

CITY OF CLEWISTON

PLANNING BOARD AGENDA

September 09, 2025 at 5:05 PM

City Hall Commission Chambers – 115 W Ventura Ave

Board Members:

Greg Thompson, Chair
Haitham Kaki, Vice Chair
Carolina Bentancor, Board Member
Eddie Vazquez, Board Member
Luis Vallejo, Board Member

Administration:

Building Official, Christopher Cooper
City Attorney, Kaylee Tuck
Administrative Assistant Community Development, Leslie Almanza

Civility: Being "civil" is not a restraint on the First Amendment right to speak out, but it is more than just being polite. Civility is stating your opinions and beliefs, without degrading someone else in the process. Civility requires a person to respect other people's opinions and beliefs even if he or she strongly disagrees. It is finding a common ground for dialogue with others. It is being patient, graceful, and having a strong character. That is why we say "Character Counts" in the City of Clewiston. Civility is practiced at all City meetings.

Special Needs: In accordance with the provisions of the American with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall within three business days prior to any proceeding, City Hall is wheelchair accessible and accessible parking spaces are available. Please contact the City Clerk's office at (863) 983-1484, extension 105, or email lakisha.burch@clewiston-fl.gov for information or assistance.

Quasi-Judicial Hearings: Some of the matters on the agenda may be "quasi-judicial" in nature. City Commission Members are required to disclose all ex-parte communications regarding these items and are subject to voir dire (a preliminary examination of a witness or a juror by a judge or council) by any affected party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. An unsworn comment will be given its appropriate weight by the City Commission.

Appeal of Decision: If a person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.

PLANNING BOARD AGENDA ITEMS:

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
ADDITIONS, DELETIONS, MODIFICATIONS
COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Public Comments for all meetings may be received by email, or in writing to the City Clerk's Office until 3:00 PM on the day of the meeting. Comments will be "received and filed" to be acknowledged as part of the official public record of the meeting. Planning and Zoning Board meetings are livestreamed and close-captioned for the general public via our website, instructions are posted there.

REGULAR AGENDA

- 1. Consideration of shed setback exception
- 2. Storage on private property

CITY STAFF COMMENTS

BOARD MEMBER COMMENTS

ADJOURNMENT

Comment Cards: Anyone from the public wishing to address the Planning and Zoning Board, it is requested that you complete a Comment Card before speaking. Please fill it out completely with your full name and address so that your comments can be entered correctly in the minutes and given to the City Clerk. During the agenda item portion of the meeting, you may only address the item on the agenda being discussed at the time of your comment. During public comments, you may address any item you desire. Please remember that there is a three (3) minute time limit on all public comments. Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which included testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodation in order to participate should contact the City Clerk's Office (863-983-1484), at least 48 hours in advance to request such accommodation.



Agenda Item Memorandum

TO:

Planning Board

FROM:

Leslie Almanza, Administrative Assistant Community Development

VIA:

Christopher Cooper, Building Official

DATE:

September, 09, 2025

SUBJECT:

Consideration of shed setback exception

Background:

Resident is asking the City to allow his shed to be placed 2.5ft from the side yard. Setback for accessory structure in this district is 7.5ft from side yard and 10ft from rear.

Recommendation:

Board's discretion



City Of Clewiston

Community Development Department

121 Central Avenue Clewiston, Florida 33440 • Phone: 863-983-1500 www.ctewiston-fl.gov

permitting@clewiston-fl.gov



GENERAL PERMIT APPLICATION

Application Date: $9/3/25$ Please Complete All Sections
TYPE OF PERMIT: Residential (see number 7 on reverse side)
Commercial ☐ (see number 8 on reverse side)
Building Electrical Plumbing Mechanical Roofing Shed Pool Excavation Other
Parcel Control #
Owner name: Tornmy Morrell Address 703 Sagirer Avenuel City Clewiston State 7 Zip 33440 Phone # (863) 277-9403 Email: Tornmy O Wedgworth Com Company:
Address State Zip Qualifier Name:
License # Phone # Contact person Email:
Description of proposed improvement: Would like to have the shed 2.5 ft off the side be everything else is the same distance of the funce.
Sq. Ft of improvement: 20×20 Estimated value of: \$ 8,000

Please Note

Any work valued over \$2500 requires you to file a Notice of Commencement with the County Clerk, per FL Statue 713.13 (1)(b)

City Of Clewiston

Community Development Department

121 Central Avenue Clewiston, Florida 33440 • Phone: 863-983-1500 www.clewiston-fl.gov

permitting@clewiston-fl.gov

Application is hereby made by the undersigned to do improvements to the property described on page 1 of this application as per submitted plans and specifications, in accordance with the Florida Building Code and all other applicable Codes and Ordinances. I further understand that a separate permit is required for building, electrical, plumbing, mechanical, signs, wells, pools, furnaces, boilers, heaters, tanks, roofing, and air-conditioning work.

I also acknowledge that:

- 1. I understand that a permit to do work is subject to time limitations,
- 2. Issuance of a permit is not authorization to violate any public or private restrictions,
- 3. Submission of false or misleading information in obtaining this permit may result in the revocation of any permits based on such information,
- 4. I will be responsible for all trash and construction waste on site,
- 5. I will be responsible for any damage caused to sidewalks, roads or public utilities by workmen or machinery associated with this permitted work,
- 6. I certify that all the information provided with this application is accurate and that all work will be in compliance with all applicable laws regulating construction and zoning,
- 7. I understand that if the value of repair/improvement to my property exceeds \$2,500.00, I am responsible for the driveway (concrete or asphalt) at city right of way,
- 8. I understand that if the value of repair/improvement to my property exceeds \$2,500.00, I am responsible for a dumpster enclosure per code section 74-214,
- 9. I understand that a survey of my land is required to be submitted for <u>all</u> permit applications for improvements to my property.

NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.

This permit becomes null and void if work or construction authorized is not consuspended or abandoned for a period of 180 days at any time after work is communication.	• •
I hereby certify that I have read and examined this application and know the standard condinuous governing this type of work will be complied with whether specipresume to give authority to violate or cancel the provisions of any other state or construction.	fied herein or not. The granting of a permit does not
Signature of Contractor or Authorized Agent	(Date)
Signature of Owner (if Owner/Builder)	9/3/25 (Date)



City Of Clewiston

Community Development Department

121 Central Avenue Clewiston, Florida 334408 • Phone: 863-983-1500 www.clewiston-fl.gov

permitting@clewiston-fl.gov

OWNER/BUILDER INFORMATION

This department understands that as an owner you have the right to build on your property. As a public service to protect you and the investment in your property, this department has put together this information.

Please read and initial each paragraph. If you do not understand a paragraph, the staff of

Con	munity Development will be happy to explain it to you.
1.	I hold title to this property and I am planning to do all construction. Initial
2.	I understand that the building official and inspectors are not there to design, alter or give advice on how to meet the code – only to verify that the structure meets the minimum code standard. Initial
3.	I understand that if any person gets injured on my construction project – they are entitled to workmen's compensation. And if they do not possess a workmen's compensation policy, I could be held liable for all medical and related costs which could include loss of wages during recovery from their injury. Initial
BY S	SIGNING THIS STATEMENT, I ATTEST THAT: (Initial to the left of each statement)
	I UNDERSTAND AND AGREE TO THE EXEMPTION PROVISIONS OF FLORIDA STATUTES 489.103 AS LISTED ON THE BACK OF THIS FORM.
	I HAVE ACCESS TO THE ADOPTED CODES AND UNDERSTAND THE CODE PROVISIONS.
	I HAVE ADEQUATE KNOWLEDGE AND QUALIFICATIONS TO SAFELY PERFORM AND DIRECTLY SUPERVISE THE WORK.
	THIS PROPERTY IS <u>NOT</u> AN APARTMENT, CONDOMINIUM OR RENTAL PROPERTY.
	THIS STRUCTURE IS <u>NOT</u> BEING BUILT WITH AN INTENTION TO SELL, RENT OR LEASE.
	I UNDERSTAND THAT FOR ANY UNLICENSED PERSON I HIRE, I MUST DEDUCT F.I.C.A., WITHHOLDING TAX AND PROVIDE WORKERS' COMPENSATION INSURANCE.
1 yea final	plation of this exemption is a misdemeanor of the first degree punishable by a term of imprisonment not exceeding a rand a \$1,000:00 fine in addition to any civil penalties. In addition, the local permitting jurisdiction shall withhold approval, revoke the permit, or pursue any action or remedy for unlicensed activity against the owner and any on performing work that requires licensure under the permit issued.

OWNER/BUILDER AFFIDAVIT & DISCLOSURE STATEMENT FORM

Pursuant to Florida Law, Chapter 489, Part 1: In order to qualify for this exemption, an owner must personally appear to sign the permit application & to have this form notarized at the Building Department.

State law requires construction be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own contractor with certain restrictions even though you do not have a license. You must provide direct, onsite supervision of the construction yourself.

You may build or improve a one-family or two-family residence or a farm outbuilding. You may also build or improve a commercial building, provided your costs do not exceed \$75,000. The building or residence must be for your own use or occupancy. It may not be built or substantially improved on for sale or lease. If you sell or lease a building you have built or substantially improved yourself within I year after the construction is complete, the law will presume that you built or substantially improved it for sale or lease, which is a violation of this exemption.

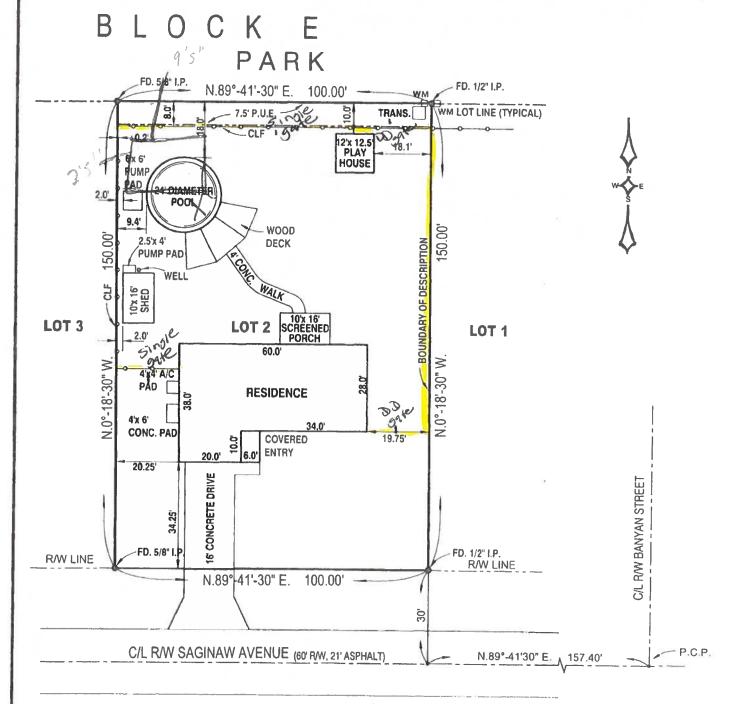
You may not hire an unlicensed person to act as your contractor or to supervise people working on your building. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal licensing ordinances. You may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on your building who is not licensed must work under your direct supervision and must be employed by you, which means that you must deduct F.I.C.A. and withholding tax and provide workers' compensation for that employee, all as prescribed by law. Your construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.

Please Note

Any work valued over \$5000 or AC work over \$15,000 requires you to file a Notice of Commencement with the County Clerk, per FL Statue 713.13 (1)(b)

Owner (print) Tommy morrell
Owner (signature) 77 Must
State of Florida, Hendry County The foregoing instrument was acknowledged before me this day of
By Tommy Morrel , who is personally known to me
or who has produced Personally Known type of identification.
Notary Liste Almanza SFAR MY COMMISSION WAY
MY COMMISSION # HH 567133 EXPIRES: July 1, 2028





SURVEYOR'S NOTES

SURVEY BASED ON DESCRIPTION PROVIDED BY CLIENT AND RECORDED PLAT. THIS SURVEY WAS PERFORMED WITHOUT BENEFIT OF AN ABSTRACT. NO SEARCH OF THE PUBLIC RECORDS WAS MADE BY THIS OFFICE FOR EXISTING EASEMENTS, ABANDONMENTS, DEED RESTRICTIONS, ZONING SETBACKS, OR RIGHTS OF WAY.

LOCATION OR EXISTENCE OF UNDERGROUND OR NON-VISIBLE UTILITIES OR IMPROVEMENTS, IF ANY, NOT INVESTIGATED.

TREES AND SHRUBS, IF ANY, NOT SHOWN.

ORIENTATION BASED ON THE CENTER LINE OF R/W FOR SAGINAW AVENUE BEING ASSUMED AT N. 89°-41°-30° E.

UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER, THIS MAP IS NOT VALID.

ABBREVIATIONS

A/C = AIR CONDITIONER

CLF = 4' CHAIN LINK FENCE

C/L = CENTERLINE

CONC = CONCRETE

FD = FOUND

I.P. = IRON PIN - NO CAP

P.U.E. = PUBLIC UTILITY EASEMENT

R/W = RIGHT OF WAY

TRANS. = ELECTRIC TRANSFORMER

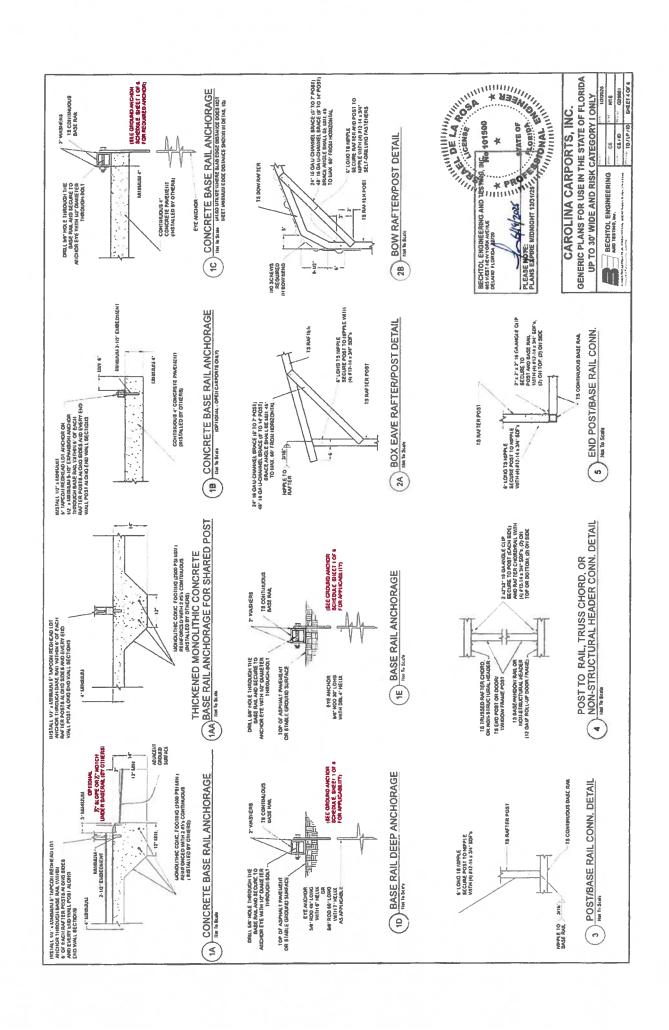
MORTGAGE SURVEY

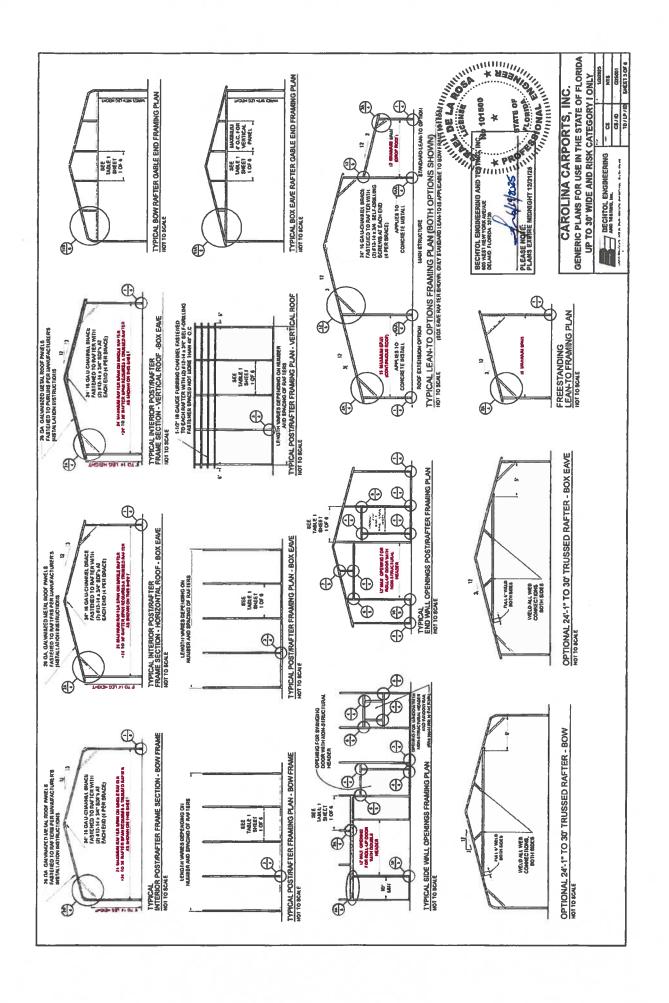
Lot 2, Block E, "Ridgeview Estates Addition No. 1", as recorded in Plat Book 4, Pages 85 and 86, Public Records of Hendry County. Florida.

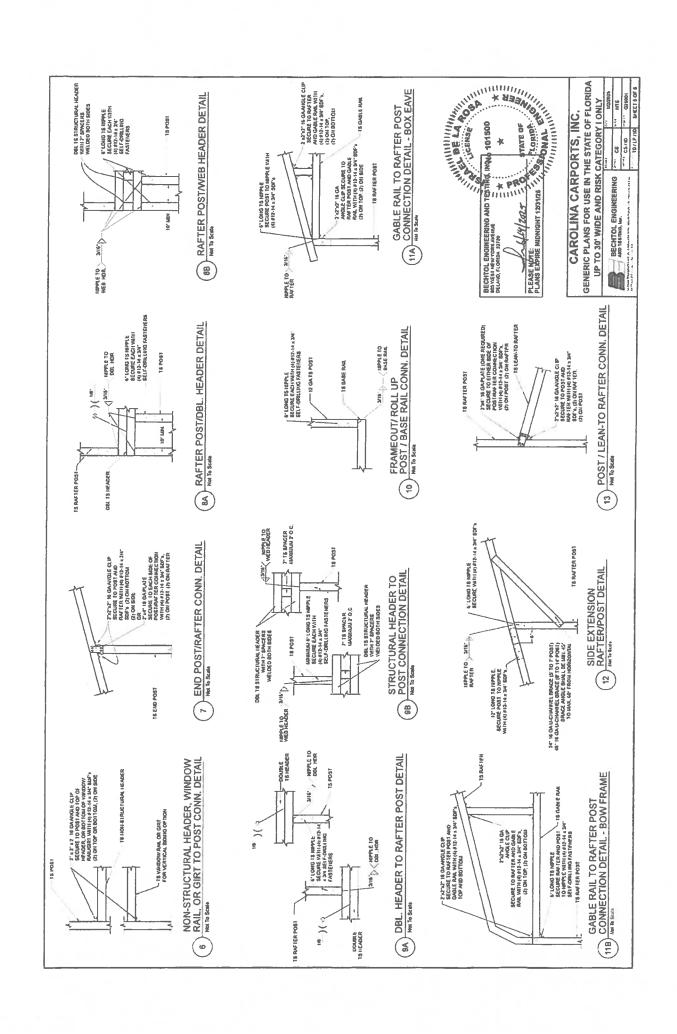
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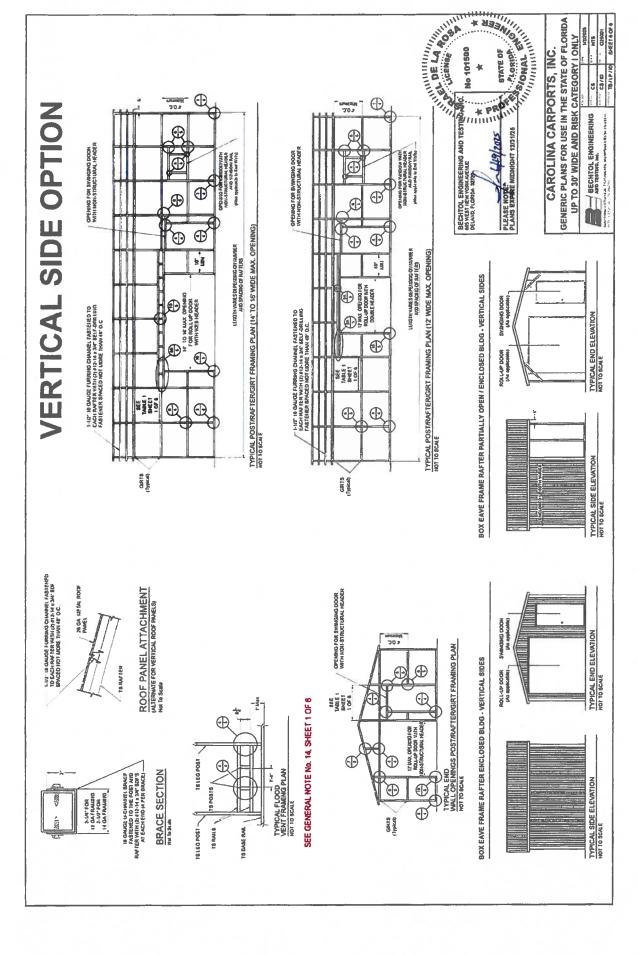
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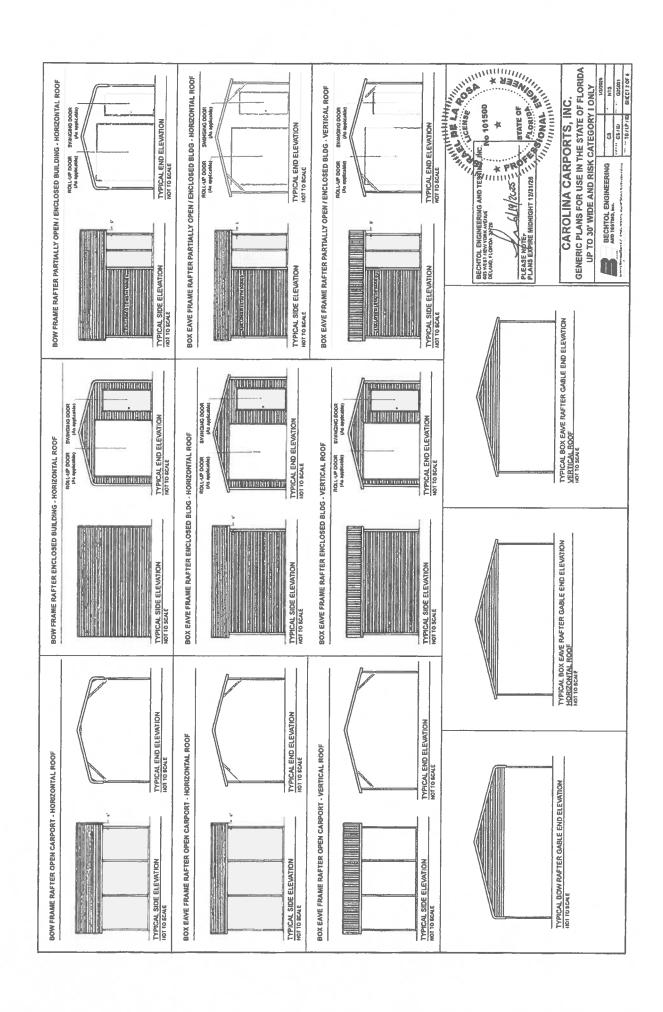








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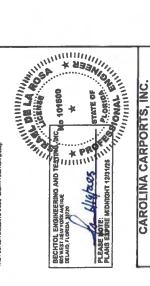
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CAROLINA CARPORTS, INC.

GENERIC PLANS FOR USE IN THE STATE OF FLORIDA UP TO 30' WIDE AND RISK CATEGORY I ONLY

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Agenda Item Memorandum

TO:

Planning Board

FROM:

Leslie Almanza, Administrative Assistant Community Development

VIA:

Christopher Cooper, Building Official

DATE:

September, 09, 2025

SUBJECT:

Storage on private property

Background:

Reviewing current Ordinances for storage on private property

Recommendation:

To offer clear guidance to the Commission regarding the requirements for storage on private property.

Sec. 50-7. Storage on private property.

Nothing in this chapter shall be construed to prohibit any resident of the city from storing a recreational vehicle of any type on the same lot as his residence, provided such recreational vehicle complies with the definition of a recreational vehicle, travel trailer or camping trailer and is not occupied or used for any purpose while stored; carries a current vehicle registration tag; and, provided further, that such recreational vehicle is stored at least 60 feet from the front property line and ten feet from all other property lines. All commercial trailers may be stored only in a commercial or industrial district and mobile homes may be stored only in an industrial district and shall be located so as to conform with building setbacks of such district.

(Code 1982, § 20-6; Code 1999, § 50-7; Ord. No. 94-01, pt. 1(20-6), 12-19-1994)

CITY OF CLEWISTON

ORDINANCE NO. 2024-03

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF CLEWISTON, FLORIDA, AMENDING THE CODE OF ORDINANCES § 50-7 STORAGE ON PRIVATE PROPERTY; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Clewiston City Commission met at its January 16th, 2024 workshop to conduct a review of § 50-7 and recommended amendments to the City's existing ordinance regarding the storage on private property; and

WHEREAS, the City of Clewiston has determined that it is necessary to amend the City of Clewiston Code of Ordinances to revise § 50-7, Storage on Private Property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF CLEWISTON, FLORIDA, AS FOLLOWS:

SECTION 1. The Clewiston Code of Ordinances, § 50-7, Storage on Private Property is hereby amended as follows, additions are denoted by underline, deletions are denoted by strikethrough:

Sec. 50-7. Storage on private property.

Nothing in this chapter shall be construed to prohibit any resident of the city from storing a recreational vehicle of any type on the same lot as his residence, provided such recreational vehicle complies with the definition of a recreational vehicle, travel trailer or camping trailer and is not occupied or used for any purpose while stored; and displays earries a current vehicle registration sticker and tag; and, provided further, that such recreational vehicle is stored at least 60 feet from the front property line and ten feet from all other property lines. All commercial trailers shall may be stored only in a commercial or industrial district and mobile homes shall may be stored only in an industrial district and shall be located so as to conform with building setbacks of such district.

(Code 1982, § 20-6; Code 1999, § 50-7; Ord. No. 94-01, pt. 1(20-6), 12-19-1994)

- **SECTION 2.** Codification. The provisions of this Ordinance shall become and be made part of the Code of Laws and Ordinances of the City of Clewiston.
- **SECTION 3.** Severability. If any phrase, sentence or portion of this Ordinance is, for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and individual provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4. Repeal of Laws in Conflict. All ordinances of the City of Clewiston, Florida, which are in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. Effective Date. This Ordinance shall take effect immediately upon its passage and consistent with all requirements of general law.

PASSED on first reading by the City Commission on January 22, 2024.

PASSED AND ADOPTED on second and final reading by the City Commission on Leanne 16, 2024.

ATTEST:

CITY OF CLEWISTON, FLORIDA

James Pittman, Mayor

Lakisha Burch, City Clerk

(MUNICIPAL SEAL)

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Bv:

Dylan J. Brandenburg, City Attorney

CITY OF CLEWISTON NOTICE OF PUBLIC HEARING

The City Commission of Clewiston will hold a public hearing on the proposed Ordinance.

ORDINANCE No. 2024-03

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF CLEWISTON, FLORIDA, AMENDING THE CODE OF ORDINANCES § 50-7 STORAGE ON PRIVATE PROPERTY; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

Said public hearing will be held as follows:

CLEWISTON COMMISSION

Location:

City Hall, 115 West Ventura Avenue, Clewiston, Florida

Date:

January 22, 2024 at 5:00 p.m. (FIRST READING)

December 16, 2024 at 5:00 p.m. (SECOND READING)

Or as soon thereafter as may be heard in the orderly course of business. The hearing of the request may be continued from time to time as may be found necessary.

All interested parties are invited to attend and be heard with respect to the proposed ordinance.

Copies of Ordinance No. 2024-03 are available in the City Clerk's Office at the address listed below and can be reviewed by the public, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. or by appointment.

City Clerk's Office 115 West Ventura Avenue Clewiston, FL 33440 (863) 983-1484

Pursuant to the provisions of the American With Disabilities Act, any person requiring special accommodations to participate in this hearing, because of a disability or physical impairment, should contact the City of Clewiston Clerk's Office at (863) 983-1484 at least five calendar days prior to the Hearing.

Lakisha Burch, City Clerk City of Clewiston

PUBLICATION DATE: December 5, 2024

CITY OF CLEWISTON City Commission Agenda Item Report

AGENDA ITEM NO. (13) Commission Meeting Date: December 16, 2024

Subject: Storage on Private Property Ordinance 50-7

1) Background/History:

At the request of the City Commission, the Planning and Zoning Board reviewed the Storage on Private Property ordinance for possible updates.

2) Financial Impact:

N/A

3) Attachments:

• Ordinance 50-7

4) Actions/Options/Recommendations:

The City Planning & Zoning Board met on December 10, 2024 to discuss the ordinance and possible changes. A motion was made to remove the 60 foot setbacks, and recommended to have the City Commission allow for 2 RV's to be stored on private property. They also recommended that the City Commission allow for the RV's to be parked in the front of the property. The motion was passed on a voice vote with 2 ayes, I nay by Chairman Haitham Kaki. Board member(s) Carolina Betancor and Renaldy Tapia were absent.



STATE OF FLORIDA: **COUNTY OF HENDRY:**

Before the undersigned authority personally appeared Katrina Elsken Muros, who on oath says that she is Editor in Chief of the Lake Okeechobee News, a weekly newspaper published in Hendry County, Florida; that the attached copy of advertisement, being a Public Notice in the matter of

Public Notice

in the 20th Judicial District of the Circuit Court of Hendry County, Florida, was published in said newspaper in the issues of or by publication on the newspaper's website, if authorized, on LAKO: 12/11/2024, 12/12/2024, 12/13/2024,

12/14/2024, 12/15/2024, 12/16/2024, 12/17/2024

LON: 12/11/2024

Affiant further says that the newspaper complies with all legal requirements for publication in Chapter 50, Florida Statutes.

Ellen 1

Sworn to and subscribed before me by means of Physical Presence X Online Notarization physical presence or online notarization, this 12/17/2024



CITY OF CLEWISTON Name

Order Number 12740

Ordered By Lakisha Burch

Order Date 12/4/2024

Description Ordinance No. 2024-03

Number Issues 8 Pub Count

First Issue 12/11/2024 Last Issue 12/17/2024

Lake Okeechobee News, LakeONews.com Publications

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Lakisha Burch, City Clerk City of Clewiston 12740 HEND 12/11/2024