



**Town of Southwest Ranches
Comprehensive Plan Advisory Board
Meeting Agenda**

Thursday
September 17, 2020
7:00 pm

Town Hall
13400 Griffin Road
Southwest Ranches, FL 33330-2628

Board Members

Jim Allbritton
Joseph Altschul
Steve Breitzkreuz
Josh Dykes
Jason Halberg
George Morris
Robert Sirota

Council Liaison

Bob Hartmann

Staff Liaison

Emily Aceti

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment: Items relating to the Comprehensive Plan but not on the agenda
5. Old Business
 - A. Approval of minutes for July 2020
 - B. Excuse absences
6. New Business
 - A. Ten Year Water Supply Plan
 - B. Amending the Comprehensive Plan Level of Service Standard for Public Schools
7. Board Member / Staff Comments and Suggestions
8. Items for Next Meeting
9. Adjournment

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS BOARD OR COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



Town of Southwest Ranches Comprehensive Plan Advisory Board Meeting Minutes

July 16, 2020
7:00 PM

ZOOM

Call to Order

Roll Call

Jim Allbritton – Present
Joseph Altschul – Present
Steve Breitzkreuz – Present
Josh Dykes - Absent
Jason Halberg – Present
George Morris – Absent
Robert Sirota – Present

Also Present: Jeff Katims, Town Planner; Philip Chorath, Town Staff

Pledge of Allegiance

Motion: To approve minutes from January 2020 meeting.

| Result | 1 st | 2 nd | JiA | JoA | SB | JD | JH | GM | RS |
|---------------|-----------------|-----------------|----------|----------|----------|------------|----------|------------|----------|
| <i>Passed</i> | <i>JoA</i> | <i>JiA</i> | <i>Y</i> | <i>Y</i> | <i>Y</i> | <i>Abs</i> | <i>Y</i> | <i>Abs</i> | <i>Y</i> |

Motion: To approve draft ordinance eliminating the Residential Medium-Density Land Use Category.

| Result | 1 st | 2 nd | JiA | JoA | SB | JD | JH | GM | RS |
|---------------|-----------------|-----------------|----------|----------|----------|------------|----------|------------|----------|
| <i>Passed</i> | <i>JiA</i> | <i>JoA</i> | <i>Y</i> | <i>Y</i> | <i>Y</i> | <i>Abs</i> | <i>Y</i> | <i>Abs</i> | <i>Y</i> |

Motion: To table the industrial item for 12 months.

| Result | 1 st | 2 nd | JiA | JoA | SB | JD | JH | GM | RS |
|---------------|-----------------|-----------------|----------|----------|----------|------------|----------|------------|----------|
| <i>Passed</i> | <i>JH</i> | <i>JiA</i> | <i>Y</i> | <i>Y</i> | <i>Y</i> | <i>Abs</i> | <i>Y</i> | <i>Abs</i> | <i>Y</i> |

Motion: To adjourn.

| Result | 1st | 2nd | JiA | JoA | SB | JD | JH | GM | RS |
|---------------|-----------------------|-----------------------|------------|------------|-----------|------------|-----------|------------|-----------|
| <i>Passed</i> | <i>JiA</i> | <i>JoA</i> | <i>Y</i> | <i>Y</i> | <i>Y</i> | <i>Abs</i> | <i>Y</i> | <i>Abs</i> | <i>Y</i> |

Next Meeting: September 2020



Town of Southwest Ranches
13400 Griffin Road
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(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Doug McKay, Mayor
Denise Schroeder, Vice-Mayor
Gary Jablonski, Council Member
Bob Hartmann, Council Member
Delsa Amundson, Council Member

Andrew D. Berns, Town Administrator
Keith M. Poliakoff, JD, Town Attorney
Russell Muñiz, Assistant Town Administrator/Town Clerk
Martin D. Sherwood, CPA, CGMA, CGFO, Town Financial Administrator

MEMORANDUM

TO: Comprehensive Plan Advisory Board (CPAB)

FROM: Jeff Katims, AICP, CNU

DATE: August 24, 2020

RE: Case #PA-20-3
Ordinance Adopting the Town's Ten-Year Water Supply Facilities Work Plan
and Related Comprehensive Plan Amendments

Recommendation

Staff recommends TRANSMITTAL of the Southwest Ranches Ten-Year Water Supply Facilities Work Plan (WSFWP) and the related text amendments proposed for the Southwest Ranches Comprehensive Plan (within the Capital Improvements Element and Utilities Element).

Issue

Section 163.3177 Florida Statutes requires that all local governments and utility providers update their adopted Ten Year WSFWP to reflect changes in the applicable Water Management District's Regional Water Supply Plans every five years.

Background

Many potable water utilities are directly affected by changes in South Florida Water Management District (SFWMD) Policy. Such changes have included new limitations on aquifer withdrawal volume and use of various withdrawal and effluent treatment and disposal technologies. For Southwest Ranches, which relies mostly on individual wells for water, the actions of the SFWMD have no direct impact. However, the Town is still required by law to update its ten-year water supply facilities plan.

Analysis

The attached water supply facilities plan demonstrates coordination with the cities of Sunrise and Cooper City to the extent that both supply potable water to properties within Southwest Ranches, but clearly states that the potable water in the Town is supplied on a decentralized, individual-supply basis. Since the SFWMD has not taken actions to curtail the use of individual wells for private residences, the Town has sufficient water to meet its needs for the next ten years and beyond.

Two policies within the Capital Improvements Element, and one policy within the Utilities Element of the Town's Comprehensive Plan are being updated to properly reference the Sunrise and Cooper City water supply plan updates (pending). References to both adopted plans are required by law. The proposed amendments to the Town's Comprehensive Plan elements are noted below.

- **CIE Policy 1.1-g:** The five year schedule of capital improvements shall reflect the most current City of Sunrise 10-Year Water Supply Facilities Work Plan (~~Amendment No. 15-1 adopted on July 14, 2020~~ January 20, 2015), and the capital projects described therein for the purposes of ensuring that adequate water supply will be provided for the limited number of properties that are or will be served by City of Sunrise.
- **CIE Policy 1.1-h:** The Town hereby adopts by reference the most current Cooper City 10-year Water Supply Facilities Work Plan (~~Amendment No. 15-1 20-## ESR, MM/DD, 2020~~ December 30, 2014) as incorporated and adopted in the Infrastructure Element of its Comprehensive Plan and the capital improvement projects contained therein.
- **UE POLICY 1.2-m:** The level of service (LOS) standard for potable water facilities serving the Town are as follows:
 - Cooper City Facilities: ~~401.33~~ 127 gallons per capita per day
 - City of Sunrise: ~~65~~ 102 gallons per capita per day

45
46 **Section 1: Recitals.** That the foregoing "WHEREAS" clauses are hereby ratified
47 and confirmed as being true and correct and are hereby made a specific part of this
48 Ordinance.

49
50 **Section 2: Town WSFP Approved.** That the Town of Southwest Ranches
51 Ten-Year Water Supply Facilities Work Plan (dated 2020), attached as Exhibit "A" is
52 hereby approved.

53
54 **Section 3: UE Amendment Adopted.** That the Utilities Element of the Town
55 of Southwest Ranches Comprehensive Plan is hereby amended as follows to update
56 level of service standards for third party utilities that provide limited service within the
57 Town:

58
59 III.F Utilities Element (UE)

60 * * * * *

61
62 **UE POLICY 1.2-m:** The level of service (LOS) standard for potable water facilities serving
63 the Town are as follows:
64 Cooper City Facilities: ~~404.33~~127 gallons per capita per day
65 City of Sunrise: ~~65~~102 gallons per capita per day
66
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68

69 **Section 4: CIE Amendment Adopted.** That the Capital Improvements
70 Element of the Town of Southwest Ranches Comprehensive Plan is hereby amended as
71 follows to update references to the adopted Water Supply Facilities Work Plan for third
72 party utilities that provide limited service within the Town:

73
74 III.I Capital Improvements Element (CIE)

75 * * * * *

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77
78 **CIE Policy 1.1-g:** The five year schedule of capital improvements shall reflect the
79 most current City of Sunrise 10-Year Water Supply Facilities Work Plan (~~Amendment No.~~
80 ~~15-1-2~~ adopted on July 14, 2020 ~~January 20, 2015~~), and the capital projects described
81 therein for the purposes of ensuring that adequate water supply will be provided for the
82 limited number of properties that are or will be served by City of Sunrise.

83
84 **CIE Policy 1.1-h:** The Town hereby adopts by reference the most current Cooper City
85 10-year Water Supply Facilities Work Plan (Amendment No. ~~15-1~~ 20-## ESR, MM/DD,

Ordinance No. 2020-____
Underlined words are additions and ~~stricken~~ words are deletions.

86 ~~2020–December 30, 2014~~) as incorporated and adopted in the Infrastructure Element of
87 its Comprehensive Plan and the capital improvement projects contained therein.

88
89 **Section 5: Transmittal.** That the Town Administrator or designee is hereby
90 authorized to transmit the amendment and work plan to the applicable reviewing
91 agencies under Section 163.3184(1)(c), F.S.

92
93 **Section 6: Plan Update.** That the Town Administrator or designee shall,
94 immediately following the effective date of this Ordinance, cause the Town of Southwest
95 Ranches Comprehensive Plan to be updated to reflect this amendment.

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97 **Section 7: Conflicts.** All Ordinances or parts of Ordinances, Resolutions or
98 parts of Resolutions in conflict herewith, be and the same are hereby repealed to the
99 extent of such conflict.

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101 **Section 8: Severability.** If any word, phrase, clause, sentence or section of
102 this Ordinance is, for any reason, held unconstitutional or invalid, the invalidity thereof
103 shall not affect the validity of any remaining portions of this Ordinance.

104
105 **Section 9: Effective Date.** This Ordinance shall take effect 31 days after the
106 Department of Economic Opportunity notifies the Town that the transmitted plan
107 amendment package is complete, and shall be considered as part of the amendment to
108 the Town of Southwest Ranches Comprehensive Plan, unless timely challenged
109 pursuant to Sec. 163.3184(5), F.S., in which case the Ordinance shall take effect on the
110 date that the Department of Economic Opportunity or the Administration Commission
111 enters a final order determining the adopted amendment to be in compliance. If a
112 final order of noncompliance is issued by the Administration Commission, this
113 amendment may nevertheless be made effective by adoption of a resolution affirming
114 its effective status, a copy of which resolution shall be sent to the state land planning
115 agency.

116
117 **PASSED ON FIRST READING** this ____ day of ____, 2020 on a motion made
118 by _____ and seconded by _____.

119
120 **PASSED AND ADOPTED ON SECOND READING** this __ day of ____, 2020, on a
121 motion made by _____ and seconded by _____.

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124
125 **[Signatures On Next Page]**
126

Ordinance No. 2020-____
Underlined words are additions and ~~stricken~~ words are deletions.

127 McKay _____ Ayes _____
128 Schroeder _____ Nays _____
129 Amundson _____
130 Hartmann _____ Absent _____
131 Jablonski _____ Abstaining _____

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Doug McKay, Mayor

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138 ATTEST:

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Russell Muñiz, MMC, Assistant Town Administrator/Town Clerk

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148 Approved as to Form and Correctness:

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Keith Poliakoff, J.D., Town Attorney

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155

Ordinance No. 2020-____
Underlined words are additions and ~~stricken~~ words are deletions.



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Russell Muñiz, Assistant Town Administrator/Town Clerk
Martin D. Sherwood, CPA, CGMA, CGFO, Town Financial Administrator

MEMORANDUM

TO: Comprehensive Plan Advisory Board (CPAB)

FROM: Jeff Katims, AICP, CNU

DATE: August 24, 2020

RE: Case #PA-20-6
Ordinance Amending the Comprehensive Plan Level of Service Standard for Public Schools

Recommendation

Staff recommends TRANSMITTAL of the text amendment to the Public School Facilities Element and Capital Improvements Element.

Issue

In October, 2017 the Town Council passed Resolution No. 2018-006 supporting a change to the level of service standard (“LOS”) for public schools. The LOS determines the method used to measure the capacity of schools for the purpose of school concurrency. Subsequently, the Mayor executed the Third Amended and Restated Interlocal Agreement For Public School Facility Planning (“ILA”) in November, 2017 containing the new LOS standard and agreeing to amend the Town’s plan to reflect the new standard.

The ILA requires that all parties to the agreement update their comprehensive plans and land development regulations with the new LOS. The proposed Ordinance amends the level of service standard for public schools in the Comprehensive Plan to conform with the ILA.

ORDINANCE NO. 2020 -

AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE TEXT OF THE PUBLIC SCHOOL FACILITIES ELEMENT AND CAPITAL IMPROVEMENT ELEMENT OF THE TOWN OF SOUTHWEST RANCHES COMPREHENSIVE PLAN TO UPDATE THE LEVEL OF SERVICE STANDARD FOR PUBLIC SCHOOL FACILITIES AS REQUIRED BY THE THIRD AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR PUBLIC SCHOOL FACILITY PLANNING; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in October, 2017 the Town Council of the Town of Southwest Ranches, Florida ("Town Council") approved the Third Amended and Restated Interlocal Agreement for Public School Facility Planning in Broward County ("ILA"); and

WHEREAS, the ILA, to which the Town is a party, established a new district-wide Level of Service ("LOS") Standard for the purpose of administering public school concurrency; and

WHEREAS, all signatories to the agreement are required to amend their local comprehensive plans consistent with the new LOS Standard; and

WHEREAS, the Town Council, sitting as the Local Planning Agency of the Town of Southwest Ranches, recommended approval of the amendment after conducting a duly noticed public hearing on _____ to consider the amendments.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:

Section 1: Adoption of Recitals. That the foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance.

Section 2: PSFE Amendment. That Policy 1.2-c of the Public School Facilities Element of the adopted Town of Southwest Ranches Comprehensive Plan is hereby amended as follows:

~~PSFE Policy 1.2-c: The adopted level of service standard shall be as follows: 100 percent of gross capacity (with relocatable classrooms) for each CSA until the end of the 2018/19 school year; and commencing at the 2019/20 school year, the LOS for each CSA shall be 110 percent of permanent FISH capacity for each public elementary, middle and high school.~~

School Type A is a bounded elementary, middle or high school that has the equivalent of at least 10% of its permanent FISH capacity available onsite in relocatables. The LOS for School Type A shall be 100% gross capacity (including relocatables).

School Type B is a bounded elementary, middle or high school that has less than the equivalent of 10% of its permanent FISH capacity available onsite in relocatables. The LOS for School Type B shall be 110% permanent FISH capacity.

The LOS shall be achieved and maintained within the period covered by the five-year schedule of capital improvements.

Section 3: CIE Amendment. That Policy 1.2-b of the Capital Improvement Element of the adopted Town of Southwest Ranches Comprehensive Plan is hereby amended as follows:

~~CIE Policy 1.2-b: The uniform, district-wide LOS shall be as follows: 100 percent of gross capacity (with relocatable classrooms) for each CSA until the end of the 2018/19 school year; and commencing at the 2019/20 school year, the LOS for each CSA shall be 110 percent of permanent FISH capacity for each public elementary, middle, and high school.~~

School Type A is a bounded elementary, middle or high school that has the equivalent of at least 10% of its permanent FISH capacity available onsite in relocatables. The LOS for School Type A shall be 100% gross capacity (including relocatables).

School Type B is a bounded elementary, middle or high school that has less than the equivalent of 10% of its permanent FISH capacity available onsite in relocatables. The LOS for School Type B shall be 110% permanent FISH capacity.

The LOS shall be achieved and maintained within the period covered by the five-year schedule of capital improvements.

Section 4: That the Town Planner is hereby directed to transmit the amendments set forth herein to the State Land Planning Agency immediately following first reading of this Ordinance, and is hereby directed to transmit the adopted amendments immediately following the second and final reading of this Ordinance.

Deleted text is ~~stricken~~ and added text is underlined

Section 5: Conflicts. All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

Section 6: Severability. If any word, phrase, clause, sentence or section of this Ordinance is, for any reason, held unconstitutional or invalid, the invalidity thereof shall not affect the validity of any remaining portions of this Ordinance.

Section 7: Effective Date. This Ordinance shall take effect 31 days after the Department of Economic Opportunity notifies the Town that the plan amendment package is complete, unless timely challenged pursuant to sec. 163.3184(5), F.S., in which case the Ordinance shall take effect on the date that the Department of Economic Opportunity or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

PASSED ON FIRST READING this ___ day of April __, 2020 on a motion made by _____ and seconded by _____.

PASSED AND ADOPTED ON SECOND READING this ___ day of __, 2020, on a motion made by _____ and seconded by _____.

[Signatures on following page]

Deleted text is ~~stricken~~ and added text is underlined

McKay _____
Schroeder _____
Jablonski _____
Hartmann _____
Amundson _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Doug McKay, Mayor

Attest:

Russell Muñoz, MBA, MPA, MMCI , Town Clerk

Approved as to Form and Correctness:

Keith M. Poliakoff, J.D., Town Attorney

Deleted text is ~~stricken~~ and added text is underlined