

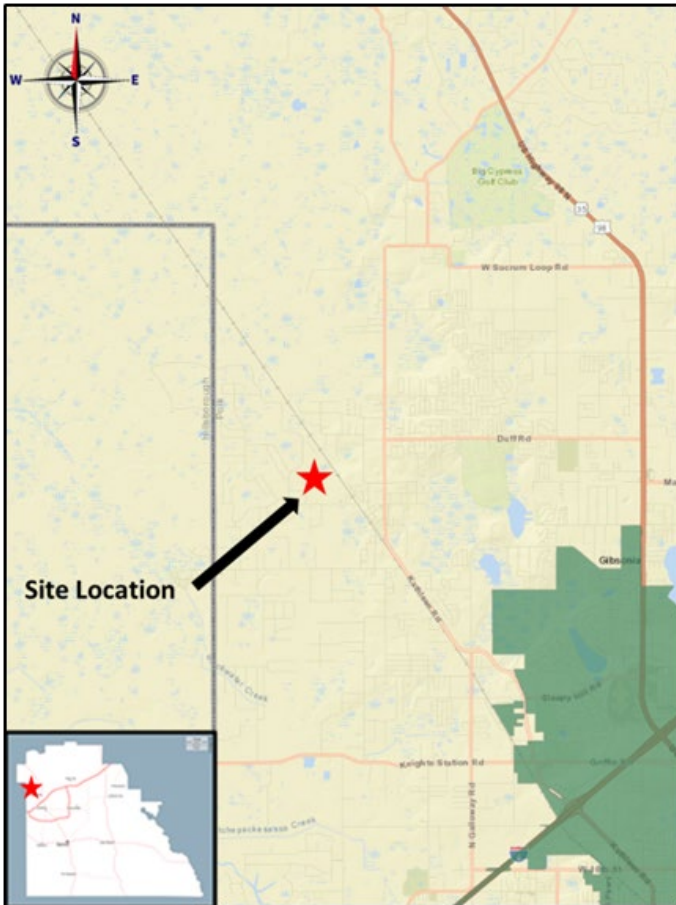
POLK COUNTY DEVELOPMENT REVIEW COMMITTEE STAFF REPORT

DRC Date: April 27, 2024	Level of Review: Level 3 Review
PC Date: October 2, 2024	Type: Conditional Use
BoCC Date: N/A	Case Numbers: LDCU-2023-53
Applicant: Dale McQuillen	Case Name: Dove Meadow Event Facility
	Case Planner: Aleya Inglima, Planner II

Request:	The applicant is requesting Conditional Use approval for an Event Facility and Outdoor Concert Venue in an Agricultural/Residential Rural (A/RR) land use district.
Location:	The subject site is located at 4581 Dove Meadow Ct, south of Dove Meadow Ln, east of Dove Meadow Ct, north of 1st Street NW, northwest of the City of Lakeland in Section 18, Township 27, Range 23
Property Owners:	Dale McQuillen
Parcel Size (Number):	±13.23 acres (232718-000998-004070) (232718-000998-004080)
Future Land Use:	Agricultural/Residential Rural (A/RR)
Development Area:	Rural Development Area (RDA)
Nearest Municipality:	City of Lakeland
DRC Recommendation:	Conditional Approval
Planning Commission Vote:	Pending Hearing

Location

2023 Aerial



Summary:

LDCU-2023-38 is an applicant-initiated request to allow an Event Facility and Outdoor Concert Venue within an Agricultural Residential Rural (A/RR) land use district in the County's Rural Development Area (RDA) (*Exhibit 2*). In accordance with Chapter 2, Table 2.1 of the Land Development Code (LDC), an Event Facility and Outdoor Concert Venue may be achieved in the A/RR district via a Conditional Level 3 Review and public hearing before the Planning Commission. Event Facilities and Outdoor Concert Venues must also be in accordance with Chapter 3, Section 303 of the LDC. LDCU-2023-53 was approved 7-0 on August 7th, 2024. This case is being reheard due to procedural matters.

The subject parcel is currently used residentially. The request is an Event Facility and Outdoor Concert Venue to allow events and weddings on site. No outdoor amplified voice, music, or live entertainment will be permitted after 9:00 pm as conditioned within the staff report. The provided site plan meets the requirements outlined in Section 303. The applicant has provided an event management plan that addresses the traffic circulation plan to account for both attendees being dropped off, those utilizing the on-site parking, and has indicated adequate signage for guests to be directed appropriately throughout the site. The site is located within Northwest Utility Service Area, but the applicant is proposing a private well and septic system for potable water and wastewater. The site plan indicates there will be adequate parking based upon parking requirements found in Table 7.10 of the LDC.

Roadway capacity and emergency services are adequate. The site does have wetlands and a Flood Hazard Zone A; however, the facility will not impact them. Parks, multi-use trails, boat ramps, and environmental lands can be found nearby, although an event facility will not have any significant impact to these services. Should approval for the proposed event facility be granted, the applicant will be required to submit for a Level 2 staff review, during which engineered site plans must be submitted to address Conditional Use requirements, stormwater, parking needs, and site design for compatibility. A minor traffic study will also be required during the Level 2 review process.

Staff has noted a marked increase in requests for event facilities which provide a variety of settings for weddings and special events. The acreage of the site and natural trees to buffer the events from offsite make this request compatible. Through site design and the conditions of approval, staff finds the request is compatible with the surrounding area and consistent with the LDC and Comprehensive Plan. Staff recommends approval of this application with the provided conditions of approval because the scale proposed fits with a rural residential community and there are high levels of public safety services in the area.

Findings of Fact

- *LDCU-2023-53 is a Conditional Use request for an Event Facility and Outdoor Concert Venue on approximately 13.23 acres associated with Parcel #232718-000998-004070 and Parcel #232718-000998-004080.*
- *Future Land Use designation of the site is Agricultural/Residential Rural (A/RR) within the County's Rural Development Area (RDA).*
- *Chapter 10 of the Land Development Code (LDC) defines Event Facility "An enclosed place of assembly offered to the general public for accommodating events, which may include amplified voice, music, or live entertainment, but without permanent alcohol service."*
- *Chapter 2, Section 205, Table 2.1 of the Land Development Code (LDC) states an Event Facility may be achieved in the A/RR district via a Conditional Level 3.*

- *Chapter 3, Section 303 of the LDC states that the following standards shall apply to Event Facilities:*

“In addition to other applicable regulations, the following standards shall apply:

1. All Event Facilities shall submit an Event Management Plan to include and address the following criteria:

a. All parking areas shall be identified;

b. A traffic circulation plan in narrative and graphic form shall be provided;

c. Security measures;

d. Identification of public safety needs (i.e. EMS/Fire, Sheriff’s Office, Florida Highway Patrol, etc.);

e. The number of anticipated attendees;

f. Hours of operation; and

g. Signage

The above referenced may be further restricted or lessened by the Planning Commission or Board of County Commissioners through a condition of approval.

2. An Event Facility with outdoor amplified voice, music, or live entertainment shall also comply with the Outdoor Concert Venue use criteria;

3. On-premises alcohol consumption may not be licensed to the property or establishment.”

- *Chapter 7, Table 7.10 of the LDC requires Event Facilities to provide a minimum of 1 space per 3 seats or 150 square feet Gross Floor Area (GFA), whichever is greater.*
- *The applicant has submitted an event management plan that has been reviewed by County Staff.*
- *The property has direct ingress/egress along Dove Meadow Ct (Road Number 731904). It is classified as a County-maintained, 20-foot-wide paved local roadway in Polk County’s Road Inventory*
- *Fire and EMS response to this project is from Polk County Fire Rescue Station 23, located at 6750 Kathleen Rd, Lakeland, FL 33810, approximately 1.5 miles from the site with a response time of 5 minutes.*
- *The site is located within the Polk County Sheriff’s Office Northwest District, located at 1045 Wedgewood Estates Blvd in Lakeland. Response times for NW in July 2024 were: Priority 1 Calls – 12:21 and Priority 2 Calls – 27:50.*
- *The property is comprised of Basinger mucky fine sand, Kaliga muck, Smyrna and Myakka fine sands, and Pomona fine sand.*

- *There are no water or wastewater services to the subject parcel. A private well and septic tank will be utilized.*
- *The property is zoned for Kathleen Elementary, Kathleen Middle, and Kathleen Senior High.*
- *The property is located within wetlands and a flood zone A.*
- *According to the Florida Natural Areas Inventory Biodiversity Matrix, the site is not located within a one-mile radius of endangered species.*
- *The subject parcel is not located within one of the County's Wellhead-Protection Areas.*
- *The property is not located within an Airport Impact Zone.*
- *According to a preliminary report from the Secretary of State's Department of Historical Resources Florida Master Site File, no archaeological sites are found within the parcel boundaries.*
- *Chapter 2, Section 204.A.1 of the LDC states, "The purpose of the A/RR district is to provide lands for the continuation of productive agricultural uses and to provide for very low-density residential development within unincorporated rural areas. The A/RR district permits agricultural activities, agricultural support facilities, multi-family dwelling units, farm labor housing, group living facilities, and community facilities."*
- *The according to POLICY 2.108-A1 of the Comprehensive Plan, the Rural Development Area (RDA) is "characterized by large open areas, agricultural use, with scattered development and rural centers. Services are limited and mostly found in the rural centers and clustered developments."*
- *POLICY 2.125-E1 of the Comprehensive Plan states that "Community Facilities shall be allowed in all land use classifications, unless specifically prohibited elsewhere in this Comprehensive Plan" and that Type E facilities are all types of recreation activities and associated infrastructure.*
- *POLICY 2.121-A1 of the Comprehensive Plan states, "Institutional uses, Community Facilities and essential services will be allowed as conditional uses, in accordance with policies of this Plan and the guidelines of the County's Land Development Code" in the Agricultural/Residential Rural districts.*
- *Per Policy 2.102-A2: "COMPATIBILITY - Land shall be developed so that adjacent uses are compatible with each other, pursuant to the requirements of other Policies in this Future Land Use Element, so that one or more of the following provisions are accomplished:*
 - a. there have been provisions made which buffer incompatible uses from dissimilar uses;*
 - b. incompatible uses are made to be more compatible to each other through limiting the intensity and scale of the more intense use;*
 - c. uses are transitioned through a gradual scaling of different land use activities through the use of innovative development techniques such as a Planned Unit Development."*
- *This request has been reviewed for consistency with Tables 2.1 & 2.2 and Section 303 of the LDC.*
- *This request has been reviewed for consistency with SECTION 2.102 GROWTH MANAGEMENT and SECTION 2.108 RURAL-DEVELOPMENT AREA (RDA); of the*

Development Review Committee Recommendation: Based on the information provided by the applicant, the findings of fact, a recent site visit, and the staff report, the Development Review Committee (DRC) finds that the proposed request **IS COMPATIBLE** with the surrounding land uses and general character of the area, **IS CONSISTENT** with the Polk County Comprehensive Plan; therefore, the DRC recommends **APPROVAL of LDCU-2023-53.**

CONDITIONS OF APPROVAL

Based upon the findings of fact the Development Review Committee recommends **APPROVAL** of **LDCU-2023-53** the following Conditions:

1. The property shall be approved for an Event Facility and Outdoor Concert Venue within an Agricultural/Residential Rural (A/RR) land use district as shown on the site plan. Any modifications to LDCU-2023-53, except for those listed in Section 906.E of the LDC, shall constitute a Major Modification to this approval and require a Level 3 Review before the Planning Commission.
2. No outdoor amplified voice, music, or live entertainment is permitted after 9:00 pm.
3. The facility shall have a maximum occupancy of no more than 300 guests for any single event.

GENERAL NOTES

NOTE: This staff report was prepared without the benefit of testimony and evidence submitted by the public and other parties at a public hearing.

NOTE: Approval of this request shall not constitute a waiver or variance from any applicable development requirement unless specifically noted in the conditions of approval and consistent with LDC.

NOTE: All written comments made in the application and subsequent submissions of information made during the application review process, which are on file with the Land Development Division, shall be considered to be binding upon the applicant, provided such comments are not at variance with the Comprehensive Plan, LDC or other development regulations in effect at the time of development.

NOTE: Approval of this request is only for Level 4 Review and only for those development decisions within the Board of County's Commissioners' jurisdiction. A Level 2 Review (engineered plans) will be required reflecting the standard conditions listed in Section 303 of the Land Development Code and the development standards listed in Chapter 7 of the Land Development Code. Upon completion of the Level 2 Process, building permits will be required for all structures in accordance with Chapter 553 of the Florida Statutes.

NOTE: Issuance of a development permit by the county does not in any way create any rights on the part of the applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the county for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

Surrounding Land Use Designations and Current Land Use Activity

The area is rural in nature as the surrounding parcels are all within an Agricultural/Residential Rural land use district. Single family homes can be found to the north, west, east, and south of the subject site. While single family homes are found nearby, majority are buffered by the thick trees located on the subject parcel. The Event Facility and Outdoor Concert Venue will use 1st Street NW from Kathleen Road to reach the subject property. This distance is approximately 1.25 miles.

Table 1

Northwest: A/RR 3.5 acres Mobile home	North: A/RR 4.6 acres Mobile home	Northeast: A/RR 7.8 acres Pasture
West: A/RR 2.2 acres Single family home	Subject Property: A/RR 13.23 acres Proposed Event Facility	East: A/RR 6.5 acres Pasture
Southwest: A/RR 0.88 acres Single family h3ome	South: A/RR 4.0 acres Single family home	Southeast: A/RR 9.1 acres Pasture

Compatibility with the Surrounding Land Uses and Infrastructure:

A. Land Uses:

Planning staff analyzes a site plan for compatibility by reviewing several factors: the type and intensity of adjacent uses versus the proposed use; how the proposed development interacts with the surrounding area in relation with existing uses; access to roads and where traffic generated from the site will travel; the proximity to retail, employment, emergency services, mass transit, parks, and other public services; and how the applicant addresses possible incompatibilities that might arise from the proposed use by utilizing mitigating strategies found in the Comprehensive Plan or through Conditions of Approval agreed upon by the applicant and staff.

The LDC defines compatibility as “A condition in which land uses or conditions can coexist in relative proximity to each other in a stable fashion over time such that no use or condition is unduly negatively impacted directly or indirectly by another use or condition.”

Single family homes can be found to the north, west, and south of the subject site. While single family homes are found nearby, majority of these homes are buffered by the thick trees that the subject parcel has. This creates a natural buffer. Pasture is also to the southeast and east of the subject site. The applicant provided a noise study. This noise study found it to not exceed high decibels for long periods of time. The trees block a good portion of the sound that could occur onsite. The nearest home is approximately 300 feet to the west. The site plan shows landscape buffers to the south and west of the parking lot.

Dove Meadow Ct is classified as a County-maintained, 20-foot-wide paved local roadway. According to the applicant’s submitted traffic circulation plan, arriving vehicles enter the site via one ingress/egress driveway on Dove Meadow Ct. Depending on whether the drivers will be dropping off guests or parking, they have the option of turning into the paved parking area located to the south of the proposed event facility. There are also directional signs to help attendees traverse through the site. Staff does not anticipate arriving vehicles remaining along Dove Meadow Ct as the site plan indicates adequate room to queue the vehicles coming onsite.

B. Infrastructure:

The subject property is located within a Rural Development Area (RDA), and the area is very limited for infrastructure and public services. The site is within Northwest Regional Service Area. This request will not require upgrades to any public service. According to the Impact Assessment Statement, the applicant will be connecting to an onsite septic treatment system and well. There is available capacity on all major roadways adjacent to the subject property. Public safety facilities and services are nearby. The nearest fire station is approximately 1.5 miles from the subject property.

Although the elementary and middle school is within three (3) miles, the high school are located more than five (5) miles away. There are no mass transit stops within a reasonable distance. There are no sidewalks in the area. The use is largely self-sustaining and is not anticipated to have an adverse effect on any public services.

Nearest and Zoned Elementary, Middle, and High School

The property is zoned for Kathleen Elementary, Kathleen Middle, and Kathleen Senior High. However, the applicant does not need to address School Board capacity for the anticipated project. The proposed Event Facility is not expected to have any impact on school concurrency as the use will not generate the need for children to attend school. Therefore, the proposed use is not likely to have any adverse impacts upon school operations.

Table 2

Name of School	Distance from subject site
Kathleen Elementary School	±1.6 miles driving distance
Kathleen Middle	±1.4 miles driving distance
Kathleen Senior High	±7.6 miles driving distance

Source: Polk County GIS

Event facilities do not generate a demand for school capacity. Therefore, such data is not provided in this report.

Nearest Sheriff, Fire, and EMS Station

Fire and EMS response to this project is from Polk County Fire Rescue Station 23, located at 6750 Kathleen Rd, Lakeland, FL. The travel distance is approximately 1.5 miles from the site with an average response time of 5 minutes. This is a plus because fire rescue and emergency medical services are the most utilizes services of event facilities.

Sheriff’s response to the site is served by the Northwest District, located at 41045 Wedgewood Estates Blvd in Lakeland. Response times for NW in July 2024 were: Priority 1 Calls – 12:21 and Priority 2 Calls – 27:50. Priority 1 Calls are considered true emergencies, in-progress burglary, robbery, injuries, etc. Priority 2 Calls refer to events that have already occurred, such as a burglary that occurred while the homeowner was on vacation and had just been discovered. Sheriff’s response times are not as much a function of the distance to the nearest Sheriff’s substation but more a function of the overall number of patrol officers within the County.

Table 3

	Name of Station	Distance	Response Time*
Sheriff	Northwest District (1045 Wedgewood Estates Blvd in Lakeland)	±5.8 miles	P-1: 12:21 P-2: 27:50
Fire EMS	Polk County Fire Rescue Station 23 (6750 Kathleen Rd, Lakeland, FL 33810)	±1.5 miles	5 minutes

Source: Polk County Sheriff’s Office and Public Safety *Response times are based on when the station receives the call, not from when the call is made to 911.

Water and Wastewater Demand and Capacity:

A. Estimated Demand and Service Provider:

The site is located within the Rural Development Area (RDA). The property will utilize a private well and septic system for water and wastewater service. The conditional use of an event facility does not generate a significant demand for water and wastewater given the limited hours of operation for such a use. The property owners will be required to permit a private well and septic tank to sufficiently supply the facility. There are no conditions of approval recommended to address water or wastewater needs. According to the Applicant's Impact Assessment, portable facilities will be utilized during special events.

B. Available Capacity:

The property is located in the city of Northwest utility service area. Connection to centralized water or wastewater is not available.

C. Planned Improvements:

Staff is unaware of any improvements that will provide or alter services to this site.

Roadways/ Transportation Network

The Polk County Transportation Planning Organization (TPO) monitors traffic congestion on over 425 roadway segments (950 directional links). The Roadway Network Database contains current traffic data for all arterial and collector roads and includes information on the current traffic volume and level-of-service for these major roads. The report identifies both daily and peak hour traffic volumes. Daily traffic volumes are reported in Annual Average Daily Traffic (AADT)- the typical traffic volume on a weekday over a 24-hour period. Peak hour traffic represents the highest hourly traffic volume for period between 4-7 p.m. It is reported as both a two-way volume and as directional volumes (east and west or north and south). The peak hour traffic volumes are used to estimate the level-of-service for each roadway, in each direction. Level-of-service refers to the quality of traffic flow. It is the primary measure of traffic congestion.

Level-of-service (LOS) is measured on a scale of 'A' to 'F' with LOS 'A' being the best (free-flow traffic) and LOS 'F' being the worst (severe traffic congestion). Event facilities are comparable to the methodology used for religious institutions with regard to traffic generation. The events are often held outside of peak travel hours, and most events are held evenings and weekends. This project is not expected to have a significant influence on the capacity of the nearest relevant road links.

A. Estimated Demand:

Traffic impacts for Event Facilities aren't accounted for in the typical measurements. Like religious facilities, events are often held in the evenings and weekends, and the trips are outside of the peak travel hours. While trip counts are typically low on average throughout the year, staff anticipates congestion for a short period of time as an event commences and concludes. The facility should not cause any significant disruptions in the system. Additionally, attendees of weddings or special events are likely to travel together in the same vehicle, reducing the overall number of trips to the site. Table 4, to follow, provides the current demands for the parcel with permitted uses and the demand for the proposed use.

Table 4

Subject Property	Demand as Currently Permitted	Proposed Plan
±13.23 acres A/RR		
Permitted Intensity	One (1) single-family dwelling unit	Event Facility
Average Annual Daily Trips (AADT)	7.81	25
PM Peak Hour Trips	1.00	8

As Table 4 demonstrates, the traffic generated from this project is anticipated to be less than 50 AADT of which 8 trips will take place during the peak hours. A Traffic Study will not be required during the Level 2 Review process.

B. Available Capacity:

Attendees to the event facility will likely be arriving from the south on Dove Meadow Ct. Dove Meadow Ct is not monitored for concurrency by the Transportation Planning Organization. The nearest monitored link is Kathleen Road. The current levels of service (LOS) of “C” with an acceptable LOS of “D”. There is ample capacity along the monitored segments. Table 5, to follow provides the available information for the closest monitored segments.

Table 5

Link #	Road Name	Current Level of Service (LOS)	Available PM Peak Hour Capacity	Minimum LOS Standard
4035N	CR 35A (Kathleen Road) From: I-4 To: CR 542A (Galloway Rd N)	C	750	D
4035S	CR 35A (Kathleen Road) From: I-4 To: CR 542A (Galloway Rd N)	C	708	D

Source: Polk County Transportation Planning Organization, Concurrency Roadway Network Database 2023

C. Roadway Conditions:

The property has direct ingress/egress along Dove Meadow Ct (Road Number 731904). Dove Meadow Ct is classified as a County-maintained, 20-foot-wide paved local roadway in Polk County’s Road Inventory.

D. Sidewalk Network:

No sidewalks are located along Dove Meadow Ct. No sidewalk improvements will be required for the proposed event facility.

E. Planned Improvements:

Staff has not identified any planned improvements to the local roadway or sidewalk network near the subject site.

F. Mass Transit

There are no mass transit services provided to the area. There are no Citrus Connection routes within a reasonable distance of the subject parcel.

Park Facilities and Environmental Lands:

This event facility is not dependent upon park facilities and is not located in proximity to a park such that it would be disruptive to its function. The closest parks are Hunt Fountain Sports Complex. The closest environmental land is Gator Creek Preserve. However, the proposed event facility is not expected to impact the surrounding parks and preserves.

A. Location

Hunt Fountain Sports Complex is located at 7036 Green Rd, Lakeland, approximately 4.6 miles from the subject property.

B. Services

Hunt Fountain Sports Complex consist of various athletic fields, courts, picnic & play areas, & a horse arena.

C. Multi-use Trails

Multi-use Trails can be found at Gator Creek Preserve.

D. Environmental Lands

Gator Creek Preserve is the closest environmental land. Gator Creek Reserve is a mosaic of cypress swamps, hardwood forests and marshes interspersed with slightly elevated areas. With a series of adjoining loop trails, one of which is paved, this 2,700-acre reserve offers easy short walks or longer treks through several unique habitats

Environmental Conditions

The property is currently used as residential. There are wetlands and floodplains on the property, according to the County Geographical Information System (GIS). There are no environmental limitations with the development of this property in the manner proposed by the applicant. The site is comprised of Basinger mucky fine sand, Kaliga muck, Smyrna and Myakka fine sands, and Pomona fine sand according to the U.S. Department of Agriculture, Soil Conservation Service. The soils present few challenges to the construction of structures.

A. Surface Water:

No surface water is found onsite.

B. Wetlands/Floodplains:

The subject property is located within a flood zone A identified by FEMA. There are wetlands present on the subject property.

C. Soils:

According to the Soil Survey of Polk County, the site consists of approximately 65.5% Kaliga muck, 28.8% Basinger mucky fine sand, 5.3% Smyrna and Myakka fine sands, and 0.3% Pomona fine sand.

Table 6, to follow, summarizes the soil type and limitations for development activity on-site.

Table 6

Soil Name	Septic Tank Absorption Field Limitations	% of Site (approximate)
Basinger mucky fine sand	Severe: ponding	28.8%
Kaliga muck	Severe: subsides, ponding	65.6%
Smyrna and Myakka fine sands	Severe: wetness	5.3%
Pomona fine sand	Severe: wetness	0.3%

Source: Soil Survey of Polk County, Florida, USDA, Soil Conservation Service, 1985

D. Protected Species

According to the Florida Natural Areas Inventory Biodiversity Matrix, the site is not located within a one-mile radius of any endangered animal species.

E. Archeological Resources:

According to a preliminary report from the Secretary of State’s Department of Historical Resources Florida Master Site File, no archaeological sites are found within the parcel boundaries.

F. Wells (Public/Private)

This site is not within any of the County’s Wellhead Protection Districts.

G. Airports:

The site is not within any Airport Buffer Zones.

Economic Factors:

It is not uncommon for event facilities to rely heavily on outside vendors to supply food and beverages to serve guests attending special events. Supplementary services can range from florists, photographers, videographers, musicians, and bakers. The addition of an event facility within the area may provide a long-term impact to the local economy with the contracting of such vendors. Additionally, attendees from outside of Polk County may take advantage of hotels, restaurants, and retail during their stay for the special event. While the event facility is not immediately central to such amenities, Lakeland is within a reasonable driving distance for such services.

Consistency with the Comprehensive Plan and Land Development Code:

In 2017, the Event Facility use was added to Chapter 2, Table 2.1 of the LDC as a Level 3 Conditional Use approval within A/RR land use districts (Ord. No. 17-067). This County initiated request was based upon framework provided in the Comprehensive Plan for this type of use that transcends all land use categories termed “Community Facility” as identified in POLICY 2.125-E. Furthermore, the addition of Event Facilities as a Conditional Use within A/RR land use districts is consistent with POLICY 2.121-A1 of the Comprehensive Plan because “Institutional uses, Community Facilities and essential services will be allowed as conditional uses, in accordance with policies of this Plan and the guidelines of the County’s Land Development Code” within an A/RR district.

Table 7, to follow, provides an analysis of the proposed request when compared to typical policies of the Comprehensive Plan selected by staff for evaluation of development proposals. Based upon this analysis, the proposed request is consistent with relevant policies of the Polk County Comprehensive Plan.

Table 7

Comprehensive Plan Policy	Consistency Analysis
<p><u>POLICY 2.102-A1: DEVELOPMENT LOCATION</u> - <i>Polk County shall promote contiguous and compact growth patterns through the development process to minimize energy costs, conserve land, water, and natural resources, minimize the cost of services, and prevent development patterns where tracts of land are by-passed in favor of development more distant from services and existing communities.</i></p>	<p>The site is located in the Rural Development Area (RDA) in an area where urban services are limited. The event facility will be required to provide their own sources for potable water and wastewater and will be self-sustained. Community Facilities are specifically noted within this policy to be allowed as a conditional use within A/RR land use districts.</p>
<p><u>POLICY 2.102-A2: COMPATIBILITY</u> - <i>Land shall be developed so that adjacent uses are compatible with each other, pursuant to the requirements of other Policies in this Future Land Use Element.</i></p>	<p>Staff finds this CU request is compatible with neighboring properties. As noted within the staff report, buffers are shown along the western and southern property lines to help screen the site. The main structure is a significant distance from other residences, and stormwater features will be located along the western boundary to maintain further separation from adjacent property.</p>
<p><u>POLICY 2.102-A4: TIMING</u> - <i>The development of land shall be timed and staged in conjunction with the cost-effective and efficient provision of supporting community services which, at a minimum, shall require compliance with the Plan's Level of Service requirements and the County's concurrency management system.</i></p>	<p>The proposed request is not anticipated to create a Level-of-Services (LOS) deficiency upon existing services provided by the County. Such services were analyzed as part of this report.</p>
<p><u>POLICY 2.102-A15: ADEQUATE PUBLIC FACILITIES</u> - <i>The County will direct new growth to areas where adequate public facilities exist or are planned; and ensure that essential services are in place to provide for efficient, cost effective response times from the Fire Department, Sheriff's Department, and Emergency Management Service (EMS).</i></p>	<p>The subject property is located within an area of the County that has adequate public safety services as identified in the staff report. The subject property will provide a private well and septic tank for potable water and wastewater and will be self-sustained for these purposes.</p>

As outlined in the report, this request is consistent with the Land Development Code. However, all development will be reviewed again during the Level 2 process. The Planning Commission, in the review of development plans, shall consider the following factors listed in Table 8 in accordance with Section 906.D.7 of the Land Development Code.

Table 8

<p>The Planning Commission, in the review of development plans, shall consider the following factors in accordance with Section 906.D.7 of the LDC:</p>	
<p>Whether the proposed development is consistent with all relevant requirements of this Code;</p>	<p><i>Yes, this request is consistent with the LDC, specifically Table 2.1 which permits this use upon completion of a Level 3 Review. Many of the conditions required in Section 303 will be enforced after a Level 3 Review. These can be found in the Findings of Fact on Pages 2-4 of the staff report.</i></p>
<p>Whether the proposed development is consistent with all applicable policies of the Comprehensive Plan;</p>	<p><i>Yes, this request is consistent with the Comprehensive Plan, as reviewed in Table 7.</i></p>
<p>Whether the proposed use is compatible with surrounding uses and the general character of the area, including such factors as density, height, bulk, scale, intensity, traffic, noise, and appearance; and</p>	<p><i>Yes, the request is compatible with surrounding uses and the general character of the area, and the site will further be made compatible through the Conditions of Approval. See Pages 6-7 of this staff report for data and analysis on surrounding uses and compatibility.</i></p>

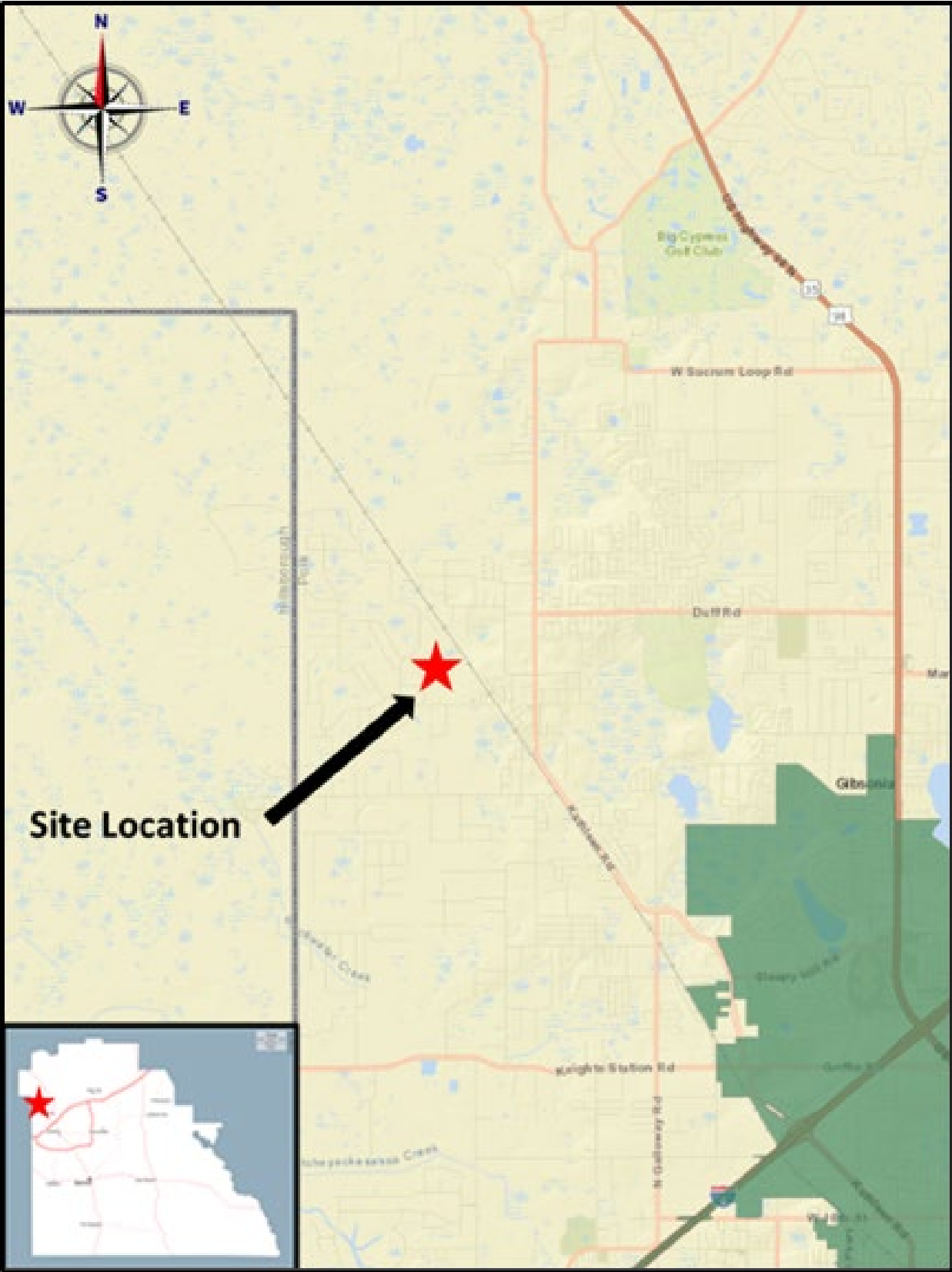
How the concurrency requirements will be met if the development were built.

This request will not require concurrency determinations from utilities, the School Board, or TPO. The impact on public services can be found in the analysis found on Pages 6-9 of the staff report.

Comments from other Agencies: None.

Exhibits

- Exhibit – 1 Location Map
- Exhibit – 2 Future Land Uses
- Exhibit – 3 2023 Aerial Photo (Context)
- Exhibit – 4 2023 Aerial Photo (Close-Up)
- Exhibit – 5 Site Plan
- Exhibit – 6 Event Management Plan



LOCATION MAP



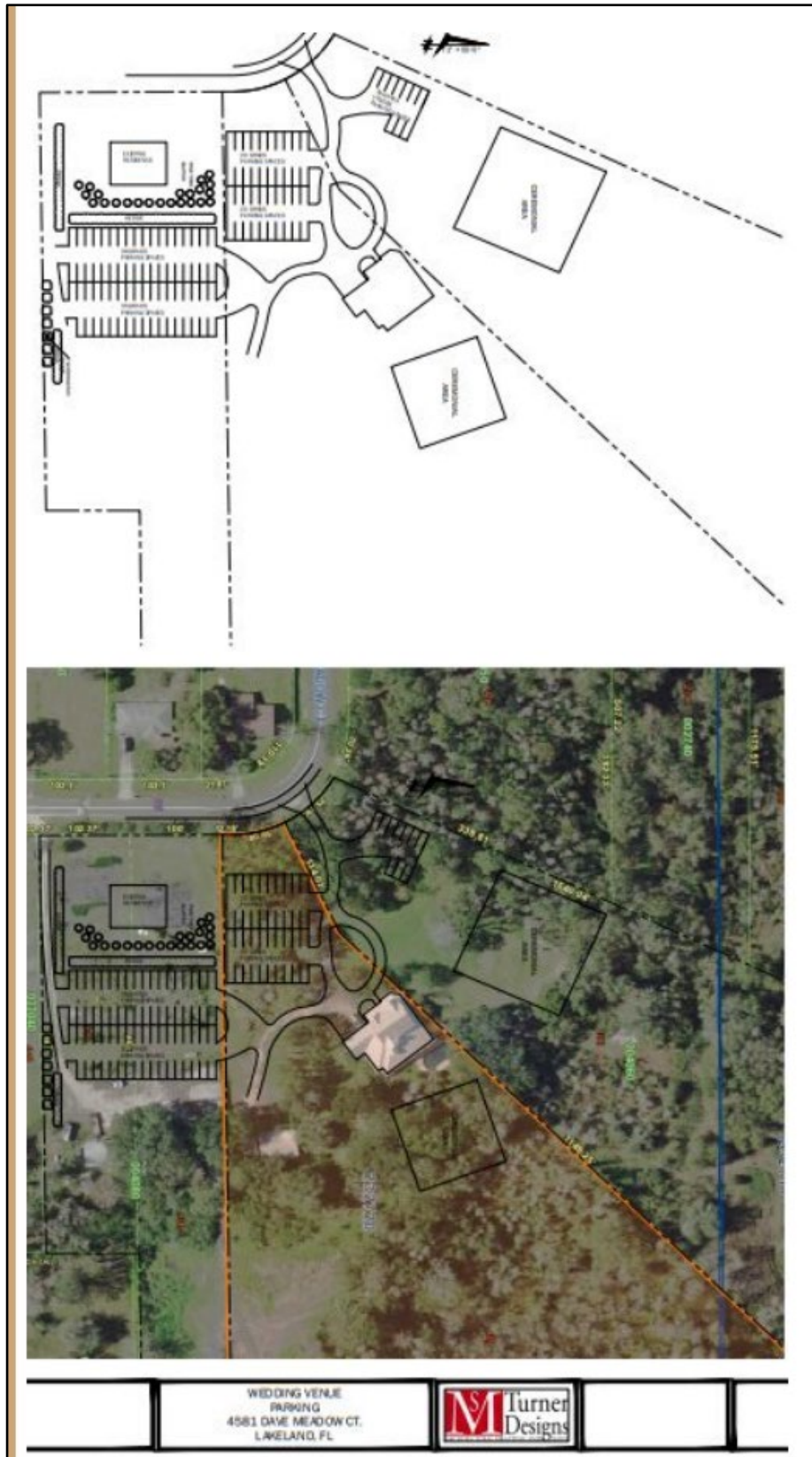
FUTURE LAND USES



2023 AERIAL PHOTO (Context)



2023 AERIAL PHOTO (Close-Up)



SITE PLAN

Event Management Plan
4581 and 4565 Dove Meadows Court
Lakeland, 33810

The McQuillen Wedding Venue will offer a luxurious and beautiful setting for weddings, providing top-notch services including catering, décor, planning assistance, and event coordination. This event management plan outlines the procedures and strategies to ensure each wedding is flawlessly executed and provides an unforgettable experience for the clients and their guests.

1. Pre-Event Planning - Managed by Venue Staff

- Meet with the clients to discuss their vision, preferences, and specific requirements.
- Provide a tour of the venue and showcase preferred vendors and amenities.
- Discuss budget.
- Draft a detailed contract outlining the terms and conditions, including payment schedules, cancellation policies, and service details.
- Secure a deposit to confirm the booking.

Event Design and Planning - Managed by Event Planner

- Works with clients to develop a detailed event plan, including theme, color scheme, and layout.
- Review a timeline for the event, from setup to breakdown.
- Coordinate with external vendors (florists, photographers, DJs, etc.) as needed.
- Schedule regular check-ins with the clients to review progress and make adjustments as necessary.
- Provide clients with a detailed checklist and timeline leading up to the wedding day.
- Assist clients in selecting reputable vendors for catering, photography, entertainment, etc.
- Provide a list of preferred vendors who have previously worked with the venue.
- Ensure all vendors are aware of the venue's policies and timelines.
- Maintain open lines of communication with all vendors to ensure seamless coordination.
- Confirm arrival times, setup requirements, and any special instructions.

3. Venue Preparation - Managed by Event Planner and Venue Staff

- Prepare a detailed layout plan for the ceremony and reception areas.
- Coordinate with decorators and setup crews to ensure timely and accurate setup.
- Ensure all audio-visual equipment is tested and functioning properly.
- Arrange for any additional technical support needed for the event.
- Conduct a pre-event meeting with all venue staff to review the event schedule, responsibilities, and contingency plans.

4. Event Day Management - Managed by Event Planner and Venue Staff

- Oversee the adherence to the event timeline, ensuring each segment starts and ends on time.
- Provide gentle reminders to clients and vendors about upcoming segments.
- Ensure a smooth guest arrival and seating process.
- Address any guest concerns or special requests promptly.
- Serve as the main point of contact for all vendors on the day of the event.
- Ensure vendors adhere to the agreed-upon schedule and setup requirements.
- Continuously monitor the event to address any issues or emergencies.
- Ensure all elements of the event (catering, entertainment, décor) meet the venue's high standards.

5. Post-Event Wrap-Up - Managed by Venue Staff and Event Planner

- Breakdown and Cleanup Oversee the breakdown and cleanup of the venue.
- Ensure all rental equipment is returned and the venue is restored to its original condition.
- Send a thank-you note to the clients.
- Request feedback and a testimonial to improve services and attract future clients.

6. Continuous Improvement - Managed by Event Planner and Staff

- Conduct a post-event review with the team to discuss what went well and areas for improvement.
- Analyze client feedback to refine services and processes.

Parking Areas: Idle parking is allowed along the circular driveway for vendors only prior to the event. Vendors will have a separate parking area (10 spaces); Guest parking will be located on the main property (40 spaces) and on the adjacent area (70 spaces).

On-site Circulation Plan: All arriving vehicles for the general public will enter the site via an ingress only driveway on 4581 Dove Meadows Court. No vehicles may exit the premises via this entrance. Visitors have the option of using the circular driveway for drop off before driving along a 22 ft wide public service road that veers off to the right (south) of the property onto the adjoining property and into the parking lot (70 spaces). Traffic will exit the premises on the south end of the parking lot via the public service road that leads to the southern ingress/egress driveway at 4565 Dove Meadows Court.

Lighting: Lighting will include illuminated signs and exit signs with high-visibility lettering to clearly indicate emergency exits, fire extinguisher locations, and first aid stations and Ensure that all areas of the venue, including entrances, exits, walkways, parking lots, and emergency exits, are well-lit. Consistent lighting levels throughout the venue will minimize glare and shadows, which can obscure hazards and create safety concerns. Emergency lighting systems will automatically activate in case of a power outage or other emergencies. Exterior emergency lighting will illuminate exit routes and evacuation paths to facilitate safe egress during an emergency.

Noise Impact Study: A Noise Impact Study will be provided by a Qualified Acoustical Consultant to address the following concerns:

- Includes background noise levels
- Noise levels to be generated by the use
- Surrounding noise-sensitive land uses
- Strategies for elimination or reduction of off-site noise impacts

Security Measures: Security is not anticipated to be required for all events, however, each event will be evaluated separately for security needs such as securing services of a Sheriff deputy. Proper insurance will be maintained by the owner.

Public Safety Needs: Except occasional use of deputy services for security, no requirements for public safety involvement are anticipated as part of normal operations. In the case of a health, fire, or other emergency, 911 will be called for assistance. All public safety vehicles will enter by way of the south ingress/egress driveway at 4565 Dove Meadows Court. This two-way, 22 ft wide public service provides access to the residence/event venue.

Additional Safety Features Include the following:

- Adequate Exit and Emergency Lighting
- Fire Extinguishers
- Fire Sprinkler System in Pavillion and Residence/Event Venue
- Traffic Directional Signage to Ensure Proper Traffic Flow
- First Aid Station in Pavilion Food Service Prep Area

Number of Anticipated Attendees: The number of attendees will vary depending on the needs of each event. The square footage allows more capacity, however, a maximum number of attendees allowed will be limited to 250.

Hours of Operation: Event Hours will be from 10:00 AM to 9:00 PM

High Visibility Signage: Signage indicating the guest entrance at the northern ingress driveway along Dove Meadows Court, the exit and public service entrance at the ingress/egress driveway along Dove Meadows Court, and wayfinding throughout the premises for maximum capacity limitations, parking, traffic, restrooms, and emergency exits.

EVENT MANAGEMENT PLAN