800-955-8770 (Voice).

5.A

Town of Lake Hamilton

Town Council

Agenda Summary Report

TO: Town Council

THROUGH:

FROM: Brittney Sandoval, Town Administrator

AGENDA ITEM: Employee of the Quarter Presentation

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Employee of the Quarter Presentation

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

5.B

Town of Lake Hamilton

Town Council
Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: Citrus Connection Presentation

DATE: August 5, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

5.C

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH:

FROM: Brittney Sandoval, Town Administrator

AGENDA ITEM: Juneteenth Presentation, Samantha Johnson

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Juneteenth Presentation, Samantha Johnson

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

5.D

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH:

FROM: Brittney Sandoval, Town Administrator

AGENDA ITEM: Presentation by Evergreen Solutions.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Evergreen Solutions is presenting the results of the paystudy conducted.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: If Council approves the results of the pay study, any changes in wages would be a financial impact.

RECOMMENDATION:

5.E

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Chris Votour, Chief of Police

AGENDA ITEM: Police Department Presentation

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Presentation of awards.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: n/a

RECOMMENDATION:

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: July 1, 2025, Regular Council meeting minutes

DATE: August 5, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

ATTACHMENT(S):
July 1, 2025 Regular Council Meeting agenda meeting minutes.pdf

TOWN OF LAKE HAMILTON MINUTES
TOWN COUNCIL REGULAR MEETING
TUESDAY, JULY 1, 2025
6:00 PM

The Town Council of Lake Hamilton held a Town Council Regular Meeting on Tuesday, July 1, 2025, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER
Mayor Hall called the meeting to order at 6:00 pm.

INVOCATION
Led by Roberson.

PLEDGE TO ALLEGIANCE
Led by all.

ROLL CALL
Hall, Roberson, Mathis, Slavens, and Demanche were present.

CONSENT AGENDA

Note: Members of the Council may remove items from the Consent Agendas if they wish to discuss them. Requests for removal need to be made known to the Mayor under the Approval of the Order of Business at the beginning of the meeting.

June 3, 2025, Regular Council Meeting
Motion made by Slavens and a second by Demanche to approve Consent Agenda with the June 3, 2025 Regular Council Meeting minutes, June 23, 2025 Charter Review meeting minutes, Town Hall meeting minutes, Consider Parks and Recreation Advisory Board recommendation to move the Photo Contest to August and Consider Parks and Recreation Advisory Board recommendation for Veteran's Day Ceremony on November 8, 2025.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

June 23, 2025, Charter Review Committee minutes

Town Hall Meeting Minutes

Consider Parks and Recreation Advisory Board recommendation to move the Photo Contest to August.

Consider Parks and Recreation Advisory Board recommendation for Veteran's Day Ceremony on November 8, 2025.

PUBLIC COMMENT – NON-AGENDA ITEMS (Limited to 3 Minutes)
Michel Demanche commented.
Dr. Ralph Harris commented.
Joshua Collier commented.
Deanne Kyle commented.

Frances Crews commented.

NEW BUSINESS

First Reading of Ordinance O-2025-04 changing the Future Land Use (FLU) from Commercial\ Service (CS) to Residential Land M (RL-M) for the Quintana development.
Community Development Director Ball requested per applicants request to continue Ordinance O-2025-4 to the next hearing date.
Mayor Hall opened for public comments.
The Council asked for a representative to answer questions.
David Schmuttes commented as the applicant's representative.
Ralph Harris commented.
Kieth Pence commented.
Motion made by Slavens and a second by Mathis to continue First Reading of Ordinance O-2025-04 changing the Future Land Use (FLU) from Commercial Service (CS) to Residential Land M (RL-M) for the Quintana development to the August 5, 2025, Regular Council Meeting.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

First Reading of Ordinance O-2025-05 changing the zoning district from Highway Commercial (C-1) to Planned Unit Development (PUD) for the Quintana development.
Community Development Director Ball requested per applicants request to continue Ordinance O-2025-5 to the next hearing date.
Mayor Hall opened for public comments.
The Council asked for a representative to answer questions.
David Schmuttes commented as the applicant's representative.
Ralph Harris commented.
Kieth Pence commented.
Motion made by Slavens and a second by Mathis to continue First Reading of Ordinance O-2025-05 changing the zoning district from Highway Commercial (C-1) to Planned Unit Development (PUD) for the Quintana development to August 5, 2025, Regular Council Meeting.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

First Reading of Ordinance O-2025-06 regarding amendments to Chapter 26, Streets, Sidewalks and other Public Spaces.
Community Development Director Ball presented.
Town Attorney Sabatini read the Ordinance regarding amendments to Chapter 26, Streets, Sidewalks and other Public Spaces for the record.
Council discussed.
Mayor Hall opened for public comments.
Ralph Harris commented.
Motion made by Roberson and a second by Slavens to approve First Reading of Ordinance O-2025-06 regarding amendments to Chapter 26, Streets, Sidewalks and other Public Spaces.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Consider approval of Central Florida Regional Planning Council (CFRPC) Evaluation and Appraisal Report (EAR) and Planning Advisory Services (PAS) contracts.
Community Development Director Ball presented.

Jennifer Codo-Salisbury from Central Regional Planning Committee presented.
Mayor Hall opened for public comments.
Joshua Collier commented.
Motion made by Demanche and a second by Slavens to approve Central Florida Regional Planning Council (CFRPC) Evaluation and Appraisal Report (EAR) and Planning Advisory Services (PAS) contracts.
A roll call vote was taken. Hall aye, Roberson aye, Mathis nay, Slavens aye, and Demanche aye.
Motion passed 4-1.

Resolution authorizing a budget amendment to transfer funds to the Community Development Department.

Resolution of the Town of Lake Hamilton Council of the Town of Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing severability; and providing for an effective date.
Mayor Hall read Resolution for the record.
Council Discussed.
Ralph Harris commented.
Ryan Garaska commented.

Resolution authorizing a Budget Amendment for the Community Development Department to transfer funds from the Contingency budget to CD Professional Services.

A Resolution of the Town Council of the Town of Lake Hamilton, Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.
Town Attorney Sabatini read Resolution title for the record.
Community Development Director Ball presented.
Town Administrator Sandoval presented.
Motion made by Slavens and a second by Roberson to approve Resolution authorizing a Budget Amendment for the Community Development Department to transfer funds from the Contingency budget to CD Professional Services. A Resolution of the Town Council of the Town of Lake Hamilton, Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.
A roll call vote was taken. Hall aye, Roberson aye, Mathis nay, Slavens aye, and Demanche aye.
Motion passed 4-1.

Resolution approving the Water System Asset Management and Fiscal Sustainability Plan.

A Resolution of the Town of Lake Hamilton, Florida, Polk County, Florida, approving the Water System Asset Management and Fiscal Sustainability Plan; authorizing the Town Administrator and Public Works Director to take all actions necessary to effectuate the intent of this Resolution; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.
Town Attorney Sabatini read Resolution title for the record.

Public Works Director Henry presented.
Patrick from Florida Rural Water Association presented.
Town Council discussed.
Motion made by Demanche and a second by Roberson to approve Resolution approving the Water System Asset Management and Fiscal Sustainability Plan. A Resolution of the Town of Lake Hamilton, Florida, Polk County, Florida, approving the Water System Asset Management and Fiscal Sustainability Plan; authorizing the Town Administrator and Public Works Director to take all actions necessary to effectuate the intent of this Resolution; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Resolution authorizing an amendment to the Town's Wastewater Asset Management and Fiscal Sustainability Plan.

A Resolution of the Town Council of the Town of Lake Hamilton, Polk County, Florida, amending the Wastewater Asset Management and Fiscal Sustainability Plan; authorizing the Town Administrator and Public Works Director to take all actions necessary to effectuate the intent of this resolution; providing for repeal of conflicts; providing for severability; and providing for an effective date.

Town Attorney Sabatini read Resolution title for the record.
Public Works Director Henry presented.
Patrick from Florida Rural Water Association presented.
Town Council discussed.
Ralph Harris commented.
Motion made by Slavens and a second by Demanche to approve Resolution authorizing an amendment to the Town's Wastewater Asset Management and Fiscal Sustainability Plan. A Resolution of the Town Council of the Town of Lake Hamilton, Polk County, Florida, amending the Wastewater Asset Management and Fiscal Sustainability Plan; authorizing the Town Administrator and Public Works Director to take all actions necessary to effectuate the intent of this resolution; providing for repeal of conflicts; providing for severability; and providing for an effective date.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Consider Pennoni Contract addendum to Design and Construction Services Proposal for the Monroe St WTP LAKHA24005P.
Town Attorney Sabatini read Resolution title for the record.
Public Works Director Henry presented.
Town Council discussed.
Ralph Harris commented.
Joshua Collier commented.
Motion made by Slavens and a second by Mathis to approve Pennoni Contract addendum to Design and Construction Services Proposal for the Monroe St WTP LAKHA24005P.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Council discussion and staff direction for the White Clay Subdivision regarding access.
Community Development Director Ball presented.

Town Council discussed.
Motion made by Mathis and a second by Roberson to authorize staff to deny access to Kokomo Road for the White Clay Subdivision.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Resolution authorizing a budget amendment for the Police Department's maintenance and repair and uniform budget.

A Resolution of the Town Council of the Town of Lake Hamilton, Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.
Town Attorney Sabatini read resolution title for the record.
Police Chief Votour presented.
Motion made by Roberson and a second by Mathis to approve Resolution authorizing a budget amendment for the Police Department's maintenance and repair and uniform budget. A Resolution of the Town Council of the Town of Lake Hamilton, Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Consider Interlocal Agreement with Polk County Sheriff Department
Police Chief Votour presented.
Motion made by Slavens and a second by Mathis to approve
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Consider options for Traffic Control on Main Street requested by Town Council on June 3, 2025 .
Town Administrator Sandoval presented.
Police Chief Votour commented.
Charles Gunter commented.
Josh Collier commented.
Motion made by Demanche and a second by Slavens to authorize staff to add stops signs on 6th, 8th and Broadway on main street.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Consider approval of Parks and Recreation Advisory Board recommendation of placement of 4 dog waste stations.
Town Administrator Sandoval presented.

Motion made by Demanche and a second by Roberson to approve as amended Parks and Recreation Advisory Board recommendation of placement of 4 dog waste stations and to purchase from the contingency fund.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

Consider Charter Review Committee recommendations.
Town Attorney Sabatini presented.
Town Council discussed.
Motion made by Demanche and a second by Slavens to approve Charter Review Committee recommendations.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

STAFF REPORTS

Town Administrator Sandoval presented staff reports to the Council. She requested Council for the approval of for the purchase contract and do a lien search on the property 50 Omaha Street. **Motioned made by** Mathis and second by Slavens to approve the purchase contract and do a lien search on the property 50 Omaha Street. **All in consensus 5-0**

She also would like to have a Budget Workshop on July 8, 2025, all in consensus. She also informed the Council that the pay study will be ready to present in the August meeting. She also informed on July 3rd the office will be closed at 2 am for the Independence Day event and fireworks will be at 9:15pm. The Kickball tournament was rescheduled to July 19. The back-to-school splash event will be at the same time as the photo contest. Town hall will be closed for July 4, 2025. She also requested council for a Special Meeting on July 22, 2025, at 5:00pm to hearing date for the millage rate, Council was in consensus.

Town Clerk Borja announced to the Council there will be no Chamber Luncheon and no Ridge League Dinner meetings in the month of July.

She also asked the council who they would like to nominate for the Florida League of Cities Conference grant/scholarship.

Motion made by Roberson and second by Mathis to nominate Mayor Hall. **All in consensus 5-0**

She also requested the Council to have the September Regular Council Meeting on Tuesday, September 9, 2025, due to Labor Day.

Motioned made by Mathis and second by Slavens to have the Regular Council Meeting to Tuesday, September 9, 2025. **All in consensus 5-0**

Town Attorney Sabatini introduced the Gavin new attorney in the firm.
Council Member Roberson commented on Detour Park drainage issues.
Motion made by Roberson and a second by Mathis to approve to add a 3 way stop sign on Martin Luther King Ave and Gunter.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and Demanche aye.
Motion passed 5-0.

ADJOURNMENT

Mayor Hall adjourned the meeting at 9:09 pm.

Any opening invocation that is offered before the official start of the Town Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Town Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Town Council or the town staff, and the Town is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Person in

attendance at the Town Council meeting are invited to stand during the opening ceremony. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the Town Council Chambers or exit the Town Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

Any person desiring to appeal any decision made by the Town Council, with respect to any matter considered at such meeting or hearing, will need a record of the proceedings, and for such purposes, must ensure that a verbatim record and transcript of the proceeding is made in a form acceptable for official court proceedings, which record includes the testimony and evidence upon which the appeal is to be based. It shall be the responsibility of the person desiring to appeal any decision to prepare a verbatim record and transcript at his/her own expense, as the Town does not provide one. (F.S.286.26.105)
ATTN: PERSONS WITH DISABILITIES. In accordance with the American with Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations to participate in this proceeding, please contact the Town Clerks Office at 863-439-1910, at least forty-eight (48) hours prior to the meeting, provide a written request to the Office of the Town Clerk. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1 or 1-800- 955-8771 (TTY) / 1-800-955-8770 (Voice).

ATTEST:

_____
Phyllis Hall, Mayor

_____
Jacqueline Borja, Town Clerk

_____
Brittney Sandoval, Town Administrator

6.B

Town of Lake Hamilton

Town Council
Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: July 8, 2025, Budget Workshop meeting minutes.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

ATTACHMENT(S):
July 8, 2025 Budget Workshop Meeting minutes.pdf

TOWN OF LAKE HAMILTON
MINUTES
TOWN COUNCIL BUDGET WORKSHOP MEETING
TUESDAY, JULY 8, 2025
5:00 PM

The Town Council of Lake Hamilton held a Workshop Meeting on Tuesday, July 8, 2025, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER

Mayor Hall called the meeting to order at 5:05 p.m.

ROLL CALL

Council Member Patrick Slavens, Cora Roberson and Mayor Phyllis Hall were present. Vice Mayor Robert Mathis arrived at 5:12pm. Council Member Carmen Demanche was absent.
Staff: Town Administrator Brittney Sandoval, Attorney Francesca Sabatini, Town Clerk Jacqueline Borja, Finance Director Dell Peterson, Community Development Director Jeff Ball, Parks & Recreation Mathew Jones and Public Works Director Patrick Henry.

BUDGET WORKSHOP BUSINESS

Town Administrator Sandoval started the presentation.

Town Clerk Borja presented.

Finance Director Peterson presented.

Chief of Police Votour presented.

Parks & Recreation Jones presented.

Public Works Director presented.

Community Development Director Jeff Ball presented.
Town Administrator Brittney Sandoval presented.
Council Discussed with staff.

ADJOURNMENT:

Motion made by Slavens and a second by Mathis to adjourn the meeting at 7:07 PM. **Motion Passed 4-0.**

ATTEST:

_____
Phyllis Hall, Mayor

_____
Jacqueline Borja, Town Clerk

_____
Brittney Sandoval, Town Administrator

Minutes prepared by Jacqueline Borja

6.C

Town of Lake Hamilton

Town Council
Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: July 22, 2025, Special Meeting minutes

DATE: August 5, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

ATTACHMENT(S):
July 22, 2025 Special Meeting minutes.pdf

TOWN OF LAKE HAMILTON MINUTES TOWN COUNCIL SPECIAL MEETING TUESDAY, JULY 22, 2025 5:00 PM

The Town Council of Lake Hamilton held a Town Council Special Meeting on Tuesday, July 22, 2025, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER

Mayor Hall called the meeting to order at 5:01 pm.

INVOCATION

Led by Council Member Patrick Slavens.

PLEDGE OF ALLEGIANCE

Led by all.

ROLL CALL

Hall, Mathis, Slavens, were present. Roberson and Demanche were absent.

SPECIAL MEETING BUSINESS

Resolution 2025-XX Resolution Setting of Budget Hearing Date and Tentative Millage Certification

Town Attorney read the title for the record.
Town Director Peterson presented.
Town Clerk Borja commented.
Motion made by Mathis and a second by Slavens to approve Resolution 2025-XX Resolution Setting of Budget Hearing Date and Tentative Millage Certification
A roll call vote was taken. Mathis aye, Slavens aye, and Hall aye. **Motion passed 3-0.**

Resolution R-2025-XX Council Virtual Attendance

Town Attorney read the title for the record.
Town Clerk Borja presented.
Motion made by Slavens and a second by Mathis to approve as amended Resolution R- 2025-XX Council Virtual Attendance with changes to section 9 removing the expiration date.
A roll call vote was taken. Hall aye, Mathis aye, Slavens aye, and . **Motion passed 3-0.**

ADJOURNMENT

Mayor Hall adjourned the meeting at 5:17pm.

Any opening invocation that is offered before the official start of the Town Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Town Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Town Council or the town staff, and the Town is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the Town Council meeting are invited to stand during the opening ceremony. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the Town Council Chambers or exit the Town Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or

witness the opening invocation and/or the recitation of the Pledge of Allegiance.

Any person desiring to appeal any decision made by the Town Council, with respect to any matter considered at such meeting or hearing, will need a record of the proceedings, and for such purposes, must ensure that a verbatim record and transcript of the proceeding is made in a form acceptable for official court proceedings, which record includes the testimony and evidence upon which the appeal is to be based. It shall be the responsibility of the person desiring to appeal any decision to prepare a verbatim record and transcript at his/her own expense, as the Town does not provide one. (F.S. 286.26.105)

ATTN: PERSONS WITH DISABILITIES. In accordance with the American with Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations to participate in this proceeding, please contact the Town Clerks Office at 863-439-1910, at least forty-eight (48) hours prior to the meeting, provide a written request to the Office of the Town Clerk. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1 or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice).

ATTEST:

_____
Phyllis Hall, Mayor

_____
Jacqueline Borja, Town Clerk

_____
Brittney Sandoval, Town Administrator

6.D

Town of Lake Hamilton

Town Council
Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: Planning Commission Application

DATE: August 5, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

ATTACHMENT(S):
20250804152634.pdf

TOWN OF LAKE HAMILTON
ADVISORY BOARD
APPLICATION

Select One Advisory Board: ☑

☐ Charter Review Committee ☑ Planning and Zoning Board ☐ Centennial Committee
☐ Zoning Adjustments & Appeals Board ☐ Parks & Recreation Advisory Board

ONLY Lake Hamilton Residents shall be appointed to Town Advisory Boards.

Name: Garrett Witherington Email: gwimode3@msn.com
Physical Address: 327 Omaha Street
Mailing Address: PO Box 596
Home Phone #: NA Cell #: 863-557-7512
Employer: Publix Super Markets

Please answer the following Questions:

Are you a resident in the Town of Lake Hamilton? Yes ☑ No ☐
Are you currently a Homeowner ☑ or Renter ☐ in the Town of Lake Hamilton?
Are you a registered voter in the Town of Lake Hamilton? Yes ☑ No ☐
How long have you lived in Lake Hamilton? Years/Months: 16 years, 3 Months
Are you currently or have you ever served on any government Advisory Board? Yes ☐ No ☑
If yes, which government agency?
Are you currently employed by a government agency? Yes ☐ No ☑
If yes, which government agency?
Have you ever been convicted of a felony? Yes ☐ No ☑
If yes, please provide documentation of restoration of rights from the state clemency board.

Please note: Per Florida Statutes 112.3145, any individual appointed to an advisory board within a municipality shall be required to submit a Disclosure of Financial Interest Statement, CE Form 1, annually to the Supervisor of Elections of Polk County on or before July 1st of each year.

Applicant's Signature: Date: 7/31/25

When completed and filed with the Town Clerk's Office, this document is a public record under Chapter 119, Florida Statutes, and therefore is open to public inspection.

Return form to: Town Clerk's Office
Town Hall
100 Smith Avenue - P.O. Box 126
Lake Hamilton Florida, 33851

OFFICE USE ONLY

Mayor's recommendation for applicant to serve on selected advisory board? Yes ☐ No ☐

Adviory Board Appointment: ☐ Appointment ☐ Reappointment

Date of Appointment: ☐ Primary ☐ Alternate

Mayor's Signature Date

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: Second reading and adoption of Ordinance O-2025-XX regarding residential driveway aprons and pavers.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA, PERTAINING TO CHAPTER 26, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES; AMENDING SECTION 6, USE OF AND/OR CONSTRUCTION OF RESIDENTIAL DRIVEWAY APRONS WITHIN TOWN RIGHTS-OF-WAY; REQUIRING THE USE OF CERTAIN CURBING STANDARDS OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON; DECLARING THIS ORDINANCE IS INTENDED TO SECURE AND PROMOTE THE PUBLIC HEALTH, SAFETY, WELFARE AND QUALITY OF LIFE OF THE PUBLIC; INCLUDING A STANDARD PROHIBITING PAVERS WITHIN THE TOWNS RIGHT-OF-WAY; PROVIDING FOR A WAIVER PROCESS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

CONSENT AGENDA ☐ **OLD BUSINESS** ☒ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: See attached Business Impact Statement.

RECOMMENDATION:

ATTACHMENT(S):
Lake Hamilton Paver Adoption Ordinance Clean Copy.pdf
Lake Hamiton Paver Ordinance Underline and Strikethrough.pdf
Business Impact Estimate- Paver.pdf

ORDINANCE 0-25-06

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA, PERTAINING TO CHAPTER 26, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES; AMENDING SECTION 6, USE OF AND/OR CONSTRUCTION OF RESIDENTIAL DRIVEWAY APRONS WITHIN TOWN RIGHTS-OF-WAY; REQUIRING THE USE OF CERTAIN CURBING STANDARDS OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON; DECLARING THIS ORDINANCE IS INTENDED TO SECURE AND PROMOTE THE PUBLIC HEALTH, SAFETY, WELFARE AND QUALITY OF LIFE OF THE PUBLIC; INCLUDING A STANDARD PROHIBITING PAVERS WITHIN THE TOWNS RIGHT-OF-WAY; PROVIDING FOR A WAIVER PROCESS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

Whereas, Section 163.3167(c) Florida Statutes, empowers the Town to adopt land development regulations to guide the growth and development of the Town, and to amend such regulations from time to time; and

Whereas, the Town Council of the Town of Lake Hamilton has determined it necessary and desirable to revise and amend the regulations encompassed by the Land Development Code of the Town relating to streets, sidewalks, and other public spaces; and

Whereas, pursuant to Section 166.041(c)2 Florida Statutes, the Town Council has held two public hearings to amend the Land Development Code of the Town of Lake Hamilton; and

Whereas, the public hearings were advertised and held with due public notice to obtain public comment; and having considered all written and oral comments received during the public hearings the Town Council finds that the changes are necessary and appropriate to the needs of the Town

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

1. Chapter 26, Streets, Sidewalks, and other Public Spaces is hereby amended and shall read as shown in Exhibit "A" attached hereto and made a part hereof.
2. All ordinances in conflict herewith are repealed to the extent necessary to give this ordinance full force and effect.
3. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.
4. It is the intent of the Town Council that the provisions of Exhibit "A" to this Ordinance shall become codified and made a part of the Code of Ordinances of the Town of Lake Hamilton, Florida, and the sections cited in this Ordinance and set forth in Exhibit "A" hereto may be renumbered, reformatted or re-lettered to accomplish such intention.
5. This Ordinance shall take effect immediately upon its adoption by the Town of Lake Hamilton, Florida.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this 1 day of July 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this 5 day of August 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

Record of Vote	**Yes**	**No**
Hall	____	____
Roberson	____	____
Mathis	____	____
Slavin	____	____
Demanche	____	____

ORDINANCE 0-25-06
Exhibit "A"

Chapter 26, Streets, Sidewalks, and other Public Spaces.

Sec. 26-1. Curb cuts.

(A) Regulations. In order to promote the safety of motorists and pedestrians, and to minimize traffic congestion and conflict by reducing the potential points of contact, the following regulations shall apply:

(1) Residential driveways intended for vehicular use to and/or from a public street shall not exceed 24 feet in width, nor be less than ten feet, at the right-of-way line, or 3 feet from any side property line, except as may otherwise be provided. An accessory parking pad max width is 10 feet.

(a) Surface Materials: New residential driveways and parking areas shall be constructed of asphalt, ornamental pavers, or concrete and shall be maintained as a durable, dust free surface at all times. Driveway aprons constructed within the Town's Right of Way shall be constructed of concrete. Ornamental pavers are prohibited. If an existing driveway apron needs to be replaced, it will be replaced with concrete, at the discretion of the Town's Public Works Director.

(2) The maximum number of curb cuts on to private property permitted onto any publicly or privately maintained street shall be:

Lot Width of Abutting Street	Number of Cuts
Less than 60 feet	1
60 feet to 150 feet	2
Over 150 feet	2, plus 1 for each additional 60 feet

(3) No curb cut or driveway apron shall be permitted nearer than 30 feet to any intersecting street curb or the proposed location of an intersecting street curb.

(4) There shall be a minimum of 20 feet between any two curb cuts on the same street and the same property. There shall be a minimum of ten feet between curb cuts at the property line on adjoining properties in commercial districts.

(B) Permit. No curb cut shall be made, nor any driveway apron placed until a permit has been applied for and issued by the Building Department An applicant shall submit with his application any and all necessary drawings and descriptive material showing not less than the location, width, number, shape, thickness, material, and elevations of grade at the property line and at each end of the curb cut or apron, in sufficient detail and accuracy that the building inspector may determine that these and any other legal requirements of the town are, or are not, met. No curb cut or apron shall be permitted which will permit surface

drainage to run from a public right-of-way onto private property unless a public utility or drainage easement exists or is provided.

(C) New residential subdivisions (excluding townhomes) require Type “F” curb. (as detailed in FDOT Design Standards) The Public Works Director, at their discretion, may allow alternative designs based on sound engineering principles and as may be necessary to protect the public health, safety, and welfare.

ORDINANCE 0-25-06

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA, PERTAINING TO CHAPTER 26, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES; AMENDING SECTION 6, USE OF AND/OR CONSTRUCTION OF RESIDENTIAL DRIVEWAY APRONS WITHIN TOWN RIGHTS-OF-WAY; REQUIRING THE USE OF CERTAIN CURBING STANDARDS OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON; DECLARING THIS ORDINANCE IS INTENDED TO SECURE AND PROMOTE THE PUBLIC HEALTH, SAFETY, WELFARE AND QUALITY OF LIFE OF THE PUBLIC; INCLUDING A STANDARD PROHIBITING PAVERS WITHIN THE TOWNS RIGHT-OF-WAY; PROVIDING FOR A WAIVER PROCESS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

Whereas, Section 163.3167(c) Florida Statutes, empowers the Town to adopt land development regulations to guide the growth and development of the Town, and to amend such regulations from time to time; and

Whereas, the Town Council of the Town of Lake Hamilton has determined it necessary and desirable to revise and amend the regulations encompassed by the Land Development Code of the Town relating to streets, sidewalks, and other public spaces; and

Whereas, pursuant to Section 166.041(c)2 Florida Statutes, the Town Council has held two public hearings to amend the Land Development Code of the Town of Lake Hamilton; and

Whereas, the public hearings were advertised and held with due public notice to obtain public comment; and having considered all written and oral comments received during the public hearings the Town Council finds that the changes are necessary and appropriate to the needs of the Town

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

1. Chapter 26, Streets, Sidewalks, and other Public Spaces is hereby amended and shall read as shown in Exhibit "A" attached hereto and made a part hereof.
2. All ordinances in conflict herewith are repealed to the extent necessary to give this ordinance full force and effect.
3. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.
4. It is the intent of the Town Council that the provisions of Exhibit "A" to this Ordinance shall become codified and made a part of the Code of Ordinances of the Town of Lake Hamilton, Florida, and the sections cited in this Ordinance and set forth in Exhibit "A" hereto may be renumbered, reformatted or re-lettered to accomplish such intention.
5. This Ordinance shall take effect immediately upon its adoption by the Town of Lake Hamilton, Florida.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of _____ 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of _____ 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

Record of Vote	**Yes**	**No**
Hall	____	____
Roberson	____	____
Mathis	____	____
Slavin	____	____
Demanche	____	____

ORDINANCE 0-25-06
Exhibit "A"

Chapter 26, Streets, Sidewalks, and other Public Spaces.

Sec. 26-1. Curb cuts.

(A) Regulations. In order to promote the safety of motorists and pedestrians, and to minimize traffic congestion and conflict by reducing the potential points of contact, the following regulations shall apply:

(1) Residential driveways intended for vehicular use to and/or from a public street shall not exceed 24 feet in width, nor be less than ten feet, at the right-of-way line, or 3 feet from any side property line, except as may otherwise be provided. An accessory parking pad max width is 10 feet.

(a) Surface Materials: New residential driveways and parking areas shall be constructed of asphalt, ornamental pavers, or concrete and shall be maintained as a durable, dust free surface at all times. Driveway aprons constructed within the Town's Right of Way shall be constructed of concrete. Ornamental pavers are prohibited. If an existing driveway apron needs to be replaced, it will be replaced with concrete, at the discretion of the Town's Public Works Director.

(2) The maximum number of curb cuts on to private property permitted onto any publicly or privately maintained street shall be:

Lot Width of Abutting Street	Number of Cuts
Less than 60 feet	1
60 feet to 150 feet	2
Over 150 feet	2, plus 1 for each additional 60 feet

(3) No curb cut or driveway apron shall be permitted nearer than 30 feet to any intersecting street curb or the proposed location of an intersecting street curb.

(4) There shall be a minimum of 20 feet between any two curb cuts on the same street and the same property. There shall be a minimum of ten feet between curb cuts at the property line on adjoining properties in commercial districts.

(B) Permit. No curb cut shall be made, nor any driveway apron placed until a permit has been applied for and issued by the Building Department An applicant shall submit with his application any and all necessary drawings and descriptive material showing not less than the location, width, number, shape, thickness, material, and elevations of grade at the property line and at each end of the curb cut or apron, in sufficient detail and accuracy that the building inspector may determine that these and any other legal requirements of the town are, or are not, met. No curb cut or apron shall be permitted which will permit surface

drainage to run from a public right-of-way onto private property unless a public utility or drainage easement exists or is provided.

(C) New residential subdivisions (excluding townhomes) require Type “F” curb. (as detailed in FDOT Design Standards) The Public Works Director, at their discretion, may allow alternative designs based on sound engineering principles and as may be necessary to protect the public health, safety, and welfare.

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on Lake Hamilton's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: Paver Ordinance

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means Lake Hamilton is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance. If no boxes are checked, the Business Impact Estimate Requirements Section will be completed. Lake Hamilton may, in its own discretion, determine to perform a Business Impact Estimate for ordinances exempted per Florida Statutes. This Business Impact Estimate may be revised following its initial posting.

REASON EXEMPTED FROM BUSINESS IMPACT ESTIMATE REQUIREMENTS

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  a. Development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
  b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
  c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

[1] See Section 166.041(4)(c), Florida Statutes.

BUSINESS IMPACT ESTIMATE REQUIREMENTS

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, Lake Hamilton hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The proposed ordinance will clarify that new residential driveway aprons cannot be constucted with pavers. It will reduce the cost to the Town if it needs to be replaced for work conducted within the ROW. It also establishes a waiver process.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in Lake Hamilton, if any:
   (a) An estimate of direct compliance costs that businesses may reasonably incur;
   (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
   (c) An estimate of Lake Hamilton's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

   It is anticipated that replacement costs will be reduced as pavers are more expensive than concrete.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

   Impacts will be negligible and will cost less.

4. Additional information the governing body deems useful (if any):
   [*You may wish to include in this section the methodology or data used to prepare the Business Impact Estimate.*

   N\A

9.A

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH:

FROM: Brittney Sandoval, Town Administrator

AGENDA ITEM: Resolution R-2025-XX Adopting the 2025 Polk County Multi-Jurisdictional Local Mitigation Strategy Update.
A Resolution of the Town Council of the Town of Lake Hamilton, Polk County, Florida, adopting the 2025 Polk County Multi-Jurisdictional Local Mitigations Strategy Update.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: This Resolution is adopting the Local Mitigation Strategy Update that was adopted by the county. The adoptions are required for eligibility of Hazard Mitigation grants and programs.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

ATTACHMENT(S):
Resolution_R-2025-XX_LMS.pdf
08 LMS Adoption and Support ADA.docx
2025-080.pdf
FDEM.Polk.APA.6-19-25.pdf

RESOLUTION R-2025-XX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA ADOPTING THE 2025 POLK COUNTY MULTI-JURISDICTIONAL LOCAL MITIGATION STRATEGY UPDATE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, areas of Polk County, including the Town of Lake Hamilton, are vulnerable to the human and economic costs of natural, technological, and societal disasters; and

WHEREAS, the Town Council of the Town of Lake Hamilton realizes the importance of reducing or eliminating those vulnerabilities for the overall public health, safety, and welfare of the community; and

WHEREAS, a Local Mitigation Strategy presents a unified strategy to build a disaster-resilient community; and

WHEREAS, State, local and tribal governments are required by Federal law (Title 42, Part 68 of the United States Code and Title 44, Part 201 of the Code of Federal Regulations) to adopt a hazard-mitigation plan as a condition for receiving certain types of emergency or nonemergency disaster assistance; and

WHEREAS, the Disaster Mitigation Act of 2000 requires each local jurisdiction to have either its own local mitigation strategy or to actively participate in the development and maintenance of multi-jurisdictional mitigation strategy; and

WHEREAS, the Town of Lake Hamilton actively participated in the development and maintenance of the Polk County Local Mitigation Strategy as adopted in 2002, 2005, 2010, 2015, and 2020 and

WHEREAS, the Town of Lake Hamilton has actively participated in the 2025 update to the Local Mitigation Strategy through the Polk County Local Mitigation Strategy Working Group, which has established a comprehensive, coordinated planning process to eliminate or decrease these vulnerabilities; and

WHEREAS, Town of Lake Hamilton representatives and staff have identified, justified, and prioritized proposed projects and programs needed to mitigate the vulnerabilities of the Town of Lake Hamilton to the impacts of future disasters; and

WHEREAS, the Polk County 2025 Multi-Jurisdictional LMS incorporated these proposed projects and programs into the update that has been prepared and issued for consideration and adoption by the jurisdictions of Polk County; and

WHEREAS, the State of Florida Division of Emergency Management has issued an "Approval Pending Adoption" of the Polk County 2025 Multi-Jurisdictional Local Mitigation Strategy.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Lake Hamilton:

1. The above recitals are true and correct and incorporated herein by reference.

2. The Town Council of the Town of Lake Hamilton hereby accepts and adopts its designated portion of the "Polk County 2025 Multi-Jurisdictional LMS".

3. Agency personnel of the Town of Lake Hamilton shall pursue available funding opportunities for implementation of the proposals and projects designated therein.

4. Agencies and organizations within the Town of Lake Hamilton will, upon receipt of such funding or other necessary resources, seek to implement proposals contained in the LMS.

5. The Town of Hamilton will continue to participate in the updating and expanding of the LMS in future years.

6. The Town of Lake Hamilton will encourage businesses, industries, and community groups operating within Polk County to also participate in the updating and expansion of the LMS in the years ahead.

7. The Town of Lake Hamilton will continue to participate in the furtherance of public involvement opportunities.

8. All Resolutions in conflict herewith are repealed to the extent necessary to give this Resolution full force and effect.

9. Should any section, paragraph, clause, sentence, item, word or provision of this Resolution be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Resolution as a whole or any part hereof, not so declared to be invalid.

10. This Resolution shall take effect immediately upon its adoption.

INTRODUCED and PASSED at the regular meeting of the Town Council of Lake Hamilton, Florida, held this 5th day of August 2025.

TOWN OF LAKE HAMILTON, FLORIDA

PHYLLIS HALL, MAYOR

ATTEST:

JACQUELINE BORJA, TOWN CLERK

Approved as to form:

ANTHONY SABATINI. TOWN ATTORNEY

Record of Vote	Yes	No
Roberson		
Mathis		
Slavens		
Demanche		
Hall		

SECTION VIII – LMS ADOPTION AND SUPPORT

44 Code of Federal Regulations

44 CFR §201.6(c)(5): Documentation that the LMS has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County Commissioner, Tribal Council). For Multi-Jurisdictional plans, each jurisdiction requesting approval of the LMS must document that it has been formally adopted.

Plan Adoption

The LMS Working Group will submit the Polk County 2025 Multi-Jurisdictional LMS to the Florida Division of Emergency Management (FDEM) for review and approval. FDEM has the authority to review the LMS on behalf of the Federal Emergency Agency (FEMA). FDEM utilizes the Local Hazard Mitigation LMS Review Tool, which includes Polk County's 2025 LMS Crosswalk. Following notification of "Approval Pending Adoption" of the 2025 Update by FDEM and FEMA, Polk County, its jurisdictions, and all participating agencies as outlined in Section I may formally adopt the 2025 Polk County Multi-Jurisdictional Local Mitigation Strategy.

Adoption by Jurisdictions

The Polk County Clerk of the Circuit Court and each jurisdiction's Clerk (or other official keeper of records) shall maintain original signed copies of resolutions adopting the Polk County 2025 Multi-Jurisdictional Local Mitigation Strategy (LMS). All jurisdictions must follow the participation requirements described in Section III to remain in good standing with the Polk County 2025 Multi-Jurisdictional LMS. An executed adoption resolution along with compliance with LMS participation rules qualifies partners to submit qualified mitigation projects for Federal funding consideration. The LMS Working Group anticipates adoption by the following jurisdictions:

- Polk County
- City of Auburndale
- City of Bartow
- City of Davenport
- Town of Dundee
- City of Eagle Lake
- City of Fort Meade
- City of Frostproof
- City of Haines City
- Town of Hillcrest Heights
- Village of Highland Park
- City of Lake Alfred
- Town of Lake Hamilton
- City of Lake Wales
- City of Lakeland
- City of Mulberry
- City of Polk City
- City of Winter Haven
- Golden Lakes Community Development
- Polk County School Board
- Lake Region Lakes Management District

A sample LMS adoption resolution is included at the end of this Section. Appendix G includes copies of adoption resolutions for each jurisdiction.

Adoption by Participating Agencies

SECTION VIII: LMS ADOPTION AND SUPPORT

Participating Agencies, as listed in Appendix C, must submit a letter of commitment supporting the Polk County 2025 Multi-Jurisdictional Local Mitigation Strategy (LMS). All participating agencies must follow the participation requirements described in Section III to remain in good standing with the Polk County 2025 Multi-Jurisdictional LMS. An executed supporting letter along with compliance with LMS participation rules qualifies partners to submit qualified mitigation projects for Federal funding consideration.

A sample LMS Letter of Commitment is included at the end of this Section. Appendix G includes copies of the Letters of Commitment.

Benefits of Adoption

The LMS assesses the vulnerability of the County and its jurisdictions to hazards and elaborates on risk associated with each hazard assessed. It identifies and evaluates local mitigation efforts and their usefulness, as well as provides guidance for implementation at the jurisdictional level. Through adoption of this LMS the County, its jurisdictions, and identified participants may be eligible for funding to implement mitigation actions. Adoption of this LMS will assist the County and other jurisdictions to:

- Comply with Administrative Rules 27P-6, Florida Administrative Code (F.A.C.), requirements for local Comprehensive Emergency Management Plans to identify and describe hazard mitigation;
- Obtain universal points from the National Flood Insurance Program (NFIP) Community Rating System (CRS) for developing a Floodplain Management Program, which may help further reduce flood insurance premium rates for property owners;
- Access Federal Mitigation Assistance grant programs;
- Comply with the Disaster Mitigation Act of 2000;
- Set forth the guiding principles with which the County and jurisdictions will address the issue of all hazard mitigation;
- Identify hazards to which the County is vulnerable, identify the range of hazard impacts, and delineate individual vulnerabilities of various jurisdictions and population centers within the County;
- Develop a detailed method by which Polk County (jurisdictions, County government, and partners) can evaluate and prioritize proposed mitigation projects in accordance with Federal requirements;
- Ensure jurisdictional plans are consistent and supportive;
- Save lives and property;
- Save money;
- Speed recovery following disasters;
- Reduce future vulnerability through development and post-disaster recovery and reconstruction;
- Expedite receipt of pre-disaster and post-disaster grant funding; and
- Demonstrate a firm commitment to improving community health and safety.

SECTION VIII: LMS ADOPTION AND SUPPORT

Sample LMS Adoption Resolution

The following is a sample LMS adoption resolution. Appendix G includes copies of adoption resolutions for each jurisdiction.

SAMPLE RESOLUTION _____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA ADOPTING THE 2025 POLK COUNTY MULTI-JURISDICTIONAL LOCAL MITIGATION STRATEGY UPDATE.

WHEREAS, areas of Polk County, including the Town of Dundee, are vulnerable to the human and economic costs of natural, technological, and societal disasters; and

WHEREAS, the Town Commission of the Town of Dundee realizes the importance of reducing or eliminating those vulnerabilities for the overall public health, safety, and welfare of the community; and

WHEREAS, a Local Mitigation Strategy presents a unified strategy to build a disaster-resilient community; and

WHEREAS, State, local and tribal governments are required by Federal law (Title 42, Part 68 of the United States Code and Title 44, Part 201 of the Code of Federal Regulations) to adopt a hazard-mitigation plan as a condition for receiving certain types of emergency or nonemergency disaster assistance; and

WHEREAS, the Disaster Mitigation Act of 2000 requires each local jurisdiction to have either its own local mitigation strategy or to actively participate in the development and maintenance of multi-jurisdictional mitigation strategy; and

WHEREAS, the Town of Dundee actively participated in the development and maintenance of the Polk County Local Mitigation Strategy as adopted in 2002, 2005, 2010, 2015, and 2020 and

WHEREAS, the Town of Dundee has actively participated in the 2025 update to the Local Mitigation Strategy through the Polk County Local Mitigation Strategy Working Group, which has established a comprehensive, coordinated planning process to eliminate or decrease these vulnerabilities; and

WHEREAS, Town of Dundee representatives and staff have identified, justified, and prioritized proposed projects and programs needed to mitigate the vulnerabilities of the Town of Dundee to the impacts of future disasters; and

SECTION VIII: LMS ADOPTION AND SUPPORT

WHEREAS, the Polk County 2025 Multi-Jurisdictional LMS incorporated these proposed projects and programs into the update that has been prepared and issued for consideration and adoption by the jurisdictions of Polk County; and

WHEREAS, the State of Florida Division of Emergency Management has issued an "Approval Pending Adoption" of the Polk County 2025 Multi-Jurisdictional Local Mitigation Strategy.

NOW, THEREFORE, BE IT RESOLVED, by the Town Commission of the Town of Dundee:

1. The Town Commission of the Town of Dundee hereby accepts and adopts its designated portion of the "Polk County 2025 Multi-Jurisdictional LMS".

2. Agency personnel of the Town of Dundee shall pursue available funding opportunities for implementation of the proposals and projects designated therein.

3. Agencies and organizations within the Town of Dundee will, upon receipt of such funding or other necessary resources, seek to implement proposals contained in the LMS.

4. The Town of Dundee will continue to participate in the updating and expanding of the LMS in future years.

5. The Town of Dundee will encourage businesses, industries, and community groups operating within Polk County to also participate in the updating and expansion of the LMS in the years ahead.

6. The Town of Dundee will continue to participate in the furtherance of public involvement opportunities.

INTRODUCED AND PASSED by the Town Commission of the Town of Dundee, Florida, in regular session, this _____ day of _____, 2025.

(Signatures as appropriate for the jurisdiction)

Sample Letter of Commitment

The following is a sample LMS Letter of Commitment. Appendix G includes copies of the letters of commitment from identified participants.

LETTER OF COMMITMENT FOR POLK COUNTY 2025 MULTI-JURISDICTIONAL LOCAL MITIGATION STRATEGY PLAN

<Date>

Brian C. Thurston
Polk County Emergency Management Program Manager
Emergency Operation Center
1890 Jim Keene Blvd.
Winter Haven Florida 33880
(863) 298-7023

<DATE>

RE: Letter of Commitment as Participant in the Polk County Multi-Jurisdictional Local Mitigation Strategy Plan

Dear Mr. Thurston:

As the Federal Emergency Management Agency's (FEMA) Local Mitigation Strategy Plan requirements under 44 CFR §201.6 specifically identify criteria that allow for multi-jurisdictional mitigation plans and that many issues are better resolved by evaluating hazards more comprehensively by coordinating at the county, regional, or watershed level, the <PARTICIPATING PARTNER> is submitting this letter of commitment to confirm that <PARTICIPATING PARTNER> has agreed to participate in the Polk County Multi-jurisdictional Local Mitigation Strategy Plan.

Furthermore, as a condition of participation in the mitigation planning, <PARTICIPATING PARTNER>, agrees to meet the requirements for mitigation plans identified in 44 CFR §201.6 and to provide such cooperation as is necessary and in a timely manner to Polk County Local Mitigation Strategy Working Group to complete the plan in conformance with FEMA requirements.

<PARTICIPATING PARTNER> understands that it must engage in the following planning process, as more fully described in FEMA's Local Mitigation Planning Handbook, including, but not limited to:

- Identification of hazards unique to the jurisdiction and not addressed in the master planning document;
- The conduct of a vulnerability analysis and an identification of risks, where they differ from the general planning area;

- The formulation of mitigation goals is responsive to public input and development of mitigation actions complementary to those goals. A range of actions must be identified specifically for each jurisdiction;
- Demonstration that there has been proactively offered an opportunity for participation in the planning process by all community stakeholders (examples of participation include relevant involvement in any planning process, attending meetings, contributing research, data, or other information, commenting on drafts of the plan, etc.); and
- Documentation of an effective process to maintain and implement the plan.

Therefore, with a full understanding of the obligations incurred by participating in the FEMA hazard mitigation planning process as a participant in a multi-jurisdictional plan; I <NAME OF AUTHORIZED OFFICIAL>, commit <PARTICIPATING PARTNER> to the Polk County Multi-Jurisdictional Local Mitigation Strategy. This letter provides formal adoption of the Multi-Jurisdictional Local Mitigation Strategy by the jurisdiction's governing body (each jurisdiction must officially adopt the plan).

This document is executed this <DAY OF MONTH> day of <MONTH>, <YEAR>.

Please contact <NAME OF CONTACT> at <PHONE NUMBER & EMAIL> with questions.

Sincerely,

<ADD SIGNATURE HERE OF PARTICIPATING PARTNER OFFICIAL'S SIGNATURE>

<FIRST AND LAST NAME OF PARTICIPATING PARTNER OFFICIAL>
<TITLE>
<PHONE>
<FAX>
<EMAIL>

RESOLUTION NUMBER 2025-080

Concerning the Polk County Local Mitigation Strategy

WHEREAS, areas of Polk County are vulnerable to the human and economic costs of natural, technological, and societal disasters, and

WHEREAS, the Polk County governing body realizes the importance of reducing or eliminating those vulnerabilities for the overall good and welfare of the community; and

WHEREAS, Polk County has been an active participant in the Polk County Local Mitigation Strategy Committee, which has established a comprehensive, coordinated planning process to eliminate or decrease the vulnerabilities, and

WHEREAS, Polk County representatives and staff have identified, justified and prioritized a number of proposed projects and programs needed to mitigate the vulnerabilities of unincorporated areas of Polk County to the impacts of future disasters, and

WHEREAS, the proposed projects and programs have been incorporated into the Polk County 2025 Multi-Jurisdictional Local Mitigation Strategy that has been prepared and issued for consideration and adoption by the jurisdictions of Polk County, and

WHEREAS, the State of Florida Division of Emergency Management has issued an "Approval Pending Adoption" of the Polk County 2025 Multi-Jurisdictional Local Mitigation Strategy.

NOW, THEREFORE, BE IT RESOLVED on this 15th day of July, 2025, that,

1) Polk County hereby accepts and approves of its designated portion of the Polk County Local Mitigation Strategy,

2) The agency personnel of Polk County are requested and instructed to pursue available funding opportunities for implementation of the proposals designed therein,

3) The agencies and organizations within Polk County will, upon receipt of such funding or necessary resources, seek to implement the proposals contained in its section of the strategy, and

4) Polk County will continue to participate in updating the expansion of the Polk County Local Mitigation Plan in the years ahead, and

5) Polk County will further seek to encourage the businesses, industries and community groups operating with Polk County to also participate in the updating and expansion of the Polk County Local Mitigation Plan in the years ahead.

So resolved,

ATTEST:
STACY M. BUTTERFIELD, CPA, CLERK

By Alison Brown
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS
POLK COUNTY, FLORIDA

By
Chairman

R20

STATE OF FLORIDA

DIVISION OF EMERGENCY MANAGEMENT

Ron DeSantis
Governor

Kevin Guthrie
Director

June 19, 2025

Paul Womble, Director
Polk County Emergency Management
1890 Jim Keene Blvd
Winter Haven, FL 33880

Re: Polk County Local Hazard Mitigation Plan Approved Pending Adoption

Dear Director Womble,

This is to confirm that we have completed a State review of the Polk County Local Mitigation Strategy (LMS) update for compliance with the federal hazard mitigation planning standards contained in 44 CFR 201.6(b)-(d). Based on our review and comments, Polk County developed and submitted all the necessary plan revisions and our staff has reviewed and approved these revisions. We have determined that the Polk County LMS plan is compliant with federal standards, subject to formal community adoption, for the jurisdictions below:

Polk County, Unincorporated
Polk County School Board
City of Auburndale
City of Bartow
City of Davenport
Town of Dundee
City of Eagle Lake
City of Fort Meade
City of Frostproof
City of Haines City
City of Mulberry
City of Polk City
City of Winter Haven
Village of Highland Park
Town of Hillcrest Heights
City of Lake Alfred
Town of Hamilton
City of Lake Wales
City of Lakeland

Upon submittal of a copy of all participating jurisdictions' documentation of their adoption resolutions to our office, we will send all necessary documentation to the Federal Emergency Management Agency (FEMA) who will issue formal approval of the Polk County LMS.

If you have any questions regarding this matter, please contact your LMS Liaison Michell Budihas at mitchell.budihas@em.myflorida.com or 850-524-4195.

Respectfully,

Kristin Lentz

Digitally signed by Kristin Lentz
Date: 2025.07.06 14:39:58 -04'00'

Laura Dhuwe,
Bureau Chief, Mitigation
State Hazard Mitigation Officer

LD/mb

Attachments: MEMORADUM: State approval of LMS plans under Program Administration by States (PAS)

cc: FEMA Region IV, Mitigation Division – Risk Analysis Branch

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: Continued from July 1, 2025 Regular Council Meeting- First Reading of Ordinance O-2025-04 changing the Future Land Use (FLU) from Commercial\Service (CS) to Residential Land M (RL-M) for the Quintana Development.

This item was continued from the July 1, 2025 Town Council meeting for the applicant to address traffic and school concurrency concerns.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION:

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA AMENDING THE FUTURE LAND USE CLASSIFICATION OF THREE (3) PARCELS COMPRISING +/-25.23 ACRES (PARCEL IDENTIFICATION NUMBERS: 272809-000000-024010, 272809-000000-024350 AND 272809-000000-024360), GENERALLY LOCATED NORTH OF KOKOMO ROAD BETWEEN STATE ROAD 17 (SCENIC HIGHWAY) AND TANGERINE STREET, FROM TOWN COMMERCIAL/SERVICE (CS) TO TOWN RESIDENTIAL LANDS M (RES-M); TRANSMITTING SAID AMENDMENT TO FLORIDA COMMERCE FOR NOTIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: See attached Business Impact Estimate.

RECOMMENDATION:

ATTACHMENT(S):
Ordinance O-25-04 - Quintana FLU V3 FR.pdf
Quintana FLU Staff Report TC.pdf
PCSB NB2025-072102 Broadwalk at Lake Hamilton (168 SFR).pdf

Business Impact Estimate Form Quintana.pdf

ORDINANCE O-25-04

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA AMENDING THE FUTURE LAND USE CLASSIFICATION OF THREE (3) PARCELS COMPRISING +/-25.23 ACRES (PARCEL IDENTIFICATION NUMBERS: 272809-000000-024010, 272809-000000-024350 AND 272809-000000-024360), GENERALLY LOCATED NORTH OF KOKOMO ROAD BETWEEN STATE ROAD 17 (SCENIC HIGHWAY) AND TANGERINE STREET, FROM TOWN COMMERCIAL/SERVICE (CS) TO TOWN RESIDENTIAL LANDS M (RES-M); TRANSMITTING SAID AMENDMENT TO FLORIDA COMMERCE FOR NOTIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 163.3161 through 163.3215, Florida Statutes, the Community Planning Act, empowers and mandates the Town of Lake Hamilton, Florida, to plan for future development and growth and to adopt and amend comprehensive plans, or elements or portions thereof, to guide their future development and growth; and

WHEREAS, Quintana Hamilton Holdings LLC. An active Florida corporation (the "Applicant") requests to change of Future Land Use from Town Commercial/Service (CS) to Town Residential Lands M (RES-M) classification on approximately 25.23 acres of land located north of Kokomo Road between State Road 17 (Scenic Highway) and Tangerine Street, legally described in Exhibit "A"; and

WHEREAS, pursuant to Section 163.3184, Florida Statutes, the Town Council held a public hearing on the small-scale Future Land Use Amendment as shown in Exhibit "B", with due public notice having provided, to obtain public comment, and considered all written and oral comments received during public hearings, including support documents; and

WHEREAS, in exercise of its authority the Town Council has determined it necessary to adopt this Map Amendment to the Town's Comprehensive Plan, which are attached hereto as Exhibit "B" and is attached and made a part thereof to ensure that the Plan is in full compliance with the Laws of the State of Florida ; to preserve and enhance present advantages ; encourage the most appropriate use of the land, water and resources consistent with the public interest; and deal effectively with future problems that may result from the use and development of land within the Town of Lake Hamilton.by this reference made a part hereof, to ensure that the Comprehensive Plan is in full compliance with the laws of the State of Florida; and

NOW, THEREFORE BE IT ENACTED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA:

SECTION 1. ORDINANCE PROVISIONS. The provisions set forth in the recitals of this Ordinance (whereas clauses) are hereby adopted by the Town Council as legislative findings and intent of the Ordinance.

SECTION 2. AMENDMENT TO THE FUTURE LAND USE MAP. The Future Land Use Map of the Town's Comprehensive Plan is hereby amended and reflect the change in Future Land Use from 25.23 acres Town Commercial/Service (CS) to Town Residential Lands M (RES-M) classification for the subject properties as legally described in Exhibit "A" and mapped as shown on Exhibit "B" which is attached and made part hereof.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason held unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Town of Lake Hamilton, Florida, by and through Town Council, hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more section, subsection, sentence, clause or phrases be declared unconstitutional.

SECTION 4. CONFLICT. All ordinances and/or resolutions or parts of ordinances and/or resolutions which are in conflict with this ordinance are hereby repealed but only to the extent necessary to alleviate the conflict but shall continue in effect insofar as they are not in conflict herewith.

SECTION 5. REPEALING. All other ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 6. CODIFICATION. An official, true, and correct copy of this Ordinance and the Town's Comprehensive Plan, as adopted and amended from time to time, shall be maintained by the Town Clerk. The Town Clerk shall make copies available to the public for a reasonable publication charge

SECTION 7. ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS. Sections of this Ordinance may be renumbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the Town Administrator or his/her designee, without need of public hearing, by filing a corrected or re- codified copy of same with the Town Clerk.

Section 8. TRANSMITTAL TO AGENCIES: A copy shall be provided to the Florida Commerce and review agencies as required by Section 163.3187, Florida Statutes.

Section 9. EFFECTIVE DATE. The small-scale amendment shall not become effective until thirty-one (31) days after adoption. If challenged within thirty (30) days after adoption, the amendment shall not become effective until the State Land Planning Agency or the Administration Commission, respectively, issues a final order determining the adopted amendment is in compliance.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this ___ day of ___, 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of ___, 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

Record of Vote	Yes	No
Hall	____	____
Roberson	____	____
Mathis	____	____
Slavin	___	____
Demanche	____	____

EXHIBIT "A"

TOWN OF LAKE HAMILTON
COMPREHENSIVE PLAN AMENDMENT
Ordinance O-25-04

QUINTANA HAMILTON HOLDINGS LLC.

Legal Description:
PARCEL 1

THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 2 7 EAST, POLK COUNTY, FLORIDA.
LESS AND EXCEPT THE EAST 125 FEET THEREOF.
ALSO LESS AND EXCEPT:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, AND RUN SOUTH 89 DEGREES 28 MINUTES 00 SECONDS EAST ALONG THE SOUTH BOUNDARY OF SAID SOUTHEAST 1/4, 68.91 FEET; THENCE NORTH 00 DEGREES 20 MINUTES 28 SECONDS WEST, 25.00 FEET TO THE POINT OF BEGINNING, SAID POINT BEING ON THE NORTH RIGHT OF WAY LINE OF KOKOMO ROAD; THENCE SOUTH 89 DEGREES 28 MINUTES 00 SECONDS EAST ALONG SAID NORTH RIGHT OF WAY LINE, 165 FEET, THENCE NORTH 00 DEGREES 20 MINUTES 28 SECONDS WEST, 200 FEET; THENCE NORTH 89 DEGREES 28 MINUTES 00 SECONDS WEST, 200.00 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF U.S. ALTERNATE 27, THENCE SOUTH 00 DEGREES 20 MINUTES 28 SECONDS EAST ALONG SAID EAST RIGHT OF WAY LINE, 165 FEET, THENCE SOUTH 44 DEGREES 54 MINUTES 14 SECONDS EAST, 49.87 FEET TO THE POINT OF BEGINNING.
ALSO LESS AND EXCEPT ANY PORTION THEREOF LYING IN SCENIC HIGHWAY (A/K/A U.S. ALTERNATE 27) AND KOKOMO ROAD.

PARCEL 2
A PARCEL OF LAND BEING A PORTION OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS:
COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/ 4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9 AND THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, ALONG SAID NORTH LINE, A DISTANCE OF 653.57 FEET TO THE POINT OF BEGINNING; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, PARALLEL WITH THE WEST

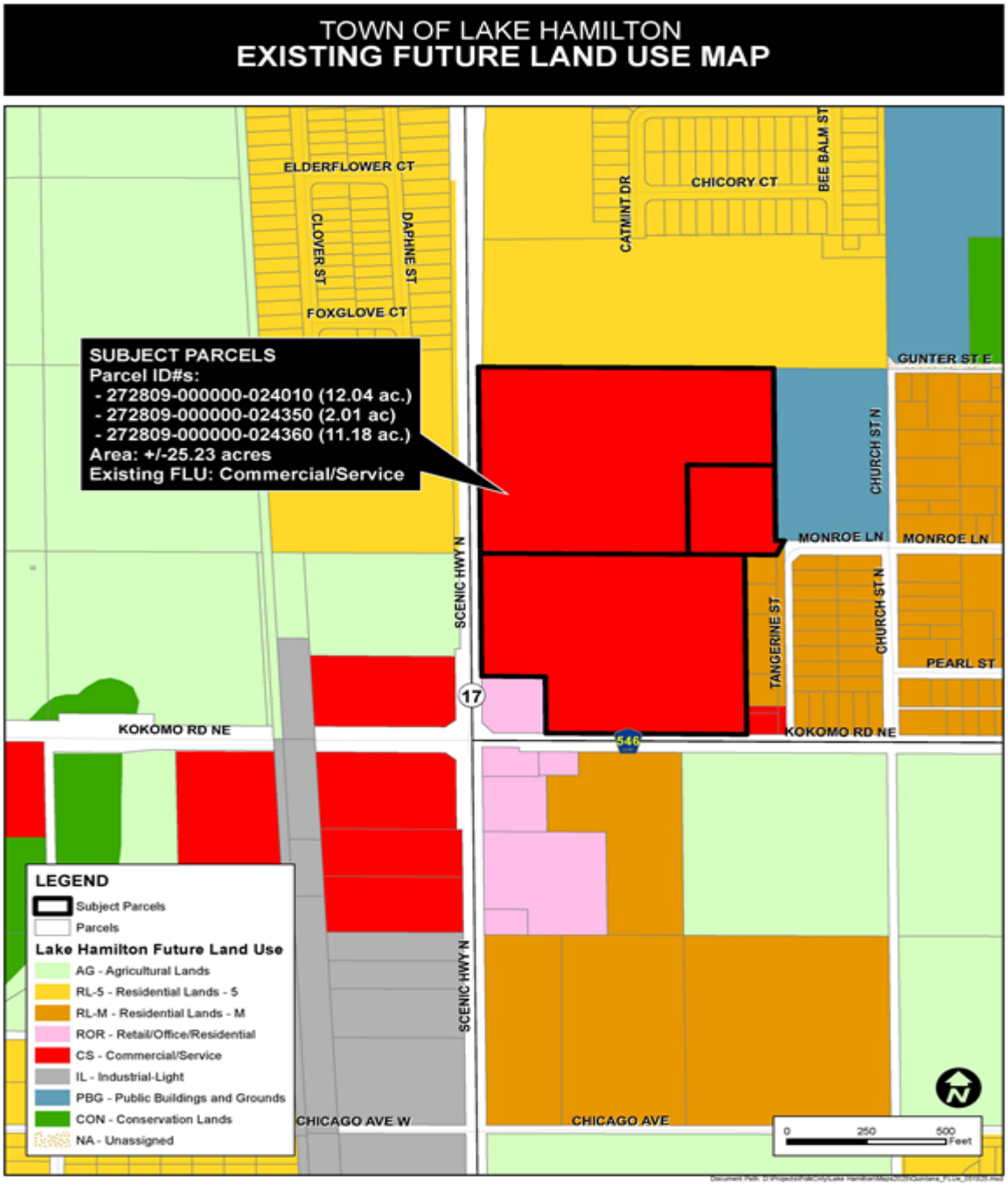
LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, A DISTANCE OF 316.00 FEET; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, A DISTANCE OF 275.00 FEET TO SAID WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/ 4 OF THE SOUTHEAST 1/ 4 OF SECTION 9; THENCE SOUTH 00 DEGREES 34 MINUTES 40 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 266.01 FEET; THENCE SOUTH 89 DEGREES 42 MINUTES 38 SECONDS EAST, A DISTANCE OF 27.48 FEET; THENCE SOUTH 26 DEGREES 04 MINUTES 26 SECONDS WEST, A DISTANCE OF 55.52 FEET TO THE AFORESAID NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9; THENCE NORTH 89 DEGREES 43 MINUTES 43 SECONDS WEST, ALONG SAID NORTH LINE, A DISTANCE OF 277.57 FEET TO THE POINT OF BEGINNING.

PARCEL 3
A PARCEL OF LAND BEING A PORTION OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS:
COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9 AND THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17, FOR THE POINT OF BEGINNING; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, ALONG SAID NORTH LINE, A DISTANCE OF 653.57 FEET; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, PARALLEL WITH THE WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, A DISTANCE OF 316.00 FEET; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, A DISTANCE OF 275.00 FEET TO SAID WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 342.85 FEET TO THE NORTH LINE OF SAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9; THENCE NORTH 89 DEGREES 44 MINUTES 21 SECONDS WEST, ALONG SAID NORTH LINE, A DISTANCE OF 928.35 FEET TO THE AFORESAID EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17; THENCE SOUTH 00 DEGREES 33 MINUTES 31 SECONDS EAST, ALONG SAID EASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 658.68 FEET TO THE POINT OF BEGINNING.

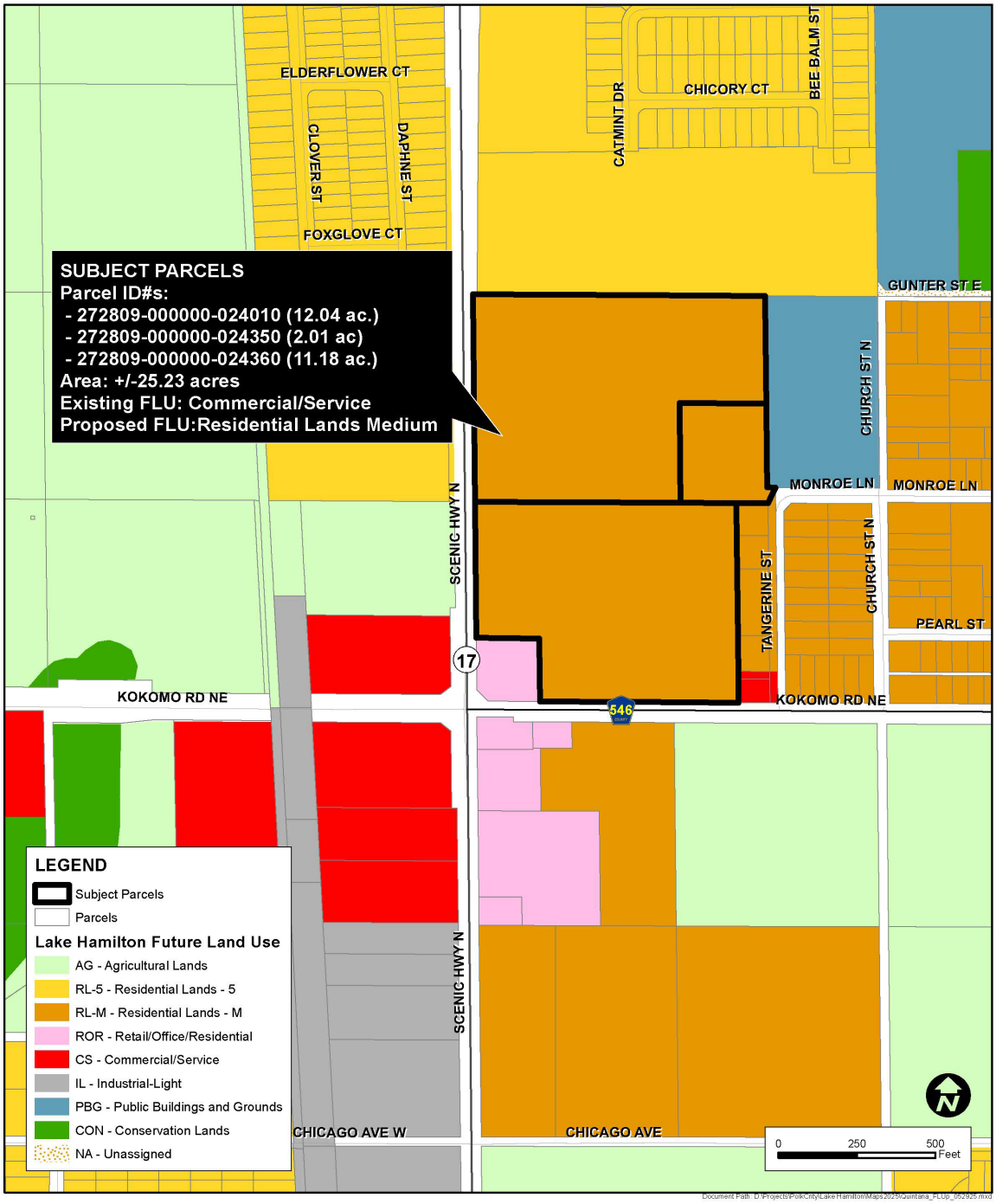
TOGETHER WITH A NON-EXCLUSIVE EASEMENT FOR UTILITIES FOR THE BENEFIT OF PARCEL 1 CREATED IN THAT CERTAIN EASEMENT AGREEMENT BY AND BETWEEN CONSOLIDATED INVESTMENT PROPERTIES, INC., AND WIELAND HOLDINGS, INC., RECORDED IN O.R. BOOK 10763, PAGE 50, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcels: 272809000000024360, 272809000000024350, and 272809000000024010

Exhibit "B"
Excerpts from Future Land Use Map:



TOWN OF LAKE HAMILTON
PROPOSED FUTURE LAND USE MAP



Town of Lake Hamilton

Town Council
FLU Staff Report
August 5, 2025

TO: Town Council

FROM: **Community Development**

SUBJECT: **FUTURE LAND USE MAP AMENDMENT**
Ordinance 2025-04: An applicant-initiated amendment to the Future Land Use Map of the Town of Lake Hamilton specifically changing the Future Land Use designation for parcels that totals approximately 25.23 acres, located on the east side of Scenic Highway on the northside Kokomo Road. (parcels 272809-000000-024010, 272809-000000-024350 AND 272809-000000-024360) from Town Commercial/Service to Town Res-M
Also under consideration is a companion application for rezoning from C-1 to PUD (under a separate application).

AGENDA & HEARING DATES:
Planning Commission Meeting: Wednesday, June 25, 2025 at 5:30 PM Town Council Meeting (First Reading): July 1, 2025; 6:00 PM (**continued)** to August 5, 2025.
Anticipated Town Council Meeting (Second Reading): September 2 ,2025 6:00PM

Planning Commission Recommendation
On June 25, 2025, the Planning Commission unanimously recommended denial of both the FLU amendment and PUD applications, citing traffic, school capacity, and the need for more commercial.

Attachments
Location Map Aerial Photo | Existing Future Land Use Map | Proposed Future Land Use Map | Ordinance 2025-04: Quintana Future Land Use

Overview:

APPLICATIONS	
Owner	Quintana Hamilton Holdings LLC
Agent	Dave Schmitt, P.E.
Property Size	± 25.23 acres
Property Location	North of Kokomo Road between State Road 17 (Scenic Highway) and Tangerine Street
Parcel ID's	272809-000000-024010, 272809-000000-024350 AND 272809-000000-024360
Future Land Use: Existing	Town Commercial/Service
Future Land Use: Proposed	Town Residential Lands M (RES-M)

BACKGROUND AND REASON FOR REQUEST:

The applicant is requesting a Future Land Use change from Town Commercial/Service to Town Residential Lands M (RES-M). The applicant has a companion rezoning application requesting Town Planned Unit Development (PUD) to facilitate the development of a mixed use 168 unit townhome and 53,500 sq. ft strip retail center. A proposed concept plan is included in the PUD application. Descriptions for both the existing and proposed Future Land Use are provided as follows:

Existing Future Land Use:

Town of Lake Hamilton Comprehensive Plan, Future Land Use Element, Policy

1.2.8: Commercial/Service (CS)

a) **Purpose:**
Identification of areas which are established for commercial uses of a service nature, including highway-oriented businesses, and which are restricted in permissive use and/or intensity in direct relationship to their specific location.

b) **Range of Potential Uses:**

Motels, restaurants, curio shops, fruit sales, recreation uses, automotive service stations, automotive sales and service, machinery and equipment assembly and repair, warehousing, and public or semi-public uses.

c) Range of Potential Density/Intensity:
The maximum floor area ratio for non-residential development shall not exceed 0.5.

Proposed Future Land Use:

Town of Lake Hamilton Comprehensive Plan, Future Land Use Element, Policy

1.2.6 Residential Lands-M (RES-M)

a) **Purpose:**
Identification of areas which are established to recognize an existing medium-density residential environment of mixed-use urban character, and which may be utilized for compatible short- term agricultural activities.

b) **Range of Potential Uses:**
Urban residential uses, small or medium retail and office commercial uses short-term agricultural uses, agriculturally- compatible residential

uses, public or semi-public uses, and recreational uses.

c) Range of Potential Density/Intensity:
The maximum gross residential density is 9.99 dwelling units per acre and the maximum floor area ratio for non-residential development shall not exceed 0.25.

COMPREHENSIVE PLAN COMPATIBILITY:

Table 1 includes the density/intensity for the amendment to the Future Land Use Map request for the property, the potential change could result in a potential increase of 168 dwelling units and sf non-residential.

Table 1:
Analysis of Impacts from Proposed Future Land Use Map Amendment

	Existing FLU: Commercial Service (CS) (25.23 acres)	**Proposed FLU: RES-M (25.23 acres)**
Density/Intensity	CS: FAR 0.5	RES-M; 9.99 DU/acre and FAR 0.25
Density Potential	2,198,000 sq.ft of non -residential	252 DU's or 1,099,000 sf. non-residential
Difference	decrease of 1,099,000 sf non-residential and increase of 252 DU's	

The proposed Future Land Use, can be considered compatible with the Comprehensive Plan conditions and can be considered compatible with the surrounding area based on the Future Land Uses assigned to nearby properties within the Town limits. More information is available in the Land Use Analysis located below:

Land Use Analysis:

The subject property is surrounded by properties within the incorporated Town limits, which has been assigned Town Residential Lands (RL) 5 to the North, RL-M, Public Buildings and Grounds (PBG), and Commercial Service (CS) to the East. To the South and across Kokomo Rd. is Retail/Office/Residential (ROR) and RL-5 (Feltrim Lakes). To the West across Kokomo Rd. is Retail/Office/Residential (ROR), RL-5, and Agricultural.

To the South is Feltrim Lakes which is a mixed use development with commercial retail and Townhomes and at the intersection is a convenience store with gas sales. The property to the north is Scenic Terrace Phase 1. To the West across Scenic Highway is Scenic Terrace Phase 3.

The Land Use Matrix below outlines the existing and proposed Future Land Use and zoning of the subject portion of the property, the existing Future Land Use and zoning of adjacent properties, and the existing land use of the subject and adjacent properties. Proposed Future Land Use and Zoning Maps are also provided for reference.

Land Use Matrix

Northwest	**North**	**Northeast**
FLU: Town RL-5 **ZONING**: PUD **EXISTING USE:** Singel-family subdivision	**FLU: Town** RL-5 **ZONING**: PUD **EXISTING USE:** Singel-family subdivision	**FLU: Town** RL-5 **ZONING**: PUD **EXISTING USE:** Singel-family subdivision
West	**Subject Property**	**East**
FLU: Agricultural\CS **ZONING**: AG\C-1 **EXISTING USE:** Agriculture\ Office/truck parking	**EXISTING FLU:** Town C/S **PROPOSED FLU:** Town RL-M **EXISTING ZONING:** Town C-1 **PROPOSED ZONING:** Town PUD (see companion application) **EXISTING USE:** Wherehouse/distribution facility	**FLU:** RL-5 **ZONING**: PBG/RMF/C-1 **EXISTING USE:** Water plant/SFR/vacant
Southwest	**South**	**Southeast**
FLU: CS **ZONING**: C-1 **EXISTING USE:** Agricultural	**FLU:** RL-5\ROR **ZONING**: PUD\C-2 **EXISTING USE:** Vacant\ Convenience store with gas sales	**FLU:** Agricultural **ZONING**: AG **EXISTING USE:** Agriculture

<u>Public Facilities and Services Analysis</u>:

The following is a summary analysis of the potential impacts on existing public facilities and services.

Potable Water

At this time, the Town can provide potable water for the development. Water lines exist west and south of the property. Water service is along Kokomo Rd. and Scenic Highway. The owner/developer will be responsible for the cost of any improvements related to the development of the subject property.

Sanitary Sewer

At this time, the Town can provide sanitary sewer for the development. A force main exists East of the property approximately 450 ft. on the south side of Kokomo Rd. The owner/developer will be responsible for the cost of any improvements related to the development of the subject property.

Transportation/Traffic:

The property is adjacent to Kokomo Road (Town maintained) on the south side and Scenic Highway (FDOT maintained) along the west. The applicant has submitted a traffic study and has been approved by staff. The roadways included in the study show that the roadways have enough capacity to support the development. Roadway improvements indicate turn lanes into the development as well as an eastbound left-turn lane along Kokomo Rd. northbound on Scenic Highway. Staff has included conditions for Council to consider with the PUD application.

Schools

The applicant has submitted a non-binding school concurrency determination. According to the Polk County School District, there is sufficient school capacity. Letter is included in the Council's agenda packet

Recreation/Open Space:

Based on the Town's recreation and open space level of service standard of 4.5 acres per 1,000 population. Under the PUD zoning the site would permit a maximum of 168 townhomes. Based on 168 dwelling units, the project would require 1.89 acres of land (168 lots x 2.51 persons per home x 4.5/1000).

Emergency Services:

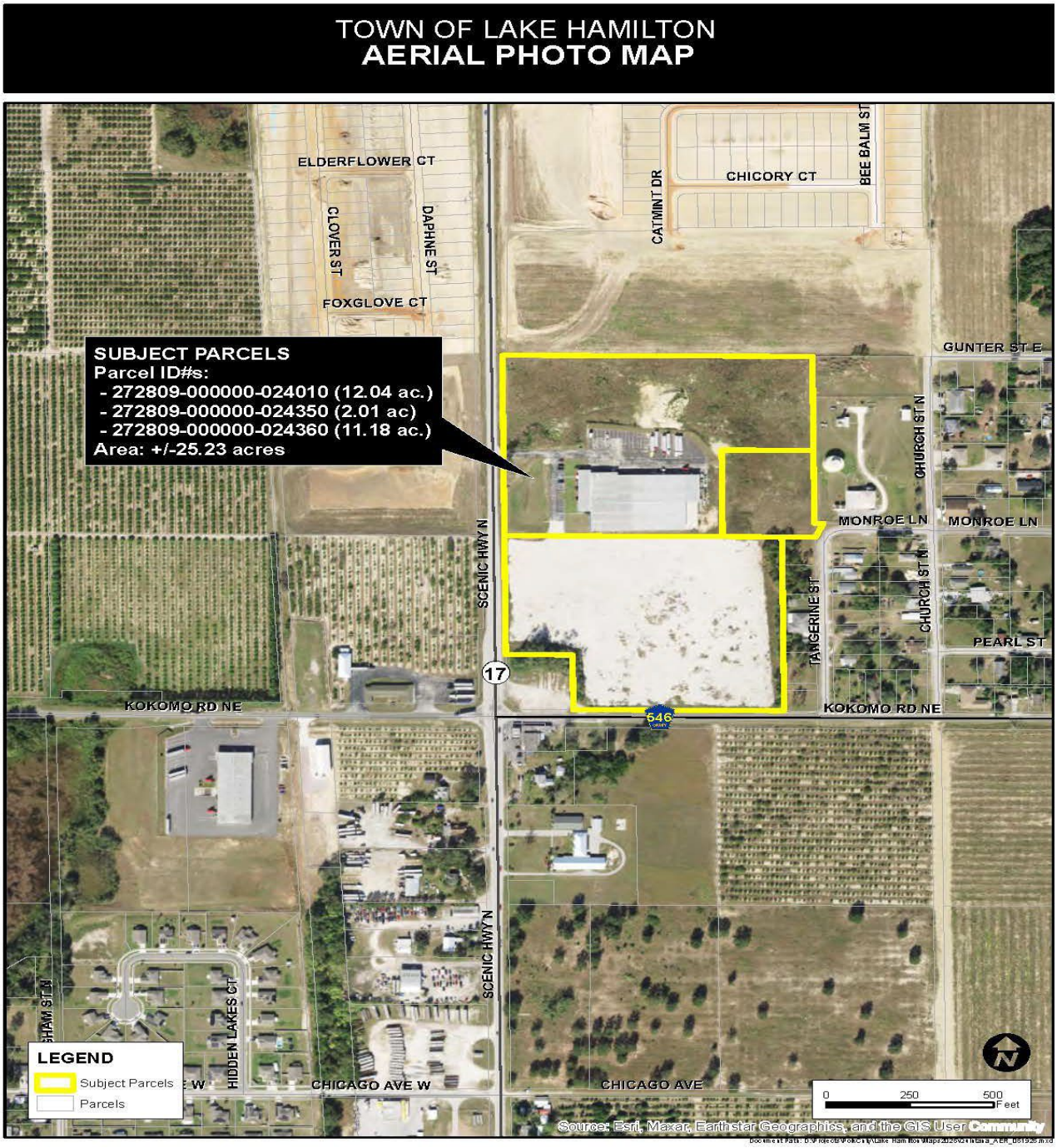
Emergency services for both City and County-operated facilities are all in close proximity to the subject property. Police, fire, and EMS are located within a 3-mile radius (by car) and travel time without sirens is 6 minutes or less.

- Polk County Fire Rescue – 1.5 Miles ~ 4 minutes
- Lake Hamilton Police Department – 1.5 Miles ~ 4 minutes
- Winter Haven Hospital Emergency Room – 9.9 miles ~ 22 minutes
- Lakeland Regional Hospital Emergency Room – 35.6 miles ~ 50 minutes

Environmental

The site does not include wetland or floodplains. Prior to development, the applicant will complete an environmental analysis to ensure compliance with Town code.

AERIAL MAP
QUINTANA



POLK COUNTY
PUBLIC SCHOOLS

BOARD MEMBERS

Dr. William Allen
Board Chair
District 1

Justin Sharpless
Board Vice-Chair
District 6

Travis L. Keyes
District 2

Rick Nolte
District 3

Sara Beth Wyatt
District 4

Kay Fields
District 5

Lisa Miller
District 7

James Greene
General Counsel

ADMINISTRATION

Frederick R. Heid
Superintendent

July 21, 2025

PCSB: NB2025-072102

Jesus Ignacio Quintana
Attn: Dave Schmitt
12301 Lake Underhill Road, Suite 241
Orlando, FL 32828
(407) 207-9088
Email: Dsemailbox@dseorl.com

Dear Dave Schmitt:

This letter is in response to your request for a **non-binding school concurrency determination** for the proposed **Boardwalk at Lake Hamilton** project located on parcel number 272809-000000-024010. There is insufficient capacity at the zoned elementary, middle, and high schools; however, there is adequate capacity in the adjacent zoned schools. **No seats are being reserved at this time**. At the time the project is undergoing site plan approval, the development will need to apply for a binding letter to receive school concurrency. Please see the table below for concurrency analysis.

Elementary School	Current Enrollment	Concurrency Capacity	Reserved Capacity	Housing Units	Students Generated by Project	Capacity Available
Alta Vista (Zoned)	778	964	177	168 SF	25	Partial (+9)
Elbert (Adjacent)	546	996	354	168 SF	25	Yes (+96)

Middle School	Current Enrollment	Concurrency Capacity	Reserved Capacity	Housing Units	Students Generated by Project	Capacity Available
Shelley S. Boone (Zoned)	1,334	1,628	314	168 SF	14	No (-20)
Denison (Adjacent)	680	1,219	480	168 SF	14	Yes (+59)

High School	Current Enrollment	Concurrency Capacity	Reserved Capacity	Housing Units	Students Generated by Project	Capacity Available
Haines City (Zoned)	3,117	3,279	400	168 SF	20	No (-238)
McLaughlin (Adjacent)	328	676	136	168 SF	20	Yes (+212)

STUDENTS FIRST

Please call the facilities planning and real estate department at 863-534-0620 ext. 581 or email at planning@polk-fl.net if you need any further assistance.

Sincerely,



POLK COUNTY
PUBLIC SCHOOLS
STUDENTS FIRST

Malissa Celestine | Senior Coordinator Facilities Planning
Facilities Planning & Real Estate Department | Polk County Public Schools
1909 South Floral Avenue, Bartow, FL 33830
T: (863)-534-0620 X 313 / Malissa.Celestine@polk-fl.net

c: Jeffrey Ball, Community Development Director – Town of Lake Hamilton JBall@TownofLakeHamilton.com
Shawna Schuette, Permit Technician- Town of Lake Hamilton shawna@townoflakehamilton.com

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on Lake Hamilton's website by the time notice of the proposed ordinance is published.

Quintana FLU Amendment Ordinance O-2025-04

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means Lake Hamilton is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance. If no boxes are checked, the Business Impact Estimate Requirements Section will be completed. Lake Hamilton may, in its own discretion, determine to perform a Business Impact Estimate for ordinances exempted per Florida Statutes. This Business Impact Estimate may be revised following its initial posting.

REASON EXEMPTED FROM BUSINESS IMPACT ESTIMATE REQUIREMENTS

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  a. Development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
  b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
  c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

[1] See Section 166.041(4)(c), Florida Statutes.

BUSINESS IMPACT ESTIMATE REQUIREMENTS

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, Lake Hamilton hereby publishes the following information:

1. **Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):** The proposed ordinance is exempt as this application is Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality

2. **An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in Lake Hamilton, if any:**
   - **(a) An estimate of direct compliance costs that businesses may reasonably incur;**
   - **(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and**
   - **(c) An estimate of Lake Hamilton's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.**

3. **Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:**

4. **Additional information the governing body deems useful (if any):**

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: Continued from July 1, 2025 Regular Meeting- First Reading of Ordinance O-2025-05 changing the zoning district from Highway Commercial (C-1) to Planned Unit Development (PUD) for the Quintana development.

This item was continued from the July 1, 2025 Regular Town Council meeting for the applicant to address traffic and school capacity concerns.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA ADOPTING A PLANNED UNIT DEVELOPMENT (PUD) NAMED "QUINTANA" FOR THREE (3) PARCELS COMPRISING +/-25.23 ACRES (PARCEL IDENTIFICATION NUMBERS: 272809-000000-024010, 272809-000000-024350 AND 272809-000000-024360), GENERALLY LOCATED NORTH OF KOKOMO ROAD BETWEEN STATE ROAD 17 (SCENIC HIGHWAY) AND TANGERINE STREET, TOWN OF LAKE HAMILTON, FLORIDA ; AMENDING THE ZOING MAP AND REPEALING ALL ORIDNANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: See attached.

RECOMMENDATION:

ATTACHMENT(S):
Ordinance O-25-05 - Quintana PUD TC 8.5.25.pdf
Quintana Staff Report PUD current.pdf
Benton Title Series COLOR.pdf

Jernigan Title Series COLOR.pdf
1000194330.jpg

ORDINANCE O-25-05

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA ADOPTING A PLANNED UNIT DEVELOPMENT (PUD) NAMED "QUINTANA" FOR THREE (3) PARCELS COMPRISING +/-25.23 ACRES (PARCEL IDENTIFICATION NUMBERS: 272809-000000-024010, 272809-000000-024350 AND 272809-000000-024360), GENERALLY LOCATED NORTH OF KOKOMO ROAD BETWEEN STATE ROAD 17 (SCENIC HIGHWAY) AND TANGERINE STREET, TOWN OF LAKE HAMILTON, FLORIDA ; AMENDING THE ZOING MAP AND REPEALING ALL ORIDNANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 163.3167(g), Florida Statutes, empowers local governments to adopt land development regulations to guide growth and development of the Town, and amend such regulations from time to time; and

WHEREAS, pursuant to Section 163.041(c) Florida Statutes, the Planning Commission and the Town Council have held Public Hearings to consider the rezoning of lands described below, which will amend the Zoning Map of the Town; and

WHEREAS, an application was submitted to the Town to amend the Future Land Use classification of the property from Commercial Service (CS) to Residential Lands (RL-M) , said amendment having been approved by the Town Council as set forth in Ordinance O-25-04; and

WHEREAS, an application has been submitted requesting approval of a rezoning to establish a Planned Unit Development (PUD) known as "Quintana"; and

WHEREAS, Section 16-103 of the Lake Hamiton Code of Ordinances establishes Zoning Districts, including Planned Unit Development (PUD) District; and

WHEREAS, Public Hearings were advertised and held with due public notice to obtain public comment, and have considered all written and oral comments received during public hearings, the Town Council finds the rezoning

is consistent with the Future Land Use Element of the Lake Hamilton Comprehensive Plan; and

WHEREAS, The zoning change will further the general health, safety, welfare, and will benefit the Town as a whole.

NOW, THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON AS FOLLOWS:

SECTION 1. The provisions set forth in the recitals of this Ordinance, (whereas clauses) are hereby adopted by the Town Council as legislative findings and the intent of this Ordinance.

SECTION 2. The property rezoned is described in Exhibit "A" of this Ordinance and is attached hereto and made a part of this Ordinance.

SECTION 3. The property rezoned shall be known as Quintana Planned Unit Development (PUD) and is shown in Exhibit "B", which is attached hereto and made a part of this Ordinance.

SECTION 4. The Quintana PUD Plan is attached as Exhibit "C" of this Ordinance and contains a complete and accurate depiction of the design for development of lots, internal roadways, buffers, amenity areas, parks, trails, open space and stormwater management areas, all of which will be detailed and verified for compliance with this Ordinance when the plat and construction plans are developed and submitted to the Town.

SECTION 5. The Quintana PUD Narrative is attached as Exhibit "D" of this Ordinance and contains development standards, development program, and other conditions.

SECTION 6. The regulations of the PUD District contained in the Lake Hamiton Code of Ordinances, the Land Development Regulations, and the conditions stated in this section of this Ordinance shall govern further public review and the construction plans submitted to the Town for development of the property within this PUD District. A Developers Agreement containing the provisions and conditions of this Ordinance shall be in place prior to the commencement of construction of the subdivision.

1. Development approval consists of 168 fee-simple townhomes and 53,000 sq.ft of commercial.

2. Project will be developed in 2 phases with the commercial and supporting infrastructure being constructed in Phase 1. The residential will be constructed in Phase 2.

3. Any roadway improvements identified in the project traffic study, shall be the sole responsibility of the developer for construction to ensure that this is done so that the improvements, timing, and the cost to be constructed prior to any impacts. Roads impacted by the development and called out for specific improvements shall be clearly communicated to the State of Florida and the Town.

4. The developer shall provide cross-access easement to parcel 272809000000024110, located at the NE corner of Kokomo Rd and Scenic Highway.

5. The development shall provide a 40' ROW half-section along the frontage of Kokomo Rd.

6. At a minimum, the active recreation tracts shall include the full-range amenities to serve all age groups with emphasis on the target population the market area will produce as prospective buyers of the homes. The final design of parks and other amenities shall be submitted to the Town for approval. No more than half of the lots in the project shall have received a Certificate of Occupancy prior to the construction of the active recreation facilities. The Developer may be permitted to replace any amenity discussed herein with a similar or substitute amenity which shall be considered for approval by the Town of Lake Hamilton Development Director at construction plan review.

7. The Developer shall comply with the regulations of the Polk County School Board regarding school concurrency by the time the subdivision plat is certified to the Town for review and approval. The applicant shall submit a non- binding letter of concurrency from the Polk County School Board prior to application for subdivision plan approval.

8. A master stormwater plan for the site is required at the time the subdivision plat is certified to the Town for review and approval. The Homeowners Association (HoA) shall be responsible for the permits, ownership, maintenance and repair of the installed system.

9. The Town shall be included in any decision by the developer regarding street and community lighting design and service. The HoA will be responsible for all costs associated with street and community lighting, including any monthly utility payments, lease of equipment, maintenance and repair of the installed system.

10. The Master Development Plan is conceptual in nature. The narrative will identify any alternative development standards and are incorporated herein. Development must meet all code requirements and/or engineering standards, prior to final Plat approval.

SECTION 6. SEVERABILITY. If any provision of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

SECTION 7. CONFLICTS. The portion of any Ordinance that may be found to be in conflict with this Ordinance is hereby repealed with the adoption of this Ordinance.

SECTION 8. INCORPORATION INTO THE COMPREHENSIVE PLAN. It is the intention of the Town Council that the provisions of this Ordinance shall become and be made a part of the Lake Hamilton Comprehensive Plan; and that sections of this Ordinance may be renumbered or re-lettered and the word "ordinance" may be changed to "chapter, section, article" or such other appropriate word or phrase in order to accomplish the intention that the correction of typographical and/or scrivener's errors that do not affect the intent may be authorized by the Town Administrator or his or her designee without need of a public hearing, by filing a corrected or recodified copy of same with the Town Clerk.

SECTION 9. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this_____ day of _____, 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this_____ day of _____, 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

Record of Vote	Yes	No
Hall	____	____
Roberson	____	____
Mathis	____	____
Slavin	____	____
Demanche	____	____

EXHIBIT "A"

Legal Description:
PARCEL 1

THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 2 7 EAST, POLK COUNTY, FLORIDA.
LESS AND EXCEPT THE EAST 125 FEET THEREOF.
ALSO LESS AND EXCEPT:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, AND RUN SOUTH 89 DEGREES 28 MINUTES 00 SECONDS EAST ALONG THE SOUTH BOUNDARY OF SAID SOUTHEAST 1/4, 68.91 FEET; THENCE NORTH 00 DEGREES 20 MINUTES 28 SECONDS WEST, 25.00 FEET TO THE POINT OF BEGINNING, SAID POINT BEING ON THE NORTH RIGHT OF WAY LINE OF KOKOMO ROAD; THENCE SOUTH 89 DEGREES 28 MINUTES 00 SECONDS EAST ALONG SAID NORTH RIGHT OF WAY LINE, 165 FEET, THENCE NORTH 00 DEGREES 20 MINUTES 28 SECONDS WEST, 200 FEET; THENCE NORTH 89 DEGREES 28 MINUTES 00 SECONDS WEST, 200.00 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF U.S. ALTERNATE 27, THENCE SOUTH 00 DEGREES 20 MINUTES 28 SECONDS EAST ALONG SAID EAST RIGHT OF WAY LINE, 165 FEET, THENCE SOUTH 44 DEGREES 54 MINUTES 14 SECONDS EAST, 49.87 FEET TO THE POINT OF BEGINNING.
ALSO LESS AND EXCEPT ANY PORTION THEREOF LYING IN SCENIC HIGHWAY (A/K/A U.S. ALTERNATE 27) AND KOKOMO ROAD.

PARCEL 2
A PARCEL OF LAND BEING A PORTION OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS:
COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/ 4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9 AND THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, ALONG SAID NORTH LINE, A DISTANCE OF 653.57 FEET TO THE POINT OF BEGINNING; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, PARALLEL WITH THE WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, A DISTANCE OF 316.00 FEET; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, A DISTANCE OF 275.00 FEET TO SAID WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/ 4 OF THE SOUTHEAST 1/ 4 OF SECTION 9; THENCE SOUTH 00 DEGREES 34 MINUTES 40 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 266.01 FEET; THENCE SOUTH 89 DEGREES 42 MINUTES 38 SECONDS EAST, A DISTANCE OF 27.48 FEET; THENCE SOUTH 26 DEGREES 04 MINUTES 26 SECONDS

WEST, A DISTANCE OF 55.52 FEET TO THE AFORESAID NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9; THENCE NORTH 89 DEGREES 43 MINUTES 43 SECONDS WEST, ALONG SAID NORTH LINE, A DISTANCE OF 277.57 FEET TO THE POINT OF BEGINNING.

PARCEL 3
A PARCEL OF LAND BEING A PORTION OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS:
COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9 AND THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17, FOR THE POINT OF BEGINNING; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, ALONG SAID NORTH LINE, A DISTANCE OF 653.57 FEET; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, PARALLEL WITH THE WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, A DISTANCE OF 316.00 FEET; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, A DISTANCE OF 275.00 FEET TO SAID WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 342.85 FEET TO THE NORTH LINE OF SAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9; THENCE NORTH 89 DEGREES 44 MINUTES 21 SECONDS WEST, ALONG SAID NORTH LINE, A DISTANCE OF 928.35 FEET TO THE AFORESAID EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17; THENCE SOUTH 00 DEGREES 33 MINUTES 31 SECONDS EAST, ALONG SAID EASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 658.68 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH A NON-EXCLUSIVE EASEMENT FOR UTILITIES FOR THE BENEFIT OF PARCEL 1 CREATED IN THAT CERTAIN EASEMENT AGREEMENT BY AND BETWEEN CONSOLIDATED INVESTMENT PROPERTIES, INC., AND WIELAND HOLDINGS, INC., RECORDED IN O.R. BOOK 10763, PAGE 50, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCELS: 272809000000024360, 272809000000024350, AND 272809000000024010

EXHIBIT "B"

TOWN OF LAKE HAMILTON
LOCATION MAP

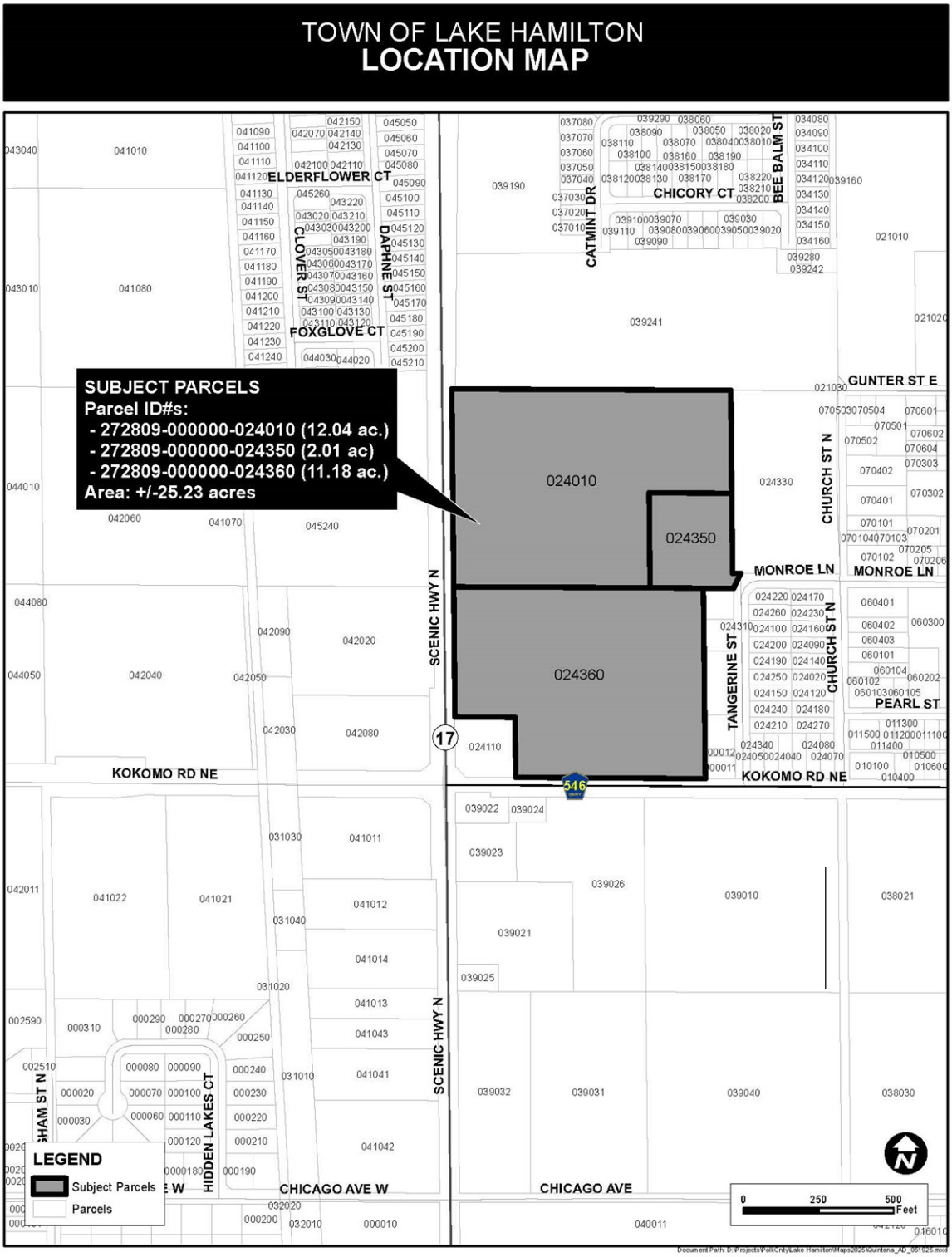


EXHIBIT "C" CONCEPT PLAN



EXHIBIT "D"

NARRATIVE

The proposed development will contain 168 2-story townhouses over 19.07 acres of highway/commercial with amenities such as two parking spaces per unit, a park, four ponds, a trail, tot lot, and a pool to support the entire site. In accordance with the Town of Lake Hamilton's standards, we are confident that this project will bring significant benefits to the neighborhood and contribute to the development goals of the Town of Lake Hamilton. Regarding the community's needs, we have established the following limitations for the 6.16 acres of the neighborhood commercial district:

- Business, medical, dental, or clinics offices are limited to 20,000 sq. ft
- Financial institutions limited to 20,000 sq. ft
- Retail stores for sale of merchandise with each use limited to 10,000 sq. ft like hardware, bakery, meat market, bookstore, florist, antique stores, boutique, pet stores, etc.
- The following establishments are limited to 2,500 sq. ft: travel agency, barbershop, beauty shop, shoe repair, electronics repair, small appliance repair, alterations, laundromat, dry cleaning, postal facilities, print shops, and restaurants
- Indoor commercial recreation facilities such as martial arts, dance studios, and gyms are limited to 2,500 sq. ft of total floor area

DEVELOPMENT PROGRAM : 168 TOWNHOME LOTS/ 53,500 SQFT. COMMERCIAL RETAIL

OPEN SPACE 2.42 AC. (9.59% GROSS AREA) / (12.70% RESIDENTIAL AREA)
POND 2.99 AC. (11.85% GROSS AREA) / (15.68% RESIDENTIAL AREA)
POND MAY ACCOUNT FOR UPTO 50% OF THE REQUIRED ACTIVE RECTATION AREA IF DESIGNED WITH A WALKING TRAIL (AS DEPICTED ON THE CONCEPT PLAN)

TOTAL: 5.41 AC. (21.44% GROSS AREA) / (28.40% RESIDENTIAL AREA)

ACTIVE RECREATION

0.86 AC. (PARK AREA + TOT LOT + POOL+ POOL CABANA) (AS DEPICTED ON THE CONCEPT PLAN)

(3.41% GROSS AREA) / (4.51% RESIDENTIAL AREA)

PERMITTED COMMERCIAL USES :

1. RETAIL / COMMERCIAL STORES FOR SALE OF MERCHANDISE WITH EACH USE LIMITED TO 10,000 SQ. FT ESTABLISHMENTS ARE LIMITED TO THE FOLLOWING: HARDWARE, BAKERY, DAIRY, MEAT MARKET, BOOKSTORE, NEWSSTAND, FLORIST, GIFT / CARD SHOP, SUNDRIES, FURNITURE, ANTIQUE STORES, CLOTHES AND SHOES, JEWELRY, ARTS AND CRAFTS, PET STORES, AND PICTURE FRAMING SHOP.
2. PERSONAL AND BUSINESS SERVICES LIMITED TO 2,500 SQ. FT OF TOTAL FLOOR AREA PER ESTABLISHMENT. ESTABLISHMENTS ARE LIMITED TO THE FOLLOWING: TRAVEL AGENCY, BARBERSHOP, BEAUTY SHOP, SHOE REPAIR, POSTAL FACILITIES, CONSUMER ELECTRONICS REPAIR AND SMALL APPLIANCE REPAIR, TAILORING AND ALTERATIONS, LAUNDROMAT, DRY CLEANING, RESTAURANTS, AND DOG GROOMERS.
3. PACK AND SHIP/PRINT SHOP LIMITED TO 2,500 SQUARE FEET OF GROSS AREA PER ESTABLISHMENT
4. OFFICES SUCH AS THE FOLLOWING, LIMITED TO 20,000 SQUARE FEET PER ESTABLISHMENT: PROFESSIONAL, BUSINESS OFFICES, MEDICAL OR DENTAL OFFICES OR CLINICS
5. BANKS AND FINANCIAL INSTITUTIONS, LIMITED TO 20,000 SQUARE FEET PER ESTABLISHMENT
6. INSTRUCTIONAL COMMERCIAL RECREATION USES LIMITED TO MARTIAL ARTS, DANCE STUDIOS, AND GYMS. THERE SHALL BE A MAXIMUM OF 2,500 SQUARE FEET OF TOTAL FLOOR AREA PER ESTABLISHMENT AND NO MORE THAN ONE PER COMMERCIAL CENTER

OWNERSHIP/MAINTENANCE:

1. ROADWAYS PRIVATE: TO BE OWNED AND MAINTAINED BY THE HOA.
2. STORM WATER PRIVATE: TO BE OWNED AND MAINTAINED BY THE HOA.
3. DRAINAGE EASEMENTS PUBLIC: TO BE OWNED AND MAINTAINED BY THE HOMEOWNER EASEMENT GRANTED TO THE TOWN OF LAKE HAMILTON.
4. UTILITY EASEMENTS PUBLIC: TO BE OWNED AND MAINTAINED BY THE HOMEOWNER WITH EASEMENT GRANTED TO THE TOWN OF LAKE HAMILTON.
5. SANITARY SEWER, PUBLIC: TO BE OWNED AND MAINTAINED BY THE TOWN OF LAKE HAMILTON.

6. POTABLE WATER PUBLIC: TO BE OWNED AND MAINTAINED BY THE TOWN OF LAKE HAMILTON.
7. RECREATION / AMENITY / PRIVATE: TO BE OWNED AND MAINTAINED BY THE HOA.

SETBACKS:
Townhome:

Min rear setback: 20’
Min front setback: 20’
Min side setback: 0’
Min corner side setback: 5’
Min lot depth: 100’
Min lot width: 20’
Min lot size: 2,000 sf
Max lot height: 35’

Commercial:

Min commercial lot size: 49,000 sf / 1.12 AC
Min commercial bldg. setback from ROW: 60’
Min commercial bldg. setback from residential tract: 20’

GENERAL:
PROJECT SHALL COMPLY WITH THE RESIDENTIAL DESIGN STANDARDS SET FORTH BY TOWN OF LAKE HAMILTON, FLORIDA. .

LANDSCAPING & IRRIGATION:
ALL LANDSCAPING AND IRRIGATION SHALL MEET OR EXCEED THE REQUIREMENTS OF THE TOWN OF LAKE HAMILTON LAND DEVELOPMENT CODE.

SIGNAGE:
BILLBOARDS AND POLE SIGNS SHALL BE PROHIBITED. GROUND AND FASCIA SIGNS SHALL COMPLY WITH THE TOWN OF LAKE HAMILTON LAND DEVELOPMENT CODE.

EASEMENTS:
ANY EASEMENT SHOWN AS PROPOSED WILL BE RECORDED PRIOR TO ISSUING THE CERTIFICATE OF OCCUPANCY.

STORMWATER MANAGEMENT:
OWNERSHIP AND MAINTENANCE OF STORM WATER POND SHALL BE THE RESPONSIBILITY OF THE HOMEOWNER'S ASSOCIATION. THE STORMWATER MANAGEMENT SYSTEM SHALL BE DESIGNED TO MEET TOWN OF LAKE HAMILTON CODES AND SOUTHWEST FLORIDA WATER MANAGEMENT

DISTRICT REQUIREMENTS. BASED ON THE NATIONAL FLOOD INSURANCE PROGRAM FIRM MAP NO. 12105C0390G EFFECTIVE DECEMBER 22, 2016, PROPERTY IS WITHIN ZONE "X".

SANITARY LIFT STATION:
OWNERSHIP AND MAINTENANCE OF THE SANITARY LIFT STATION SHALL BE THE RESPONSIBILITY OF THE TOWN OF LAKE HAMILTON UTILITY DEPARTMENT.

PHASING:
PROJECT WILL BE CONSTRUCTED AS ONE (1) PHASE. THESE PLANS DETAIL ALL PHASES OF CONSTRUCTION WHICH INCLUDE THE ROADWAY, ASSOCIATED UTILITIES AND PONDS.

FIRE:
FIRE DEPARTMENT ACCESS AND WATER SUPPLY SHALL COMPLY WITH NFPA 1 (2020 EDITION), FFPC (7TH EDITION), AND TOWN OF LAKE HAMILTON LDC.

PARKING:
IN ACCORDANCE WITH THE LAND DEVELOPMENT CODE SEC. 16-72 (CHART B).

Town of Lake Hamilton

Town Council

PUD Staff Report

August 5, 2025

TO: LAKE HAMILTON TOWN COUNCIL

FROM: COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: **PUD REZONING**

Ordinance 2025-05: An applicant-initiated amendment to the Official Zoning Map of the Town of Lake Hamilton specifically changing the zoning for parcels of land that total approximately 25.23 acres parcels that total approximately 25.23 acres, located on the east side of Scenic Highway on the northside Kokomo Road. (parcels 272809-000000-024010, 272809-000000-024350 AND 272809-000000-024360) from Town Highway Commercial (C-1) to Town Planned Unit Development (PUD).

AGENDA & HEARING DATES:

Planning Commission Meeting: Wednesday, June 25, 2025 at 5:30 PM
Town Council Meeting (First Reading): July 1, 2025; 6:00 PM; Continued
Town Council Meeting (First Reading): August 5, 2025;
Anticipated Town Council Meeting (Second Reading): September 2, 2025 6:00PM

Planning Commission Recommendation

On June 25, 2025, the Planning Commission unanimously recommended denial of both the FLU amendment and PUD application, citing traffic, school capacity, and the need for more commercial.

Attachments

Aerial Photo | Location Map | | Existing Zoning Map | Proposed Zoning Map | Proposed Master Development Plan | Ordinance 2025-05: Quintana PUD Concept Plan

Overview:

APPLICATIONS	
Owner	Quintana Hamilton Holdings LLC
Agent	Dave Schmitt, P.E.
Property Size	± 25.23 acres
Property Location	North of Kokomo Road between State Road 17 (Scenic Highway) and Tangerine Street
Parcel IDs	272809-000000-024010, 272809-000000-024350 AND 272809-000000-024360
Zoning: Existing	Town Highway Commercial (C-1)
Zoning: Proposed	Town Planned Unit Development (PUD)

BACKGROUND AND REASON FOR REQUEST:

The applicant is requesting a Future Land Use change from Town Commercial/Service to Town Residential Lands M (RES-M). The applicant has a companion rezoning application requesting Town Planned Unit Development (PUD) to facilitate the development of a mixed-use 168 townhome and 53,500 sq. ft retail center. A proposed concept plan is included in the PUD staff report. Descriptions for both the existing and proposed zoning districts are provided as follows:

Existing Highway Commercial (C-1) Zoning District:

Sec. 16-108. C-1 Commercial District.

(a) Scope, purpose and permitted uses. This section applies to the C-1 commercial district. The purpose of the C-1 commercial district is to:

(1) Provide for commercial uses of land and buildings along certain highway frontage in a manner that will recognize its economic utility in servicing the motoring public;

(2) Establish certain criteria to promote traffic safety in such service; and

(3) Minimize any adverse effect of such commercial uses on adjoining residential or agricultural districts.

Permitted principal uses are as provided in Table 16-103.1(A), table of land uses.

Proposed Planned Unit Development (PUD) zoning district:

The purpose of this district is to provide flexible land use and design regulations and to allow planned diversification and integration of uses and structures, while retaining to the town the authority to establish limitations and regulations thereon for the benefit of the public health, safety, and welfare. It is the intent of the planned unit development (PUD) processes to reduce improvement costs through a more efficient use of land, to preserve natural amenities and environmental assets by permitting a more economical and concentrated use of building areas, to provide maximum opportunity for the

application of innovative concepts and generally more flexibility for sound planning than may be achieved in other zoning districts. This district is a "floating" district which is not placed on the official zoning map of the town until application is made and a rezoning and plan of development are approved by the town council in accordance with the requirements of this division.

(a) Generally. A PUD shall be permitted only upon an order of the Town Council approving the development plan which includes approval of the PUD concept plan and development standards. No PUD development plan shall be approved unless it complies with the eligibility standards in this division and all relevant provisions in this Code.

(b) Standards that may be varied. Development standards that depart from certain standards of this Code may be proposed and approved through the PUD process in consideration of unique, innovative, and superior project design. Where not specified in the PUD, the applicable standards of this Code shall apply. Standards that may be varied shall include the following:

(1) Setbacks.

(2) Lot coverage.

(3) Height.

(4) Landscaping.

(5) Internal buffering.

(6) Off-street parking.

(7) Signage.

COMPREHENSIVE PLAN COMPATIBILITY AND ZONING COMPATIBILITY:

Table 1 includes the density/intensity for the amendment to the Zoning Map designations for the property.

Table 1:
Analysis of Impacts from Proposed Rezoning

	Existing Zoning: Highway Commercial (C-1) (25.23 acres)	**Proposed Zoning: PUD (25.23 acres)**
Density/Intensity	C-1: FAR 0.5	PUD; 9.99 DU/acre and FAR 0.25
Density Potential	2,198,000 sf. of non-residential	252 DU's or 1,099,000 sf. non-residential
Difference	Reduction of 1,099,000 sf non-residential	

The proposed zoning change can be considered compatible with the surrounding area based on the Future Land Uses and zoning on nearby properties. More information is available in the Land Use Analysis located below

Zoning Analysis:

The subject property is surrounded by properties within the incorporated Town limits, which has been assigned Town PUD to the North (Scenic Terrace), Public Institutional (PI) (Town water plant) and Residential Multi-Family (RMF) to the East. To the South and across Kokomo Rd. is (Neighborhood (C-2) and PUD (Feltrim Lakes). To the West across Kokomo Rd. is PUD (Scenic Terrace), Agricultural, and Highway Commercial (C-1).

The Matrix below outlines the existing and proposed Future Land Use and Zoning of the subject property and the existing Future Land Use and the Zoning of adjacent properties, and the existing land use and zoning of the adjacent properties.

Land Use Matrix

Northwest	North	Northeast
FLU: Town RL-5 **ZONING**: PUD **EXISTING USE:** Singel-family subdivision	**FLU: Town** RL-5 **ZONING**: PUD **EXISTING USE:** Singel-family subdivision	**FLU: Town** RL-5 **ZONING**: PUD **EXISTING USE:** Singel-family subdivision
West	**Subject Property**	**East**
FLU: Agricultural\CS **ZONING**: AG\C-1 **EXISTING USE:** Agriculture\ Office/truck parking	**EXISTING FLU:** Town C/S **PROPOSED FLU:** Town RL-M **EXISTING ZONING:** Town C-1 **PROPOSED ZONING:** Town PUD (see companion application) **EXISTING USE:** Wherehouse/distribution facility	**FLU:** RL-5 **ZONING**: PBG/RMF/C-1 **EXISTING USE:** Water plant/SFR/vacant
Southwest	**South**	**Southeast**
FLU: CS **ZONING**: C-1 **EXISTING USE:** Agricultural	**FLU:** RL-5\ROR **ZONING**: PUD\C-2 **EXISTING USE:** Vacant\ Convenience store with gas sales	**FLU:** Agricultural **ZONING**: AG **EXISTING USE:** Agriculture

Public Facilities and Services Analysis:

The following is a summary analysis of the potential impacts on existing public facilities and services.

Potable Water

At this time, the Town can provide potable water for the development. Water lines exist west and south of the property. Water service is along Kokomo Rd. and Scenic Highway. The owner/developer will be responsible for the cost of any improvements related to the development of the subject property.

Sanitary Sewer

At this time, the Town can provide sanitary sewer for the development. A force main exists East of the property approximately 450 ft. on the south side of Kokomo Rd. The owner/developer will be responsible for the cost of any improvements related to the development of the subject property.

Transportation/Traffic:

The property is adjacent to Kokomo Road (Town maintained) on the south side and Scenic Highway (FDOT maintained) along the west. The applicant has submitted a traffic study and has been approved by staff.

Schools

The applicant has provided a non-binding school concurrency determination. This letter indicates that there is sufficient capacity.

Recreation/Open Space:

Based on the Town's recreation and open space level of service standard of 4.5 acres per 1,000 population. Under the PUD zoning the site would permit a maximum of 168 townhomes. Based on 168 dwelling units, the project would require 1.89 acres of land (168 lots x 2.51 persons per home x 4.5/1000).

Emergency Services:

Emergency services for both City and County-operated facilities are all in close proximity to the subject property. Police, fire, and EMS are located within a 3-mile radius (by car) and travel time without sirens is 6 minutes or less.

- Polk County Fire Rescue – 1.5 Miles ~ 4 minutes
- Lake Hamilton Police Department – 1.5 Miles ~ 4 minutes
- Winter Haven Hospital Emergency Room – 9.9 miles ~ 22 minutes
- Lakeland Regional Hospital Emergency Room – 35.6 miles ~ 50 minutes

Environmental

The site does not include wetland or floodplains. Prior to development, the applicant will complete an environmental analysis to ensure compliance with Town code.

Proposed Conditions

1. Development approval consists of 168 fee-simple townhomes and 53,000 sq.ft of commercial.

2. Project will be developed in 2 phases with the commercial and supporting infrastructure being constructed in Phase 1. The residential will be constructed in Phase 2.

3.Any roadway improvements identified in the project traffic study, shall be the sole responsibility of the developer for construction to ensure that this is done so that the improvements, timing, and the cost to be constructed prior to any impacts. Roads impacted by the development and called out for specific improvements shall be clearly communicated to the State of Florida and the Town.

4. The developer shall provide cross-access easement to parcel 272809000000024110, located at the NE corner of Kokomo Rd and Scenic Highway.

5. The development shall provide a 40' ROW half-section along the frontage of Kokomo Rd.

6. At a minimum, the active recreation tracts shall include the full-range amenities to serve all age groups with emphasis on the target population the market area will produce as prospective buyers of the homes. The final design of parks and other amenities shall be submitted to the Town for approval. No more than half of the lots in the project shall have received a Certificate of Occupancy prior to the construction of the active recreation facilities. The Developer may be permitted to replace any amenity discussed herein with a similar or substitute amenity which shall be considered for approval by the Town of Lake Hamilton Development Director at construction plan review.

7. The Developer shall comply with the regulations of the Polk County School Board regarding school concurrency by the time the subdivision plat is certified to the Town for review and approval. The applicant shall submit a non-binding letter of concurrency from the Polk County School Board prior to application for subdivision plan approval.

4. A master stormwater plan for the site is required at the time the subdivision plat is certified to the Town for review and approval. The Homeowners Association (HoA) shall be responsible for the permits, ownership, maintenance and repair of the installed system.

5. The Town shall be included in any decision by the developer regarding street and community lighting design and service. The HoA will be responsible for all costs associated with street and community lighting, including any monthly utility payments, lease of equipment, maintenance and repair of the installed system.

6. The Master Development Plan is conceptual in nature. The narrative will identify any alternative development standards and are incorporated herein. Development must meet all code requirements and/or engineering standards, prior to final Plat approval.

AERIAL MAP
QUINTANA

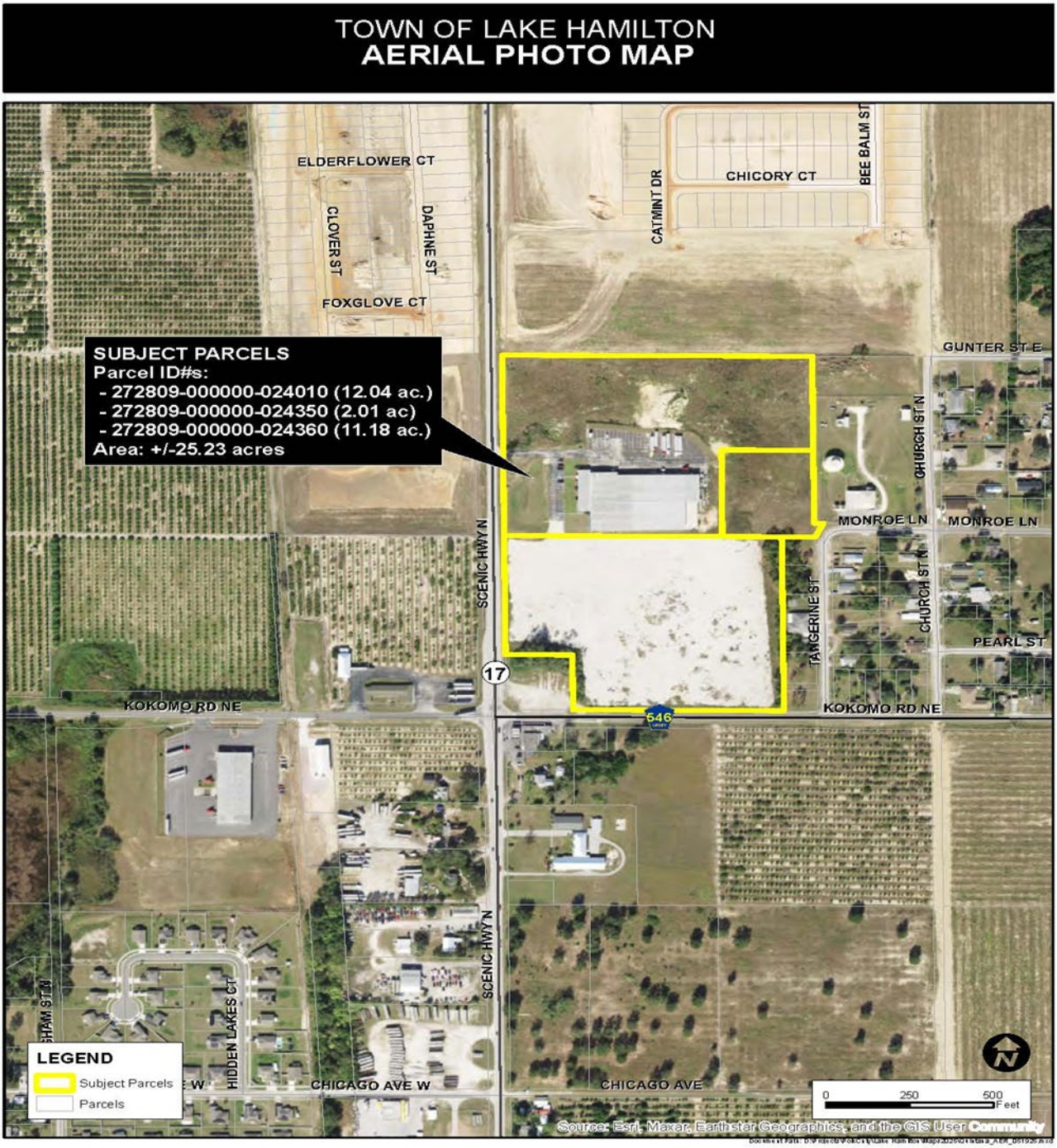


EXHIBIT "A"

Legal Description:
PARCEL 1

THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 2 7 EAST, POLK COUNTY, FLORIDA.
LESS AND EXCEPT THE EAST 125 FEET THEREOF.
ALSO LESS AND EXCEPT:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, AND RUN SOUTH 89 DEGREES 28 MINUTES 00 SECONDS EAST ALONG THE SOUTH BOUNDARY OF SAID SOUTHEAST 1/4, 68.91 FEET; THENCE NORTH 00 DEGREES 20 MINUTES 28 SECONDS WEST, 25.00 FEET TO THE POINT OF BEGINNING, SAID POINT BEING ON THE NORTH RIGHT OF WAY LINE OF KOKOMO ROAD; THENCE SOUTH 89 DEGREES 28 MINUTES 00 SECONDS EAST ALONG SAID NORTH RIGHT OF WAY LINE, 165 FEET, THENCE NORTH 00 DEGREES 20 MINUTES 28 SECONDS WEST, 200 FEET; THENCE NORTH 89 DEGREES 28 MINUTES 00 SECONDS WEST, 200.00 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF U.S. ALTERNATE 27, THENCE SOUTH 00 DEGREES 20 MINUTES 28 SECONDS EAST ALONG SAID EAST RIGHT OF WAY LINE, 165 FEET, THENCE SOUTH 44 DEGREES 54 MINUTES 14 SECONDS EAST, 49.87 FEET TO THE POINT OF BEGINNING.
ALSO LESS AND EXCEPT ANY PORTION THEREOF LYING IN SCENIC HIGHWAY (A/K/A U.S. ALTERNATE 27) AND KOKOMO ROAD.

PARCEL 2
A PARCEL OF LAND BEING A PORTION OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS:
COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/ 4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9 AND THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, ALONG SAID NORTH LINE, A DISTANCE OF 653.57 FEET TO THE POINT OF BEGINNING; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, PARALLEL WITH THE WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, A DISTANCE OF 316.00 FEET; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, A DISTANCE OF 275.00 FEET TO SAID WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/ 4 OF THE SOUTHEAST 1/ 4 OF SECTION 9; THENCE SOUTH 00 DEGREES 34 MINUTES 40 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 266.01 FEET; THENCE SOUTH 89 DEGREES 42 MINUTES 38 SECONDS EAST, A DISTANCE OF 27.48 FEET; THENCE SOUTH 26 DEGREES 04 MINUTES 26 SECONDS WEST, A DISTANCE OF 55.52 FEET TO THE AFORESAID NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID

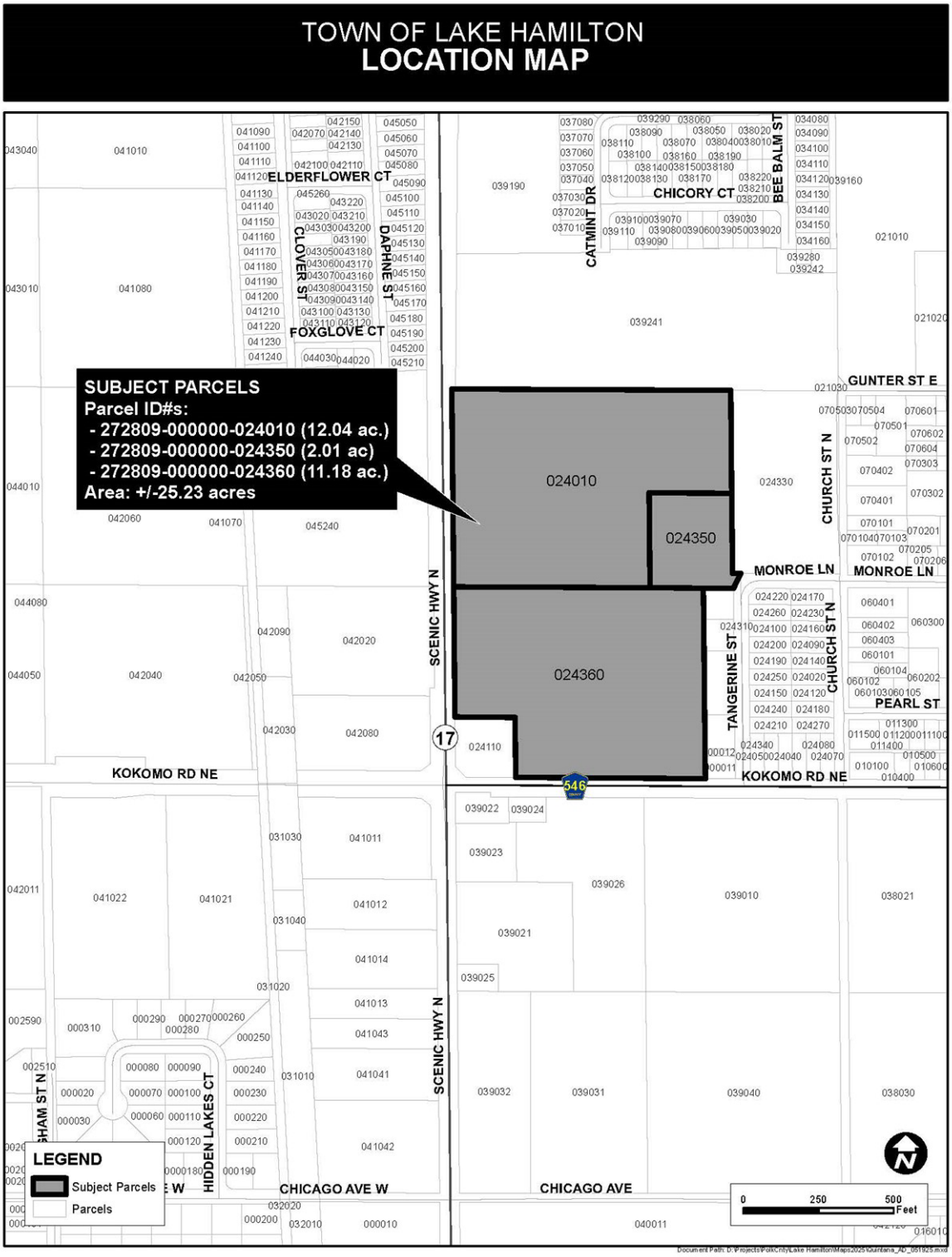
SECTION 9; THENCE NORTH 89 DEGREES 43 MINUTES 43 SECONDS WEST, ALONG SAID NORTH LINE, A DISTANCE OF 277.57 FEET TO THE POINT OF BEGINNING.

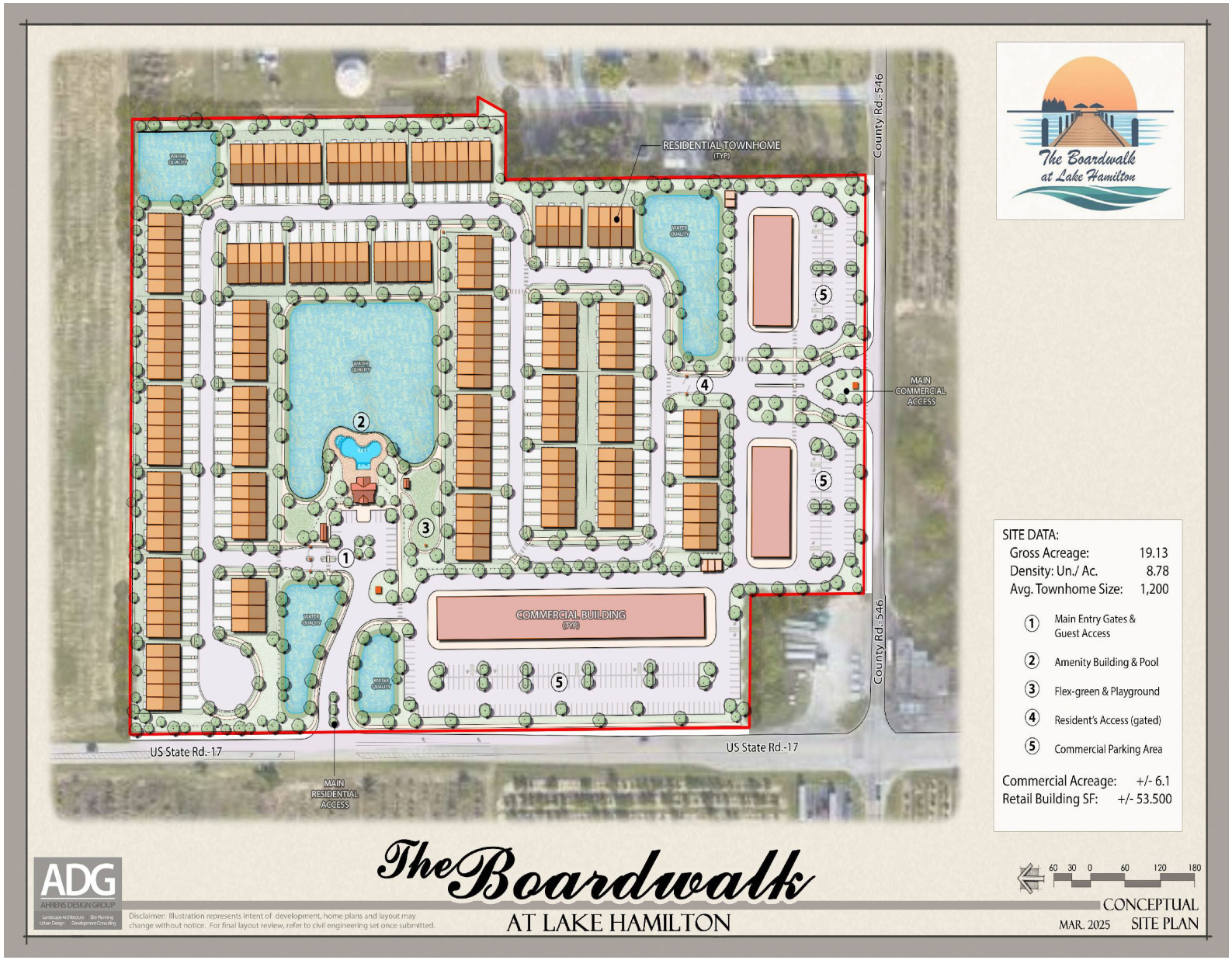
PARCEL 3
A PARCEL OF LAND BEING A PORTION OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS:
COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF THE WEST 3/4 OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9 AND THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17, FOR THE POINT OF BEGINNING; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, ALONG SAID NORTH LINE, A DISTANCE OF 653.57 FEET; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, PARALLEL WITH THE WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, A DISTANCE OF 316.00 FEET; THENCE SOUTH 89 DEGREES 43 MINUTES 43 SECONDS EAST, A DISTANCE OF 275.00 FEET TO SAID WEST LINE OF THE EAST 357.62 FEET OF AFORESAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9; THENCE NORTH 00 DEGREES 34 MINUTES 40 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 342.85 FEET TO THE NORTH LINE OF SAID NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9; THENCE NORTH 89 DEGREES 44 MINUTES 21 SECONDS WEST, ALONG SAID NORTH LINE, A DISTANCE OF 928.35 FEET TO THE AFORESAID EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 17; THENCE SOUTH 00 DEGREES 33 MINUTES 31 SECONDS EAST, ALONG SAID EASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 658.68 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH A NON-EXCLUSIVE EASEMENT FOR UTILITIES FOR THE BENEFIT OF PARCEL 1 CREATED IN THAT CERTAIN EASEMENT AGREEMENT BY AND BETWEEN CONSOLIDATED INVESTMENT PROPERTIES, INC., AND WIELAND HOLDINGS, INC., RECORDED IN O.R. BOOK 10763, PAGE 50, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCELS: 272809000000024360, 272809000000024350, AND 272809000000024010

EXHIBIT "B"


TOWN OF LAKE HAMILTON
LOCATION MAP
SUBJECT PARCELS
Parcel ID#s:
- 272809-000000-024010 (12.04 ac.)
- 272809-000000-024350 (2.01 ac)
- 272809-000000-024360 (11.18 ac.)
Area: +/-25.23 acres
024010
024350
024360
ELDERFLOWER CT
FOXGLOVE CT
CLOVER ST
DAPHNE ST
CATMINT DR
CHICORY CT
BEE BALM ST
GUNTER ST E
CHURCH ST N
MONROE LN
TANGERINE ST
PEARL ST
SCENIC HWY N
KOKOMO RD NE
CHICAGO AVE W
CHICAGO AVE
HIDDEN LAKES CT
LEGEND
Subject Parcels
Parcels
0
250
500
Feet


RESIDENTIAL TOWNHOME
(TYP)
County Rd.-546
MAIN
COMMERCIAL
ACCESS
COMMERCIAL BUILDING
(TYP)
US State Rd.-17
US State Rd.-17
MAIN
RESIDENTIAL
ACCESS
The Boardwalk
at Lake Hamilton
SITE DATA:
Gross Acreage: 19.13
Density: Un./ Ac. 8.78
Avg. Townhome Size: 1,200
1 Main Entry Gates & Guest Access
2 Amenity Building & Pool
3 Flex-green & Playground
4 Resident's Access (gated)
5 Commercial Parking Area
Commercial Acreage: +/- 6.1
Retail Building SF: +/- 53.500
ADG
AHRENS DESIGN GROUP
Disclaimer: Illustration represents intent of development, home plans and layout may change without notice. For final layout review, refer to civil engineering set once submitted.
The Boardwalk
AT LAKE HAMILTON
60 30 0 60 120 180
CONCEPTUAL
MAR. 2025 SITE PLAN

NARRATIVE

The proposed development will contain 168 2-story townhouses over 19.07 acres of highway/commercial with amenities such as two parking spaces per unit, a park, four ponds, a trail, tot lot, and a pool to support the entire site. In accordance with the Town of Lake Hamilton's standards, we are confident that this project will bring significant benefits to the neighborhood and contribute to the development goals of the Town of Lake Hamilton. Regarding the community's needs, we have established the following limitations for the 6.16 acres of the neighborhood commercial district:

- Business, medical, dental, or clinics offices are limited to 20,000 sq. ft
- Financial institutions limited to 20,000 sq. ft
- Retail stores for sale of merchandise with each use limited to 10,000 sq. ft like hardware, bakery, meat market, bookstore, florist, antique stores, boutique, pet stores, etc.
- The following establishments are limited to 2,500 sq. ft: travel agency, barbershop, beauty shop, shoe repair, electronics repair, small appliance repair, alterations, laundromat, dry cleaning, postal facilities, print shops, and restaurants
- Indoor commercial recreation facilities such as martial arts, dance studios, and gyms are limited to 2,500 sq. ft of total floor area

DEVELOPMENT PROGRAM : 168 TOWNHOME LOTS/ 53,500 SQFT. COMMERCIAL RETAIL

OPEN SPACE 2.42 AC. (9.59% GROSS AREA) / (12.70% RESIDENTIAL AREA)
POND 2.99 AC. (11.85% GROSS AREA) / (15.68% RESIDENTIAL AREA)
POND MAY ACCOUNT FOR UPTO 50% OF THE REQUIRED ACTIVE RECTATION AREA IF DESIGNED WITH A WALKING TRAIL (AS DEPICTED ON THE CONCEPT PLAN)

TOTAL: 5.41 AC. (21.44% GROSS AREA) / (28.40% RESIDENTIAL AREA)

ACTIVE RECREATION
0.86 AC. (PARK AREA + TOT LOT + POOL+ POOL CABANA) (AS DEPICTED ON THE CONCEPT PLAN)

(3.41% GROSS AREA) / (4.51% RESIDENTIAL AREA)

PERMITTED COMMERCIAL USES :

1. RETAIL / COMMERCIAL STORES FOR SALE OF MERCHANDISE WITH EACH USE LIMITED TO 10,000 SQ. FT ESTABLISHMENTS ARE LIMITED TO THE FOLLOWING: HARDWARE, BAKERY, DAIRY, MEAT MARKET, BOOKSTORE, NEWSSTAND, FLORIST, GIFT / CARD SHOP, SUNDRIES, FURNITURE, ANTIQUE STORES, CLOTHES AND SHOES, JEWELRY, ARTS AND CRAFTS, PET STORES, AND PICTURE FRAMING SHOP.
2. PERSONAL AND BUSINESS SERVICES LIMITED TO 2,500 SQ. FT OF TOTAL FLOOR AREA PER ESTABLISHMENT. ESTABLISHMENTS ARE LIMITED TO THE FOLLOWING: TRAVEL AGENCY, BARBERSHOP, BEAUTY SHOP, SHOE REPAIR, POSTAL FACILITIES, CONSUMER ELECTRONICS REPAIR AND SMALL APPLIANCE REPAIR, TAILORING AND ALTERATIONS, LAUNDROMAT, DRY CLEANING, RESTAURANTS, AND DOG GROOMERS.
3. PACK AND SHIP/PRINT SHOP LIMITED TO 2,500 SQUARE FEET OF GROSS AREA PER ESTABLISHMENT
4. OFFICES SUCH AS THE FOLLOWING, LIMITED TO 20,000 SQUARE FEET PER ESTABLISHMENT: PROFESSIONAL, BUSINESS OFFICES, MEDICAL OR DENTAL OFFICES OR CLINICS
5. BANKS AND FINANCIAL INSTITUTIONS, LIMITED TO 20,000 SQUARE FEET PER ESTABLISHMENT
6. INSTRUCTIONAL COMMERCIAL RECREATION USES LIMITED TO MARTIAL ARTS, DANCE STUDIOS, AND GYMS. THERE SHALL BE A MAXIMUM OF 2,500 SQUARE FEET OF TOTAL FLOOR AREA PER ESTABLISHMENT AND NO MORE THAN ONE PER COMMERCIAL CENTER

OWNERSHIP/MAINTENANCE:

1. ROADWAYS PRIVATE: TO BE OWNED AND MAINTAINED BY THE HOA.
2. STORM WATER PRIVATE: TO BE OWNED AND MAINTAINED BY THE HOA.
3. DRAINAGE EASEMENTS PUBLIC: TO BE OWNED AND MAINTAINED BY THE HOMEOWNER EASEMENT GRANTED TO THE TOWN OF LAKE HAMILTON.
4. UTILITY EASEMENTS PUBLIC: TO BE OWNED AND MAINTAINED BY THE HOMEOWNER WITH EASEMENT GRANTED TO THE TOWN OF LAKE HAMILTON.
5. SANITARY SEWER, PUBLIC: TO BE OWNED AND MAINTAINED BY THE TOWN OF LAKE HAMILTON.
6. POTABLE WATER PUBLIC: TO BE OWNED AND MAINTAINED BY THE TOWN OF LAKE HAMILTON.
7. RECREATION / AMENITY / PRIVATE: TO BE OWNED AND MAINTAINED BY THE HOA.

SETBACKS:
Townhome:

Min rear setback: 20’
Min front setback: 20’
Min side setback: 0’
Min corner side setback: 5’
Min lot depth: 100’
Min lot width: 20’
Min lot size: 2,000 sf
Max lot height: 35’

Commercial:

Min commercial lot size: 49,000 sf / 1.12 AC
Min commercial bldg. setback from ROW: 60’
Min commercial bldg. setback from residential tract: 20’

GENERAL:
PROJECT SHALL COMPLY WITH THE RESIDENTIAL DESIGN STANDARDS SET FORTH BY TOWN OF LAKE HAMILTON, FLORIDA. .

LANDSCAPING & IRRIGATION:
ALL LANDSCAPING AND IRRIGATION SHALL MEET OR EXCEED THE REQUIREMENTS OF THE TOWN OF LAKE HAMILTON LAND DEVELOPMENT CODE.

SIGNAGE:
BILLBOARDS AND POLE SIGNS SHALL BE PROHIBITED. GROUND AND FASCIA SIGNS SHALL COMPLY WITH THE TOWN OF LAKE HAMILTON LAND DEVELOPMENT CODE.

EASEMENTS:
ANY EASEMENT SHOWN AS PROPOSED WILL BE RECORDED PRIOR TO ISSUING THE CERTIFICATE OF OCCUPANCY.

STORMWATER MANAGEMENT:
OWNERSHIP AND MAINTENANCE OF STORM WATER POND SHALL BE THE RESPONSIBILITY OF THE HOMEOWNER'S ASSOCIATION. THE STORMWATER MANAGEMENT SYSTEM SHALL BE DESIGNED TO MEET TOWN OF LAKE HAMILTON CODES AND SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT REQUIREMENTS. BASED ON THE NATIONAL FLOOD INSURANCE PROGRAM FIRM MAP NO. 12105C0390G EFFECTIVE DECEMBER 22, 2016, PROPERTY IS WITHIN ZONE "X".

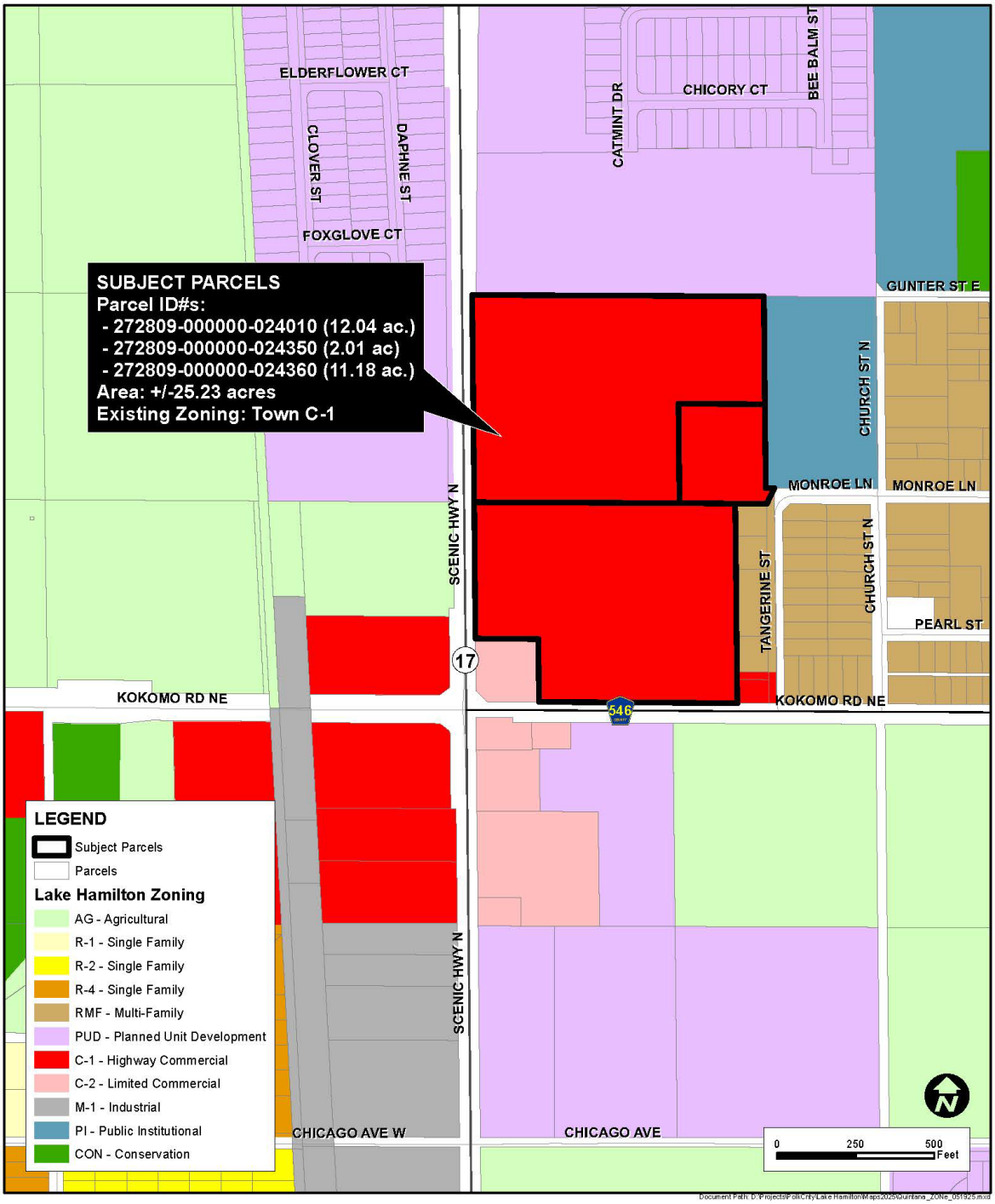
SANITARY LIFT STATION:
OWNERSHIP AND MAINTENANCE OF THE SANITARY LIFT STATION SHALL BE THE RESPONSIBILITY OF THE TOWN OF LAKE HAMILTON UTILITY DEPARTMENT.

PHASING:
PROJECT WILL BE CONSTRUCTED AS ONE (1) PHASE. THESE PLANS DETAIL ALL PHASES OF CONSTRUCTION WHICH INCLUDE THE ROADWAY, ASSOCIATED UTILITIES AND PONDS.

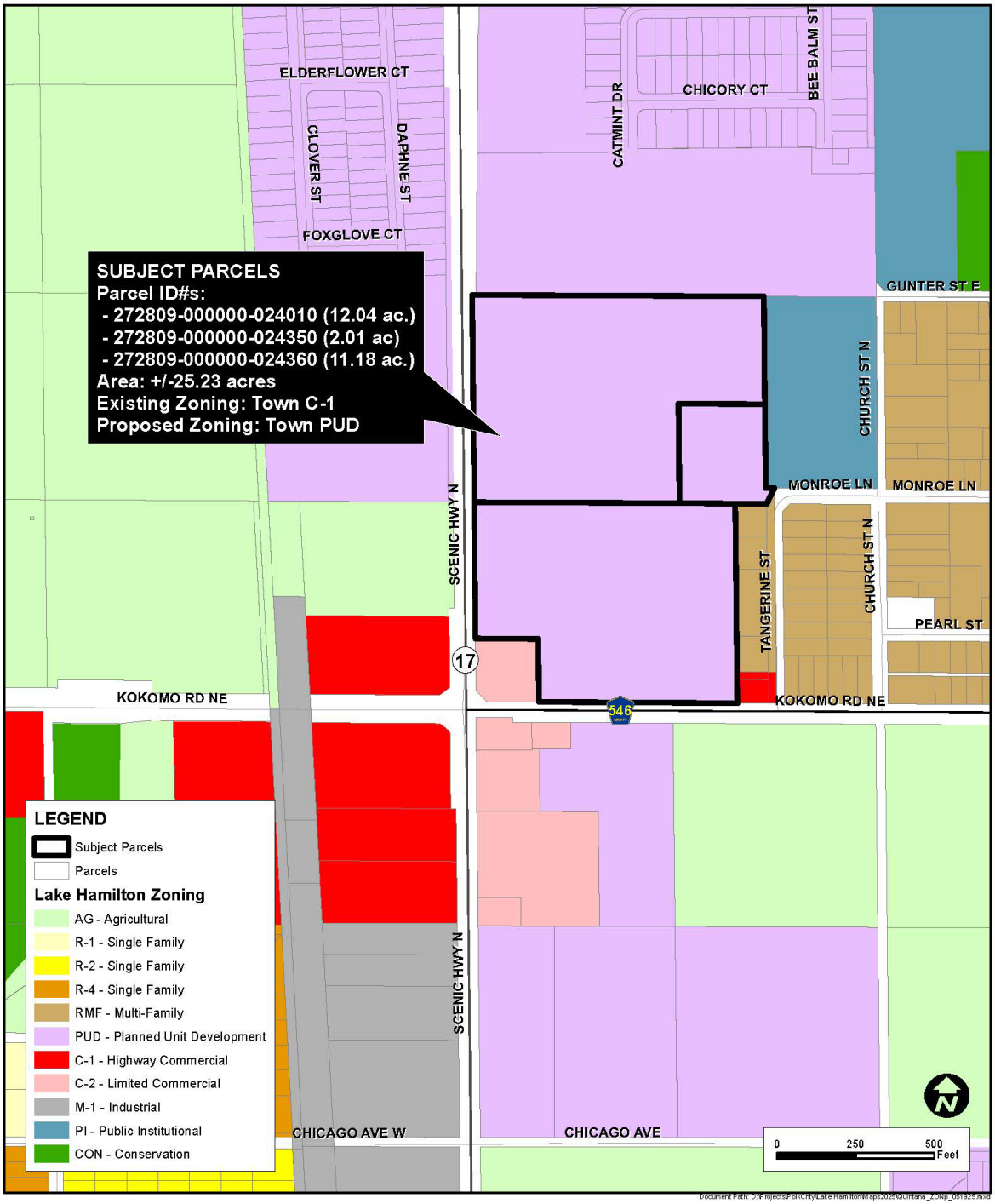
FIRE:
FIRE DEPARTMENT ACCESS AND WATER SUPPLY SHALL COMPLY WITH NFPA 1 (2020 EDITION), FFPC (7TH EDITION), AND TOWN OF LAKE HAMILTON LDC.

PARKING:
IN ACCORDANCE WITH THE LAND DEVELOPMENT CODE SEC. 16-72 (CHART B).

TOWN OF LAKE HAMILTON
EXISTING ZONING MAP



TOWN OF LAKE HAMILTON
PROPOSED ZONING MAP



Benton

TITLE SERIES



3	2.5	1,407	20'
BEDS	BATHS	SQ FT	WIDE



1ST FLOOR



2ND FLOOR

Jernigan

TITLE SERIES



3	2.5	1,428	20'
BEDS	BATHS	SQ FT	WIDE

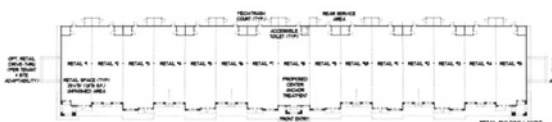


1ST FLOOR



2ND FLOOR





Rieber Development
Retail Building

A1.2

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: First Reading of Ordinance O-2025-XX regarding amending/repealing Town Code, Sections 16-236 and 16-237 to comply with SB784.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA; AMENDING CHAPTER 16, ARTICLE IV., DIVISION 2., "PLATS"; REMOVING TOWN COUNCIL FROM THE PLAT APPROVAL PROCESS IN COMPLIANCE WITH SB 784; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

ATTACHMENT(S):
Underline-strike through Ordinance.pdf

ORDINANCE 2025-XX

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA; AMENDING CHAPTER 16, ARTICLE IV., DIVISION 2., "PLATS"; REMOVING TOWN COUNCIL FROM THE PLAT APPROVAL PROCESS IN COMPLIANCE WITH SB 784; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on February 17, 2025, the Florida Senate first considered Senate Bill 784, which removes the governing body of municipalities and counties from the process of approving plats and replats; and

WHEREAS, the Bill was subsequently passed and signed into law by the Governor and codified as Section 177.071(1)(a), Florida Statutes; and

WHEREAS, over the years, the platting process has become largely a ministerial act, meaning that once the statutory provisions were met by the applicant, the approval of the plat or replat did not require any decision-making on the part of the governing body; and

WHEREAS, in recognition of this situation, the Florida Legislature took its affirmative action.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and incorporated herein by reference.

Section 2. Amendments. Chapter 16, Article IV., Division 2. "Plats" is hereby amended to read as follows:

(Underlined words are additions to original text; words ~~stricken through~~ are deletions from original text)

Sec. 16-236. - Review by the development director.

The development director shall, within five working days of receiving the plat, determine whether the plat conforms to the approved development plan and the requirements of F.S. ch. 177. If the department determines that the plat so

conforms, ~~it shall place the plat on the next available agenda of the town council allowing for the required notice.~~the development director shall approve the plat. If it does not conform, the development director shall explain the deficiency in the plat to the developer and inform him that a corrected plat may be resubmitted for approval.

Sec. 16-237. Reserved. ~~- Review by the town council.~~

~~Review of the plat by the town council shall be strictly limited to whether the plat conforms to the requirements of F.S. ch. 177. A conforming plat shall be approved and the development director shall forthwith issue the development order allowing development to proceed. The town council shall return nonconforming plats to the developer with an explanation of deficiencies and a notice that a corrected plat may be resubmitted for approval.~~

Section 3. Conflicts. All ordinances in conflict herewith are repealed to the extent necessary to give this ordinance full force and effect.

Section 4. Severability. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.

Section 5. Codification. It is the intent of Town Council that the provisions of this Ordinance shall become codified and made part of the Land Development Regulations of the Town of Lake Hamilton, Florida, and the sections cited in this Ordinance may be renumbered, reformatted, or re-lettered to accomplish such intention.

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

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of _____ 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of _____ 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: First reading of Ordinance O-2025-XX regarding Chapter 8, Buildings and Building Regulations Section 8.1 regarding Certificates of competency and Chapter 28 Taxation, Section 28.21.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION:

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA, PERTAINING TO CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE I, SECTION 8.1, CERTIFICATES OF COMPETENCY: BY CHANGING THE AUTHORIZING AGENT; ARTICLE II; CHAPTER 28; TAXATION; SECTION 28.21; ACTS DEEMED CONCLUSIVE EVIDENCE OF LIABILITY FOR OCCUPATIONAL LICENSE TAX BY CHANGING THE NOMENCLATURE TO BUSINESS TAX RECIPT OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON; DECLARING THIS ORDINANCE IS INTENDED TO SECURE AND PROMOTE THE PUBLIC HEALTH, SAFETY, WELFARE AND QUALITY OF LIFE OF THE PUBLIC; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

ATTACHMENT(S):
BO Ordinance.pdf

ORDINANCE 0-25-XX

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA, PERTAINING TO CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE I, SECTION 8.1, CERTIFICATES OF COMPETENCY: BY CHANGING THE AUTHORIZING AGENT; ARTICLE II; CHAPTER 28; TAXATION; SECTION 28.21; ACTS DEEMED CONCLUSIVE EVIDENCE OF LIABILITY FOR OCCUPATIONAL LICENSE TAX BY CHANGING THE NOMENCLATURE TO BUSINESS TAX RECIPT OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON; DECLARING THIS ORDINANCE IS INTENDED TO SECURE AND PROMOTE THE PUBLIC HEALTH, SAFETY, WELFARE AND QUALITY OF LIFE OF THE PUBLIC; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

Whereas, Section 163.3167(c) Florida Statutes, empowers the Town to adopt land development regulations to guide the growth and development of the Town, and to amend such regulations from time to time; and

Whereas, the Town Council of the Town of Lake Hamilton has determined it necessary and desirable to revise and amend the regulations encompassed by the Land Development Code of the Town relating to certificates of competency; and

Whereas, pursuant to Section 166.041(c)2 Florida Statutes, the Town Council has held two public hearings to amend the Land Development Code of the Town of Lake Hamilton; and

Whereas, the public hearings were advertised and held with due public notice to obtain public comment; and having considered all written and oral comments received during the public hearings the Town Council finds that the changes are necessary and appropriate to the needs of the Town

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

1. Chapter 8, Buildings and Building Regulations Section 8.1 regarding Certificates of competency and Chapter 28 Taxation, Section 28.21 regarding Acts deemed conclusive evidence of liability of occupational license is hereby amended and shall read as shown in Exhibit "A" attached hereto and made a part hereof.
2. All ordinances in conflict herewith are repealed to the extent necessary to give this ordinance full force and effect.
3. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.
4. It is the intent of the Town Council that the provisions of Exhibit "A" to this Ordinance shall become codified and made a part of the Code of Ordinances of the Town of Lake Hamilton, Florida, and the sections cited in this Ordinance and set forth in Exhibit "A" hereto may be renumbered, reformatted or re-lettered to accomplish such intention.
5. This Ordinance shall take effect immediately upon its adoption by the Town of Lake Hamilton, Florida.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this _ day of _____ 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this _ day of _____ 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

Record of Vote	**Yes**	**No**
Hall	____	____
Roberson	____	____
Mathis	____	____
Slavin	____	____
Demanche	____	____

Sec. 8-1. Certificates of competency.

(a) *Agent designated to handle competency examinations.* In addition to any other provisions in this Code dealing with the recognition of certificates of competency for the different construction trades, the town does hereby enter into the membership of the Board of Examiners of Polk County and Municipalities, Inc., for the express purpose of allowing that board to handle competency examinations for the certification of construction trades of plumbing, electrical, mechanical and building construction and for the issuance of certificates of competency for those to engage in general contracting within the town.

(b) *Rules and regulations.* The ~~town clerk~~ Building Official will promulgate rules and regulations for the purpose of setting up a system of reciprocity for the examination of plumbing, electrical, mechanical and building contracts and for the various participating municipalities in the county. Such rules and regulations shall provide for a joint board of examiners by all participating municipalities in the county, and may provide a method for the examination of the qualifications of persons wishing to engage in the business of general contracting in the town, and may provide that those who pass such examinations are entitled to the issuance of a certificate of competency as a general contractor by the town, and may provide for the issuance of such certificate of competency by the ~~town clerk~~ Building Official to the successful applicants.

(c) ~~*Occupational license*~~ *Business Tax Receipt (BTR) dependent upon possession of certification of competency.* No ~~occupational license~~(BTR) shall be issued to any person for the purpose of engaging in or working at or carrying on the business of general contracting in the town unless such person is in possession of a proper and valid certificate of competency as required under this section. If through an inadvertence or error an occupational license should be so issued, the town clerk shall immediately revoke same.

(d) *Testing agency or method permitted.* The Board of Examiners of Polk County and Municipalities, Inc. may use any recognized testing agency or testing method that is available.

Sec. 28-21. Acts deemed conclusive evidence of liability for ~~occupational license tax~~ Business Tax Receipt (BTR).

(a) The fact that any person reports himself to be engaged in any profession, occupation or industry for the transaction of which a ~~license~~ (BTR) is required under this article by exhibiting a sign or advertisement, or by advertising in any newspaper or any other publication or periodical, or by the distribution of any advertising matter or material, or in any other way indicating engagement in such business, profession or occupation, shall be conclusive evidence of the liability of such person to pay a business tax under this article, regardless of whether any business has actually been transacted or not.

(b) In the case of any contractor, the fact that any person makes any bid for any contract shall be conclusive evidence of the liability of such person to pay a business tax under this article, regardless of whether or not any such contract is let.

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Matthew Jones, Public Works Superintendent

AGENDA ITEM: Resolution authorizing a budget amendment to transfer funds within the Public Works Departments.

Resolution of the Town of Lake Hamilton Council of the Town of Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing severability; and providing for an effective date.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Transfer already approved funds from GL 001-572-064 and 001-534-064 to GL 001-541-064. By transferring these funds to one account that will allow us to cover the cost of 2 new mowers and a new trailer to haul the 2 mowers. It will also allow us to purchase handheld landscaping tools so we can replace quite a few of our current tools that are over 10 years old.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: The items were already budgeted but due to flux in the numbers, the balance is not sufficient to cover the costs.

RECOMMENDATION:

ATTACHMENT(S):
Resolution_R-2025-XX_budget_amendment_PW DEPT for agenda.pdf

RESOLUTION R-2025-XX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, LAKE HAMILTON, POLK COUNTY, FLORIDA, ADOPTING A BUDGET AMENDMENT FOR THE TOWN OF LAKE HAMILTON FOR FISCAL YEAR 2024-2025; DELINEATING AN AMENDMENT TO THE EXPENDITURES BY DEPARTMENT OF ACTIVITY; REPEALING ALL PROVISIONS IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, after a duly noticed meeting of the Town Council of the Town of Lake Hamilton, Florida, the 2024-2025 budget amendment was presented to the people of the Town of Lake Hamilton on August 5, 2025; and

WHEREAS, public comments and input were considered by the Town Council in approving the attached budget amendment.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

SECTION 1.

The attached General Fund budget amendment request in "Exhibit A" for the Town of Lake Hamilton is hereby adopted and incorporated by reference.

SECTION 2.

The sums of money delineated therein, or as much as may be authorized by law, or as may be needed or deemed necessary to defray the expenses and liabilities of the Town are herein confirmed, ratified, and appropriated for the corporate purposes and objects of said Town herein specified.

SECTION 4. CONFLICTS.

All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. SEVERABILITY.

If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidated or impair the validity, force, or effect or any other section or part of this Resolution.

SECTION 6. EFFECTIVE DATE.

This Resolution shall take effect upon its approval and adoption by the Town Council.

INTRODUCED and PASSED at the regular meeting of the Town Council of Lake Hamilton, Florida, held this 5th day of August 2025.

TOWN OF LAKE HAMILTON, FLORIDA

PHYLLIS HALL, MAYOR

ATTEST:

JACQUELINE BORJA, TOWN CLERK

Approved as to form:

ANTHONY SABATINI. TOWN ATTORNEY

Record of Vote	Yes	No
Roberson		
Mathis		
Slavens		
Demanche		
Hall		

EXHIBIT "A"

Town of Lake Hamilton

100 Smith Avenue - P.O. Box 126
Lake Hamilton, Florida 33851
(863) 439-1910
www.townoflakehamilton.com

BUDGET AMENDMENT REQUEST FORM

"FR0M ACCOUNT"			"TO ACCOUNT"		
Account Number	**Current Balance**	**Amount Transfer**	**Account Number**	**Amount Transferred**	**New Balance**
001-572-064		$9,715.84	001-541-064	$9,715.84	$32,074.98
001-534-064		$9,292.49	001-541-064	$9,292.49	$41,367.47

JUSTIFICATION:

Public Works is requesting permission to transfer these funds for the purchase of two new lawn mowers and a lawn trailer with the capability of hauling both mowers. We would also use this money to purchase handheld power tools such as pole saw, chain saws, blowers, etc.

_____

_____

APPROVALS:

_____

Brittney Sandoval, Town Administrator, *Signature / Date*

_____

Phyllis Hall, Mayor *Signature /Date*

Entry Control #_____

Fiscal Year _____

Transaction Date: _____/_____/_____

(For Finance Department Use Only)

_____

Finance Officer's - Signature / Date

(Request to be placed on Council Consent Agenda for Approval)

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH:

FROM: Brittney Sandoval, Town Administrator

AGENDA ITEM: Consider Interlocal Agreement with Polk County Regarding the Collection of Impact Fees.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Polk County is requesting to cancel the current interlocal agreement with the Town and replace the agreement with an updated version. The interlocal agreement outlines the agreement that the Town collects the Impact Fees for the County and transmits those to the County on a monthly basis whilst the Town retains an administrative fee for the actual costs to collect those.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

ATTACHMENT(S):
Town of Lake Hamilton.pdf
interlocal agreement lake hamilton.pdf

Florida's Crossroads of Opportunity

Board of County Commissioners

330 West Church Street
PO Box 9005 • Drawer GM01
Bartow, Florida 33831-9005

POLK COUNTY

PHONE: 863-534-6467
FAX: 863-534-6543
www.polk-county.net

OFFICE OF PLANNING AND DEVELOPMENT

July 25, 2025

TOWN OF LAKE HAMILTON
Attn: Brittney Sandoval, Town Administrator
100 Smith Ave
PO Box 126
Lake Hamilton, FL 33851

RE: Termination of Interlocal Agreement for Collection of Polk County Impact Fees (the "Agreement")

Dear Brittney Sandoval:

In accordance with Section 8 of the above-referenced Agreement, this letter shall serve as notice to the Town of Lake Hamilton that Polk County is hereby exercising its right to terminate the Agreement, effective October 1, 2025. Said termination is undertaken in accordance with Section 163.3180(5)(j)1, Florida Statutes, so that a new interlocal agreement, which shall amend and replace the current Agreement, may be entered into by the parties on or before October 1, 2025, in full compliance with Florida Statutes.

If you have any questions, please feel free to contact me or Adrian Marquez.

Sincerely,

Benjamin Dunn
Director, Office of Planning & Development

cc: Adrian Marquez, Fiscal Manager, Office of Planning & Development

cc: Sandra Howard, Deputy County Attorney

INTERLOCAL AGREEMENT FOR COLLECTION OF POLK COUNTY IMPACT FEES

between

TOWN OF LAKE HAMILTON, FLORIDA

and

POLK COUNTY, FLORIDA

This Interlocal Agreement ("Agreement") is entered into as of the Effective Date (as defined in Section 12, below), by and between the Town of Lake Hamilton, a municipal corporation in the State of Florida (the "TOWN), and Polk County, a political subdivision of the State of Florida (the "COUNTY"), their respective successors and assigns.

W I T N E S S E T H

WHEREAS, the COUNTY first imposed Impact Fees in 1989 to require new growth contribute its fair share of the costs of providing capital additions and improvements to certain county systems and infrastructure; and

WHEREAS, the COUNTY has subsequently consolidated, amended and restated its impact fee ordinance by adopting Ordinance No. 24-062 (as may be further amended from time to time, the "Polk County Impact Fee Ordinance"); and

WHEREAS, pursuant to Section 2.01.C. of the Polk County Impact Fee Ordinance, if Capital Facilities Impact Construction is located within a Town which has agreed to collect Impact Fees, the Impact Fees shall be paid directly to the Town according to the terms of the interlocal agreement between the Town and the County pertaining to the payment and collection of Impact Fees; and

WHEREAS, Section 163.01, Florida Statutes (the Florida Interlocal Cooperation Act of 1969, also referred to herein as the "Cooperation Act"), at subsection 163.01(4), provides that public agencies of the State of Florida may exercise jointly with any other public agency of the State of Florida any power, privilege, or authority which such agencies share in common, and which each might exercise separately, by contract in the form of an interlocal agreement; and

WHEREAS, the Florida Legislature, in 2006, imposed statutory limitations on the imposition of impact fees and the administrative costs thereof through the enactment of Section 163.31801, Florida Statutes, the "Florida Impact Fee Act"; and

WHEREAS, Section 163.3180(5)(j)1, Florida Statutes, requires that, if a county and a municipality charge the developer of a new development or redevelopment a fee for transportation capacity impacts, the county and municipality must create and execute an interlocal agreement to coordinate the mitigation of their respective transportation capacity impacts; and

WHEREAS, the TOWN and the COUNTY mutually desire to enter into this Interlocal Agreement authorizing the TOWN to collect COUNTY impact fees for Capital Facilities Impact Construction within the TOWN limits, and to coordinate the mitigation of their respective transportation capacity impacts, in compliance with Section 163.31801 and Section 163.3180, Florida Statutes, and all other applicable law; and

WHEREAS, it is the express intent of the TOWN and the COUNTY that this Interlocal Agreement shall amend, supersede and replace any and all prior agreements between the TOWN and the COUNTY related to the TOWN's collection and remittance of COUNTY impact fees.

NOW, THEREFORE, in consideration of the promises, mutual covenants, conditions and payments hereinafter contained, the parties agree, stipulate and covenant as follows:

SECTION 1: Recitals

The above recitals are true and correct and incorporated herein.

SECTION 2: Authority

This Interlocal Agreement (hereinafter the "Agreement") is entered into pursuant to the provisions of the Florida Interlocal Cooperation Act of 1969, Chapter 163, Florida Statutes, and Section 2.01(c) of the Polk County Impact Fee Ordinance.

SECTION 3: All Prior Agreements Superseded

The Parties agree that this Agreement sets forth the entire understanding between the Parties as to the subject matter contained herein, and that there are no promises or understandings between the Parties other than those stated herein. This Agreement supersedes all prior agreements, contracts, proposals, representations, negotiations, letters or other communications between the TOWN and the COUNTY pertaining to the matters stated herein, whether written or oral.

SECTION 4: Definitions

Capitalized terms used in this Agreement shall have the meanings ascribed in the Polk County Impact Fee Ordinance, unless a contrary definition is provided herein.

SECTION 5: TOWN's Obligations

(A) The TOWN hereby agrees to assist and cooperate with the COUNTY in the collection of COUNTY Impact Fees which are imposed on Capital Facilities Impact Construction undertaken within the TOWN limits including Impact Fees for Transportation, Correctional Facilities, the Emergency Medical System and the Educational System on and after the Effective Date of this Agreement. The TOWN shall require that the Applicant pay to the TOWN the applicable COUNTY Impact Fees imposed by the Polk County Impact Fee Ordinance prior to the issuance of a Building Permit by the town for Capital Facilities Impact Construction. To facilitate that collection, the TOWN shall prepare, on forms provided by the County, a summary of the Impact Fees paid for each

Capital Facilities Impact Construction, which summary shall contain the following:

1. The date paid;

2. The location of the property for which the Building Permit was issued;

3. The name and address of the Applicant;

4. The type of structure for which the Building Permit was issued;

5. The amount of the COUNTY Transportation Impact Fee paid;

6. The amount of the COUNTY Corrections Impact Fee paid;

7. The amount of the COUNTY Emergency Medical System Impact Fee paid;

8. The amount of the COUNTY Educational System Impact Fee paid.

(B) If the Capital Facilities Impact Fee Construction undertaken does not require the issuance of a Building Permit, the appropriate Impact Fee shall be paid prior to final inspection by either the TOWN or the COUNTY.

(C) The TOWN shall maintain the collected COUNTY Impact Fees separate and distinct from all other revenues and shall transfer such collected Impact Fees to the COUNTY no later than the thirtieth (30^{th}) day of each month following collection, or as may otherwise be required by applicable law, including, without limitation, Section 163.3180(5)(j)3.c, Florida Statutes.

SECTION 6: <u>Administrative Costs</u>

Pursuant to Section 163.31801(4)(c), Florida Statutes, the TOWN shall be entitled to retain, as administrative charges, the actual costs incurred in the collection of COUNTY impact fees. No later than thirty (30) days from the Effective Date of this Agreement, the TOWN shall provide to the COUNTY documentation to support the actual costs incurred by the TOWN in the collection of COUNTY impact fees. Thereafter, the TOWN shall review and update such costs on a biennial basis and shall provide documentation of those costs to the COUNTY. In no event shall the TOWN's

administrative charges for the collection of COUNTY impact fees exceed the actual costs of such collection.

SECTION 7: COUNTY's Obligations

(A) The COUNTY shall provide to the TOWN written notice of any change by the Board of County Commissioners in the amount of the Impact Fees and shall provide the TOWN with a copy of any Resolution or Ordinance which alters the amount of the Impact Fees to be collected by the TOWN. Pursuant to Section 163.31801(3)(d), Florida Statutes, the COUNTY shall publish a notice no less than ninety (90) days prior to the effective date of any such Resolution or Ordinance which increases Impact Fees.

(B) Periodically during the term of this Agreement, the COUNTY shall provide written reports of the collection and expenditure of Impact Fees, including current balances maintained in the applicable Trust Accounts, and shall provide a copy of such reports to the TOWN.

SECTION 8: Transportation Capacity Impacts Coordination

If at any time during the Agreement Term (as defined in Section 9 below), the COUNTY and the TOWN both impose a transportation impact fee upon Capital Facilities Impact Construction occurring within their respective jurisdictions, then the COUNTY and the TOWN hereby agree to coordinate the mitigation of their respective transportation capacity impacts, in accordance with Section 163.3180(5)(j), Florida Statutes, or any applicable successor statute. Without limiting the generality of the foregoing, the COUNTY and the TOWN each expressly agree as follows:

(A) The COUNTY and the TOWN shall mutually ensure that any new development or redevelopment is not charged twice for the same transportation capacity impacts, by excluding the impact of such development to the other's transportation facilities from

the calculation of their respective transportation impact fee rates. To that effect, the Parties shall utilize and employ the following definitions, as set forth in the Polk County Impact Fee Ordinance and Florida Statutes:

i. The "Town Street System" shall mean the road system of the Town located within Polk County, Florida, as defined in Section 334.03(3), Florida Statutes, and the Polk County Impact Fee Ordinance.

ii. The "County Road System" shall mean the road system of the County as defined in Section 334.03(8), Florida Statutes, including Collector Roads, Local Roads within the unincorporated area, and all Arterial Roads, but shall not include any roads within the Town Street System or the State Highway System.

iii. "Transportation Network" shall mean the County Road System, excluding all Local Roads located in the unincorporated areas of the County. The term "Transportation Network" shall not include any roads or facilities within the Town Street System or State Highway System except for the intersection of said roads or facilities with County Collector Roads or Arterial Roads.

(B) The COUNTY acknowledges and agrees that its Transportation Impact Fee shall be calculated and imposed to fund growth-necessitated capital improvements to the Transportation Network only and shall be used solely for the purpose of constructing or improving Transportation Network roads, as provided in Article IV of the Polk County Impact Fee Ordinance. The COUNTY's calculated Transportation Impact Fee rate shall not include the impact of any Capital Facilities Impact Construction upon roads or facilities within the Town Street System or State Highway System except for the intersection of said roads or facilities with County Collector Roads or Arterial Roads.

(C) The TOWN acknowledges and agrees that its transportation impact fee shall be calculated and imposed to fund growth-necessitated capital improvements to the Town Street System, and the Town's calculated transportation impact fee rate shall not include the impact of any Capital Facilities Impact Construction upon roads or facilities within the County's Transportation Network.

(D) Following the Effective Date of this Agreement, all transportation impact fee studies conducted by the TOWN or the COUNTY shall employ a plan-based methodology for determining the legally permissible fee to be to be charged to Road Impact Construction that is in full compliance with Section 163.3180(5)(j)2.b, Florida Statutes, and any updates to the TOWN's or COUNTY's respective transportation impact fee rates shall be consistent with the findings of such studies and reflect said methodologies.

SECTION 9: Term

This Agreement shall be for an initial term of three (3) years from the Effective Date of this Agreement. This initial term shall be automatically renewed for additional one-year terms (collectively, the "Agreement Term") unless either of the following events occur: (i) one party delivers a written notice of termination to the other party, which notice of termination shall be delivered to the other party at least sixty (60) days prior to the effective date of the termination; or (ii) the TOWN and the COUNTY dually execute a subsequent interlocal agreement which, by its express terms, amends and replaces this Interlocal Agreement.

SECTION 9: Review

The TOWN and the COUNTY shall each have the reciprocal right to review the records of the other as to the receipt, allocation and expenditure of Impact Fees, including records as to the issuance of Building Permits and Certificates of Occupancy. All such inspections shall be made upon

reasonable notice and at reasonable times and places.

SECTION 10: Notice

All notices, clarifications, and reports required under this Agreement shall be directed to the following offices:

For the COUNTY:	Office of the County Manager
	P.O. Box 9005, Drawer CA01
	330 W. Church St.
	Bartow, Florida 33831
For the TOWN:	Office of the Town Administrator
	100 Smith Ave.
	PO Box 126
	Lake Hamilton, Florida 33851

SECTION 11: Indemnification

Without in any manner waiving sovereign immunity pursuant to Section 768.28, Florida Statutes, each party will indemnify the other from and against any and all claims, demands, causes of action, losses, damages, penalties and expenses, including attorneys' fees, arising from or incurred because of any loss or damage sustained as a result of the indemnifying party's failure to comply with the provisions of this Agreement, to the extent permissible by Florida Law. Nothing herein shall be deemed a waiver, express or implied, of either party's sovereign immunity or an increase in the limits of liability pursuant to Section 768.28, Florida Statutes, regardless of whether any such obligations are based in tort, contract, statute, strict liability, negligence, product liability or otherwise. Neither party hereto shall be required to indemnify or insure the other party for the other party's negligence or to assume any liability for the other party's negligence.

SECTION 12: Filing / Effective Date

Pursuant to Section 163.01(11), Florida Statutes, a fully executed Agreement shall be filed with the Clerk of the Circuit Court for Polk County, Florida. This Agreement shall become effective on October 1, 2025 (the "Effective Date").

SECTION 13: Third-Party Rights

Nothing in this Agreement is intended, nor shall be construed, to confer any rights or benefits upon any party other than the TOWN and the COUNTY.

SECTION 14: Severability

The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement. Any void provision shall be deemed severed from the Agreement and the balance of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void. The Parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement be determined to be void.

SECTION 15: Controlling Law / Members of the Town and County Not Liable

All covenants, stipulations, obligations and agreements of the County and the Town contained in this Agreement shall be deemed to be covenants, stipulations, obligations and agreements of the County and the Town, respectively, to the full extent authorized by the Cooperative Act and provided by the Constitution and the laws of the State of Florida. No covenant,

stipulation, obligation or agreement contained herein shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member of the governing body or agent or employee of the Town or the County in its, his, her or their individual capacity and neither the members of the governing body of the Town or the County nor any official executing this Agreement shall be liable personally or shall be subject to any accountability by reason of the execution by the Town or the County of this Agreement or any act pertaining hereto.

SECTION 16: LIMITATION OF LIABILITY

IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES OF ANY KIND OR NATURE, INCLUDING LOSS OF PROFIT, WHETHER FORESEEABLE OR NOT, ARISING OUT OF OR RESULTING FROM THE NONPERFORMANCE OR BREACH OF THIS AGREEMENT WHETHER BASED IN CONTRACT, COMMON LAW, WARRANTY, TORT, STRICT LIABILITY, CONTRIBUTION, INDEMNITY OR OTHERWISE.

SECTION 17: Governing Law and Venue

This Agreement shall be governed in all respects by the laws of the State of Florida and any litigation with respect thereto shall be brought only in the circuit courts of Polk County, Florida.

SECTION 18: Attorneys' Fees and Costs

Each party shall be responsible for its own legal and attorneys' fees, costs and expenses incurred in connection with any dispute or any litigation arising out of, or relating to this Agreement, including attorneys' fees, costs, and expenses incurred for any appellate or bankruptcy proceedings.

SECTION 19: Waiver

A waiver by either the COUNTY or the TOWN of any breach of this Agreement shall not be

binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

SECTION 20: Amendment

This Agreement may not be modified, added to, superseded or otherwise altered unless such modifications, additions or other alterations are evidenced in writing signed by both the COUNTY and the TOWN.

SECTION 21: No Construction Against Drafter

The parties hereto acknowledge that this Agreement and all the terms and conditions contained herein have been fully reviewed and negotiated by the parties. Accordingly, any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the respective dates under each signature.

ATTEST:
Stacy M. Butterfield, Clerk

By:_____
Deputy Clerk

POLK COUNTY, a political subdivision of the State of Florida

By:_____
T.R. Wilson, Chairman
Board of County Commissioners

Reviewed as to form and legal sufficiency:

_____
County Attorney's Office Date

Date: _____

ATTEST:

_____
_____, Town Clerk

TOWN OF LAKE HAMILTON, a municipal corporation of the State of Florida

By: _____
_____, Mayor

Date: _____

Reviewed as to form and correctness:

_____
Town Attorney

Date: _____

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney, Sandoval, Town Administrator

FROM: Chris Votour, Chief of Police

AGENDA ITEM: Police Department Officers Rifle Purchase Program

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: I'm requesting on behalf of the Lake Hamilton Police Department to formally request that the Council consider adopting a policy authorizing officers to purchase city owned rifles. Allowing officers to purchase these rifles offers financial and operational benefits. Departments in several jurisdictions have implemented such structured programs. The way it works is the officers have a set amount of money deducted from their paychecks until the unit is paid in full. By establishing a formal policy for officers to acquire these rifles, the Town can responsibly manage its assets, support personnel, and offset departmental costs, all while maintaining strict legal oversight and public transparency.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: The Town will be reimbursed for the rifle purchase by the officer wishing to purchase.

RECOMMENDATION:

ATTACHMENT(S):
20250729123556.pdf

Lake Hamilton Police Department

Chris Votour, Chief of Police

_____ is agreeing to enter into the Town of Lake Hamilton Rifle Purchase Program. This program will consist of an initial $100.00 down payment, and 13 bi-weekly payments of $38.77, for the total purchase of $604.01. All payments are to be bi-weekly payroll deductions. Once the total amount has been satisfied, the ownership of the rifle will be transferred from the Town of Lake Hamilton to you.

If at any point during the terms of this agreement you choose to exit this program, you will forfeit all money previously paid into the program. There will be no reimbursements, and the ownership of the rifle will remain with the Town of Lake Hamilton.

_____ _____

Officer Date

_____ _____

Chief of Police Date

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Matthew Jones, Public Works Superintendent

AGENDA ITEM: Consider improvements for Veteran's Park and Detour Park for application of the FRDAP Grant.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Town staff is requesting approval to apply for 1-2 FRDAP grants for two of theparks. The parks we are wanting to spruce up is Veterans Park and Detour Park.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: The grant is 100% funded

RECOMMENDATION:

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Patrick Henry, Public Works Director

AGENDA ITEM: Approve Damage Claim for Preferred Muni- Town of Lake Hamilton/ CAT 78-Hurricane Milton/ Date of Loss: October 10,2024/ PGCS Claim # 432411

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Council to make motion to take notice of receipt of payment from the Damage Claim submitted for damages sustained by Hurricane Milton.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: Check # 490004 for $10,686.29 to be received by the Town for Insurance Claim # 432411

RECOMMENDATION:

ATTACHMENT(S):
LIN Below Deductible Letter 07-11-25.pdf
1. Damage and Deductible Schedule - Town of Lake Hamilton - Final.pdf

Engle Martin

5565 Glenridge Connector
Suite 900
Atlanta, GA 30342
800.818.5619

July 11, 2025

Town of Lake Hamilton
P. O. Box 126
Lake Hamilton, FL 338510126

Attention: Patrick Henry – Director of Public Works and Utilities

RE:	**Member:**	**Preferred Municipality – Town of Lake Hamilton**
	Location of Loss:	Multiple Location - Town of Lake Hamilton, FL
	Nature of Loss:	CAT 78 – Hurricane Milton
	Date of Loss:	October 10, 2024
	Policy Number:	PK FL1 0532012 24-09
	Our File Number:	1000527813
	Claim Number:	**432411**

Dear Mr. Henry:

As you are aware, Engle Martin is the designated adjusting firm assisting Preferred Governmental Insurance Trust (Preferred) with respect to this matter. We write on behalf of Preferred, subscribing to Policy Number PK FL1 0532012 24-09 issued to the Named Member, Town of Lake Hamilton.

It was reported that the named storm, Hurricane Milton, which travelled through the state of Florida, caused damages to multiple scheduled locations (15, 25, and 45) which would be subject to the applicable 5% TIV Per Occurrence/Per Location for Named Storm.

Per our analysis of the docuemntation submitted, our estimate of repair compiled, and our communications/meeting with you we have confirmed the below Locations will fall below the applicable 5% TIV Per Occurrence/Per Location for "Named Storm" deductible.

Location 15 – WTP – Operations Building
Location 25 – WTP – Canopy Next to Ops Building
Location 45 – Shade Covering control electronics

As such, preferred writes to confirm that based on our additional investigation and correspondence with your office thus far, the damages sustained to the above locations

do not exceed the applicable Named Storm deductible amount. The invoiced replacement cost and estimate of repair replacement cost of the above locations are outlined within the enclosed Damage & Deductible Schedule previously provided to you.

For the above reason payment will not be issued for these locations; thus, we are closing our file at this time. Please review the attached and contact us immediately with any questions.

We appreciate your patience and cooperation throughout this matter.

Sincerely,

ENGLE MARTIN



Jordan Magro
General Adjuster
Ft. Lauderdale, Florida Office
jmagro@englemartin.com
Florida License # W291869
Expiration: 09/30/2026
M: 954.817.9617

ENGLE MARTIN



Mike Fink
VP - Senior Executive General Adjuster
Atlanta, Georgia Office
mfink@englemartin.com
Florida License #P048069
Expiration: 04/30/2027
M: 404.808.6226

JM/nvl

Enclosure:

1. Damage & Deductible Schedule - Final

cc: Lianna Crosby, Claims Specialist II
PGCS Claim Services on behalf of Preferred

Stacy Hargrove, Vice President, Liability Claims
USIS on behalf of Preferred

Baldwin Krystyn Sherman Partners, LLC
dba BKS Partners
1115 Bartow Road
Lakeland, FL 33801

Engle Martin

PER LOCATION DAMAGES AND DEDUCTIBLE SCHEDULE - FINAL

MEMBER: Preferred - Town of Lake Hamilton
Location of Loss: Multiple Locations
Nature of Loss: CAT 78 - Hurricane Milton
Date of Loss: October 10, 2024
Policy Number: PK FL1 0532012 24-09
PGCS Claim Number: 432411
Our File Number: 1000527813

Reference No.	Policy Schedule No.	Location	TIV Bldg. and Contents Combined	% Deductible	Calculated Deductible	Applied Deductible	Estimate of Damages (RCV)	Depreciation	Calculated Loss - Less Deductible and Depreciation - (ACV Payment)	Comments	Notes
								$ -			
1	15	210 Monroe Lane	$ 1,116,150.00	5%	$ (55,807.50)	$ (30,953.49)	$ 30,953.49	$ -	$ -	WTP-Operations Building	Currently Below Deductible
2	25	210 Monroe Lane	$ 31,290.00	5%	$ (1,564.50)	$ (231.84)	$ 231.84	$ -	$ -	WTP - Canopy Next to Ops Building	Currently Below Deductible
3	10	501 E Gunter Street	$ 23,415.00	5%	$ (1,170.75)	$ (1,170.75)	$ 5,356.39	$ -	**$ 4,185.64**	Park Restrooms	
4	30	Detour Road Ballfield	$ 11,550.00	5%	$ (577.50)	$ (577.50)	$ 605.60	$ -	**$ 28.10**	Bleachers	
5	45	840 Water Tank Rd	$ 6,496,182.00	5%	$ (324,809.10)	$ (2,316.70)	$ 2,316.70	$ -	$ -	Shade covering control electronics	Currently Below Deductible
6	39	Bruce Martin Park	$ 15,000.00	5%	$ (750.00)	$ (750.00)	$ 1,869.72	$ -	**$ 1,119.72**	Shade covering bleachers	
7	4	Smith and Broadway	$ 55,560.00	5%	$ (2,778.00)	$ (2,778.00)	$ 6,965.47	$ -	**$ 4,187.47**	Restrooms-Concessions	
8	13	Lake Hamilton	$ 50,610.00	5%	$ (2,530.50)	$ (2,530.50)	$ 3,695.86	$ -	**$ 1,165.36**	Chain-link Fencing	
TOTALS					**$ (389,987.85)**	**$ (41,308.78)**	**$51,995.07**	**$0.00**	**$ 10,686.29**	**Net Payment for Locations Exceeding their NS Deductibles**	
					Named Storm Deductibles	**Applied Deductibles**					

9.K

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Phyllis Hall, Mayor

AGENDA ITEM: Discussion Regarding Traffic Concerns on Omaha Street, New Traffic Pattern by Veterans Park.

DATE: August 5, 2025

SUMMARY & RECOMMENDATION: Mayor Hall requested to place this item on the agenda for discussion. There has been complaints received regarding the safety of the road due to the location of the parking spots.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: There would be a cost for any improvements or changes requested to this area.

RECOMMENDATION: