



# **PLANNING & ZONING BOARD MEETING AGENDA**

**February 16, 2023 at 5:30 PM**

**COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838**

**Phone: 863-438-8330 | [www.TownofDundee.com](http://www.TownofDundee.com)**

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## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

## **DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR**

*(Each speaker shall be limited to three (3) minutes)*

## **APPROVAL OF MINUTES**

- 1.** Planning & Zoning October 20, 2022 Meeting Minutes

## **PUBLIC HEARINGS**

- 2.** ORDINANCE 23-02, TOWN-INITIATED REQUEST FOR A COMPREHENSIVE PLAN TEXT AMENDMENT- LEVEL OF SERVICE
- 3.** ORDINANCE 23-03, 2022 ANNUAL UPDATE TO THE COMPREHENSIVE PLAN'S CAPITAL IMPROVEMENT ELEMENT (CIE)

## **DISCUSSION ITEMS**

## **REPORTS FROM OFFICERS**

Planning Department Comments

Town Attorney Comments

Board Member Comments

Chairperson Comments

## **ADJOURNMENT**

***PUBLIC NOTICE:** Please be advised that if you desire to appeal from any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases, a verbatim record is required. You must make your own arrangements to produce this record. (Florida statute 286.0105)*

*If you are a person with disability who needs any accommodations in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the town clerk's office at 202 east main street, Dundee, Florida 33838 or phone (863) 438-8330 within 2 working days of your receipt of this meeting notification; if you are hearing or voice impaired, call 1-800-955-8771.*

# DUNDEE PLANNING & ZONING BOARD

LOCATION: DUNDEE TOWN HALL  
202 MAIN STREET, DUNDEE, FLORIDA



## PLANNING & ZONING BOARD MEETING MINUTES for OCTOBER 20, 2022

**CALL TO ORDER** at 5:36pm by Chair Ron Hall  
**PLEDGE OF ALLEGIANCE:** Chair Ron Hall  
**ROLL CALL:** Jenn Garcia

### MEMBERS PRESENT:

Ron Hall  
Suzetta Henson  
Jill Kitto

### MEMBERS ABSENT:

Ray Hunt

MOTION TO EXCUSE Ray Hunt from the October 20, 2022 meeting of the Planning and Zoning Board made by Member Kitto and seconded by Member Henson. Passed Unanimously.

*AYES: Hall, Henson, Kitto*

*NAYS: None*

### STAFF PRESENT:

Lorraine Peterson, Town Planner  
Seth Claytor, Assistant Attorney  
Jenn Garcia, Town Clerk  
John Vice, Public Works Director

### ITEM 01: DISCUSSION ITEMS

#### A. BONDING LANGUAGE AND SUBDIVISION PLATTING GUIDELINES RELATED TO THE SUBDIVISION APPROVAL PROCESS

Town Planner, Lorraine Peterson, gave the analysis.

**Assistant Attorney Claytor** explained that, in light of the spike in development activity within the corporate limits of the Town of Dundee and Polk County, it is necessary to review the bonding language and subdivision platting guidelines related to the Town’s subdivision approval process. Town Staff has recognized that from an approval standpoint starting with the preliminary subdivision plan (PSP) there should be a more thorough review that will require, amongst others, a Chapter 177 title opinion or property informational report to identify any issues prior to review of an application for final plat approval. At final plat, it is recommended that a developer bond no more than 50% of the public improvements and dedicated improvements of and/or for the project and 50% of such improvements per phase.

Before moving on to the subsequent/next phase of the phased project, the dedicated improvements and public infrastructure must be constructed for the preceding phase.

The improvements must be constructed along with or concurrent with each phase of a phased project. This approach makes managing the requirements of each project successful.

After all the public infrastructure and dedicated improvements are completed, the Town shall require a maintenance guarantee. Town Staff and Town Consultants request a two (2) year plus 30-day maintenance guarantee. If there are any issues, a claim would be made against the maintenance guarantee and the 30-days allows time in the event an issue arises and claim must be made towards the expiration of the two (2) year period.

There was discussion among the board members, Assistant Town Attorney, and the Town Planner regarding item one.

**Board Member Kitto** inquired of the requirements for new development to lay all infrastructure lines underground or if they are still permitted to be above ground. She stated that this is the future and that it would benefit the Town to have these requirements.

**Assistant Town Attorney Claytor** responded that he would need to research this item.

**Board Member Henson** expressed concerns about communication of preparation during a hurricane or emergencies.

By consensus of the Board, the recommended bonding language and platting guidelines were approved and a draft of the requested code revisions was requested for approval.

**Town Planner Peterson** stated that the Fee-in-Lieu of information requested by Chair Hall will be brought back along with the language on parks.

**REPORTS FROM OFFICERS:**

**Board Members:**

**Board Member Kitto:**

Expressed concerns of the trucking company on US 27. This is still an open case, and it has proceeded too long.

**ADJOURNMENT**

Meeting adjourned at 6:57pm.

**Respectfully Submitted,**

*Jenn Denson-Garcia*  
Jenn Garcia, Town Clerk



**TOWN OF DUNDEE  
TOWN-INITIATED REQUEST FOR A COMPREHENSIVE PLAN TEXT AMENDMENT**

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**TO:** Town of Dundee Planning and Zoning Board

**PREPARED BY:** Central Florida Regional Planning Council

**AGENDA DATE:** February 16, 2023

**REQUESTED ACTION:** Proposed amendment to the potable water Level of Service Standard from 140 gpcd to 115 gpcd in the Dundee Comprehensive Plan and in the Unified Land Development Code.

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**BACKGROUND:**

The Level of Service quantifies the types and number of services customers receive. The established Level of Service helps the Town plan for future development by ensuring enough water will be available for that development. The Town proposes to update the Level of Service for potable water to reflect current needs and requirements from the South Florida Water Management District.

**PROPOSED LANGUAGE – COMPREHENSIVE PLAN:**

**INFRASTRUCTURE ELEMENT**

**Policy 2.2.1:** The Town establishes the following future level of service standards for potable water use, storage, and minimum pressure, effective January 1 of the respective years, in accordance with the Southern Water Use Caution Area, as enacted by the Southwest Florida Water Management District Board of Directors:

Potable Water Level of Service	140 <u>115</u> gpcd
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**WATER SUPPLY SUB ELEMENT**

**Policy 1.1.1:** The Town shall maintain water sources capable of supplying a minimum of one hundred ~~forty (140)~~ fifteen (115) gallons per person per day.

## CONSERVATION ELEMENT

**Policy 10.1:** The Town shall continue to strive with all means available to comply with the conservation standards established by Southwest Florida Water Management District for its Southern Water Use Caution Area for per day per capita consumption and not exceed the Town’s adopted Level of Service standard of ~~140~~115 gallons per day per capita. [40D-2, F.A.C.]

## CAPITAL IMPROVEMENT ELEMENT

**Policy 2.1:** The following level of service standards, as established in other elements of the Comprehensive Plan and by the Polk County School Board are hereby adopted and shall be maintained for existing or previously permitted development and for new development or redevelopment in the Town or the Town's utility service areas:

<b>SANITARY SEWER</b>	
Flow Capacity	1.5 MGD
Average Daily Flow	105 gpcd average daily flow
Effluent quality	Meet or exceed EPA and DEP effluent standards
<b>POTABLE WATER</b>	
Flow Capacity:	
Average daily demand:	<del>140</del> <u>115</u> gpcd
Maximum daily demand:	1.5 times average daily demand
<b>SOLID WASTE</b>	
Level of Service:	8.0 lbs. per person per day
<b>DRAINAGE</b>	
Drainage	<p>The following shall be the level of service standards for stormwater facilities:</p> <ul style="list-style-type: none"> <li>a. Drainage Structures: Ability to handle 25-year, 24 hour storm event</li> <li>b. Stormwater Facilities: 25-year, 24 hour storm event at top of bank or berm</li> <li>c. Storm sewers: Capacity to handle a 25-year storm event</li> </ul>
<b>RECREATION</b>	
Level of Service:	4.5 acres per 1,000 population

**PROPOSED LANGUAGE – UNIFIED LAND DEVELOPMENT CODE**

**6.01.06. Levels of service.**

Through the concurrency management system, Dundee shall maintain the following levels of service for public facilities:

Facility	Level of Service
Sanitary sewer	100 gallons per capita per day
Potable water	<del>150 gallons per capita per day by 1993</del> <del>140 gallons per capita per day by 1997</del> 115 gallons per capita per day
Solid waste	3.47 pounds per person per day
Freeways	C
Principal arterial roads	C
Other roads	D
Recreation and open space	4.5 acres per 1,000 people
Drainage	25-year, 24-hour storm event for new development. Stormwater treatment and disposal facilities pursuant to section 17-25.025, F.A.C. Stormwater discharge pursuant to section 17-3.051, F.A.C.

All development which was not approved through a subdivision plat, site development plan, or the issuance of a building permit prior to the date of adoption of this code shall be subject to an adequacy determination through the concurrency management system. An adequacy determination shall also be required for existing development where any improvement, expansion, or other change is proposed which may result in a greater demand for those public facilities addressed in this section. The development director shall determine whether a proposed change in existing development requires an adequacy determination.

**PUBLIC HEARING:**

**MOTION OPTIONS:**

1. I move the Planning and Zoning Board recommend **approval** to the Town Commission of the amendment to Comprehensive Plan and the Unified Land Development Code related to the potable water Level of Service.
2. I move the Planning and Zoning Board recommend **approval with changes** to the Town Commission of the amendment to Comprehensive Plan and the Unified Land Development Code related to the potable water Level of Service.

3. I move **continuation of this item** until a date certain.

DRAFT



**CAPITAL IMPROVEMENTS ELEMENT**

*Adopted October 26, 2010*  
*Update Adopted January 11, 2011*  
*Update Adopted February 23, 2016*  
*Update Adopted June 13, 2017*  
*Update Adopted*

**GOAL:** IT SHALL BE THE GOAL OF THE TOWN OF DUNDEE TO PROVIDE NECESSARY PUBLIC FACILITIES AND SERVICES FOR ALL EXISTING AND FUTURE DEVELOPMENT, AT ADOPTED LEVEL OF SERVICE STANDARDS, THROUGH A PROCESS THAT PERMITS DEVELOPMENT CONCURRENT WITH THE ABILITY OF THE TOWN TO PROVIDE SUCH FACILITIES AND SERVICES.

**OBJECTIVE 1:** 5-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

PROVIDE IMPROVEMENTS TO PUBLIC FACILITIES AND SERVICES AS INDICATED IN THE 5-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS TO CORRECT EXISTING DEFICIENCIES, REPLACE OBSOLETE OR WORN-OUT FACILITIES, AND ACCOMMODATE THE NEEDS OF DESIRED FUTURE GROWTH.

**Policy 1.1:** Include in the 5-Year Schedule of Capital Improvements all projects and equipment identified as needed in other elements of this Comprehensive Plan that are relatively high in cost (\$10,000 or greater) and necessary to maintain the adopted level of service standards or correct existing deficiencies.

**Policy 1.2:** Evaluate and rank proposed capital improvement projects in order of priority according to the following guidelines:

1. Whether the project is needed to: correct an existing level of service deficiency, protect the health and safety, serve developments for which development orders were issued prior to the adoption of the Comprehensive Plan, or fulfill a legal commitment of the town;
2. Whether the project is needed to: replace worn-out or obsolete facilities to maintain the adopted level of service standard, improve operating efficiency, reduce costs, serve developed areas lacking full service, or promote in-fill development;

3. Whether the project is needed to accommodate new growth in accordance with the Future Land Use Map at the adopted level of service standard;
4. Whether the project represents a logical extension of facilities and services within the town's service area; and
5. Whether the project is financially feasible within revenue and budget constraints.

**Policy 1.3:** Capital improvements projects included in the 5-Year Schedule of Capital Improvements shall be consistent with the goals, objectives, and policies of the appropriate elements of the Comprehensive Plan, including and especially the Public Education Facilities Element.

**Policy 1.4:** Provide, or require others to provide, needed capital expenditures for the replacement or renewal of obsolete or worn-out capital facilities to maintain the adopted level of service standards.

**OBJECTIVE 2: CONCURRENCY AND CAPITAL IMPROVEMENTS**

**BASE LAND USE DECISIONS, INCLUDING DECISIONS REGARDING THE ISSUANCE OF DEVELOPMENT ORDERS AND PERMITS, ON THE DEVELOPMENT REQUIREMENTS INCLUDED IN THIS COMPREHENSIVE PLAN, THE LAND DEVELOPMENT REGULATIONS OF THE TOWN OF DUNDEE, AND THE AVAILABILITY OF PUBLIC FACILITIES AND SERVICES NECESSARY TO SUPPORT SUCH DEVELOPMENT AT THE ADOPTED LEVEL OF SERVICE STANDARDS.**

**Policy 2.1:** The following level of service standards, as established in other elements of the Comprehensive Plan and by the Polk County School Board are hereby adopted and shall be maintained for existing or previously permitted development and for new development or redevelopment in the Town or the Town's utility service areas:

<b>SANITARY SEWER</b>	
Flow Capacity	1.5 MGD
Average Daily Flow	105 gpcd average daily flow
Effluent quality	Meet or exceed EPA and DEP effluent standards
<b>POTABLE WATER</b>	
Flow Capacity:	
Average daily demand :	115 gpcd
Maximum daily demand:	1.5 times average daily demand
<b>SOLID WASTE</b>	
Level of Service:	8.0 lbs. per person per day
<b>DRAINAGE</b>	
Drainage	<p>The following shall be the level of service standards for stormwater facilities:</p> <ul style="list-style-type: none"> <li>a. Drainage Structures: Ability to handle 25-year, 24 hour storm event</li> <li>b. Stormwater Facilities: 25-year, 24 hour storm event at top of bank or berm</li> <li>c. Storm sewers: Capacity to handle a 25-year storm event</li> </ul>
<b>RECREATION</b>	
Level of Service:	4.5 acres per 1,000 population

**Roads:**

- a. The Town of Dundee shall coordinate with the Polk Transportation Planning Organization (PTPO) and the Central Florida Regional Planning Council to adopt and apply multi-modal levels of service which shall be the minimum acceptable standards for State, County, and local roads within the Town Limits of Dundee. Said multi-modal LOS standards shall promote transit by lowering levels of service where transit is available. The Town hereby adopts multi-modal levels of service as set forth in the following tables.

	<b>Highway Minimum Standard</b>	<b>Highway Minimum Duration</b>	<b>Transit</b>	<b>Pedestrian</b>	<b>Bicycle</b>
M1	LOS "D" peak direction	Average of two highest peak hours	60 minute headway	Sidewalk access to bus stop	Bike racks on buses
M2	LOS "E" peak direction	Average of two highest peak hours	30 minute headway	Sidewalk access to bus stop	Bike racks on buses Bike route/system

\*Does not supersede SIS LOS Standard as set by Rule 14-94, F.A.C.

- b. For roadways outside the multi-modal service area, the Town hereby adopts the following peak season/peak hour standards as the minimum level of service (LOS) standard:

<b>BASE HIGHWAY LEVEL OF SERVICE STANDARDS <sup>(1)</sup></b>	
<b>Facility Type</b>	<b>Level of Service</b>
Principal arterial roadways: SIS facilities Non-SIS facility	Subject to TE Policy 1.2 D
Minor arterial roadways	D
All other roadways	D

<sup>(1)</sup> LOS is measured for the peak hour/peak direction using the average of the two highest peak hours.

{9J-5.007(3)(e)1}

- c. The minimum level-of-service standard for roadways on the Strategic Intermodal System (SIS) and the Florida Intrastate Highway System (FIHS), shall be in accordance with the Statewide Minimum Level of Service Standards for the State Highway System published in Rule 14-94, F.A.C., or any rule variance issued by the Florida Department of Transportation.

**Public School Facilities:**

Consistent with the Interlocal Agreement for Public School Facilities, the uniform, district wide level of service standards are established as a

percent of permanent Florida Inventory of School Houses (FISH) capacity. The LOS standards are set as follows:

<b>TIERED LEVEL OF SERVICE STANDARDS</b>					
<b>School Facility Type</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>
	<del>2015-16</del> <u>2022-23</u>	<del>2016-17</del> <u>2023-24</u>	<del>2017-18</del> <u>2024-25</u>	<del>2018-19</del> <u>2025-26</u>	<del>2019-20</del> <u>2026-27</u>
Elementary	100%	100%	100%	100%	100%
Middle	100%	100%	100%	100%	100%
High School	100%	100%	100%	100%	100%

- a. Magnet and School of Choice:  
One hundred percent (100%) of enrollment quota as established by the School Board or court ordered agreements and as adjusted by the School Board annually.
- b. Other:  
K-8, 6<sup>th</sup> grade centers, 9<sup>th</sup> grade centers, 6-12 are at one hundred percent (100%) of permanent DOE FISH capacity
- c. Special Facilities:  
Including alternative education or special programmatic facilities are designed to serve the specific population on a countywide basis or for temporary need and are not zoned to any specific area. Therefore, they are not available or used for concurrency determinations.
- d. Conversion Charter Schools:  
The capacity is set during contract negotiations and the School Board has limited control over how many students the schools enroll.

**Policy 2.2:**

The Town of Dundee adopts by reference the ~~2015-2016~~ 2022-2023 through ~~2019-2020~~ 2026-2027, Five-Year Facilities Work Program. The Work Program is approved annually by the School Board, and includes school capacity sufficient to meet anticipated student demands projected by the County and municipalities and based on the adopted level of service standards for public schools. The 5-year schedule of improvements ensures the level of service standards for public schools are achieved and maintained within the 5-year period. Annual updates to the schedule shall ensure levels of service standards are achieved and maintained within each year of subsequent 5-year schedule of capital improvements. Annual updates by the School Board will be adopted by reference as the City annually updates its CIE and CIP.

**Policy 2.3:** At the time a development permit is issued, adequate facility capacity is available or will be available when needed to serve the development.

**Policy 2.4:** In order to ensure the Town meets levels of service standards, population projections will be updated yearly.

**Policy 2.5:** The Town of Dundee hereby adopts, by reference, the Polk County Transportation Planning Organization Transportation Improvement Plan, and the Florida Department of Transportation 5-Year Work Program, into the Town's Five-year Schedule of Capital Improvements.

**Policy 2.6:** The Town hereby incorporates its Ten-Year Water Supply Facilities Work Plan as a technical support document into this Element, as required following adoption of the Southwest Florida Water Management District (SWFWMD) Regional Water Supply Plan, adopted November 2015. The adopted Ten-Year Water Supply Facilities Work Plan and all future amendments thereto, represent an update to the Dundee Comprehensive Plan. In implementing this Policy, the Town shall annually assess the performance and effectiveness of its Ten-Year Water Supply Plan and update the status of project development and potential funding sources, consistent with the corresponding SWFWMD Regional Water Supply Plan and the policies of this Comprehensive Plan in order to maximize the use of existing facilities and provide for future needs.

**Policy 2.7:** The Town shall not allow exceptions for developments of de minimis impact.

**OBJECTIVE 3: COST SHARING FOR NEW DEVELOPMENT**

**REQUIRE FUTURE DEVELOPMENT TO ASSUME A PROPORTIONATE SHARE OF THE COST OF PROVIDING PUBLIC FACILITIES AND SERVICES TO SUPPORT SUCH DEVELOPMENT AT THE ADOPTED LEVEL OF SERVICE STANDARDS.**

**Policy 3.1:** Continue to implement an impact fee ordinance in order to assess new development a pro rata share of the costs required to provide public facilities and services to meet the adopted level of service standards.

**Policy 3.2:** The Town shall include in land development regulations a program for land dedication, payment-in-lieu-of dedication, or other form of exaction as a requirement of subdivision or land development for the purpose of retaining easements for utility and traffic circulation systems, and for meeting all adopted level of service standards.

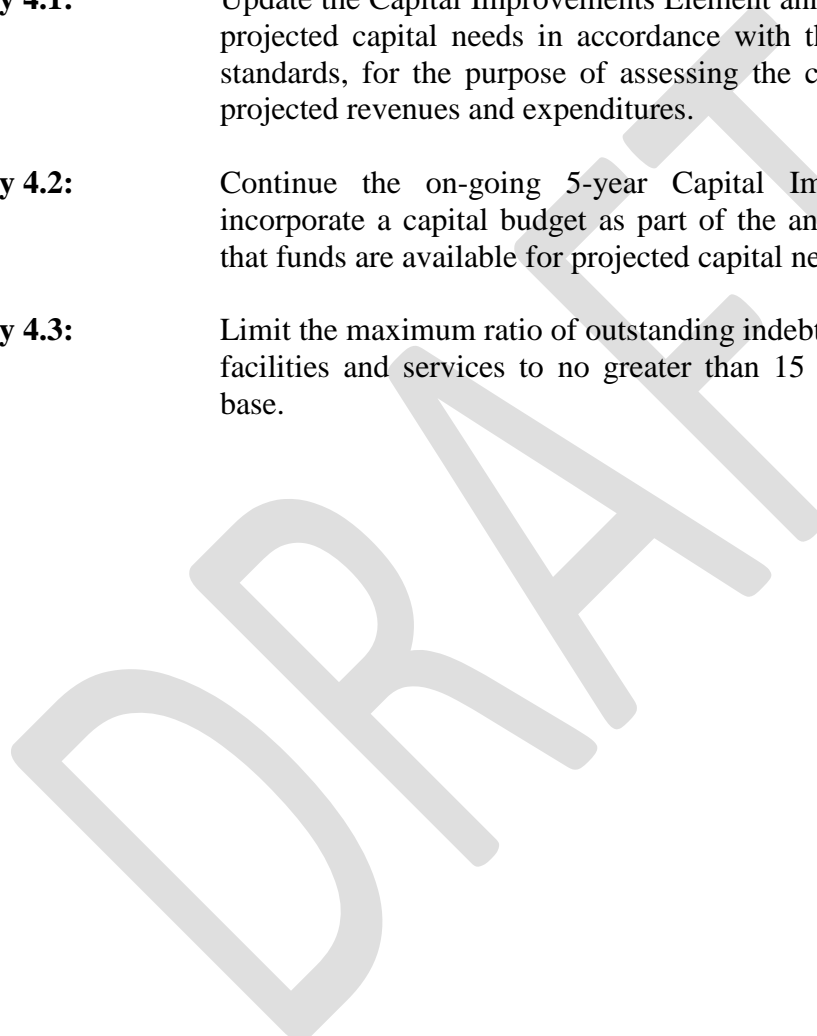
**OBJECTIVE 4: MANAGEMENT OF FISCAL RESOURCES**

**MANAGE FISCAL RESOURCES TO ENSURE THAT THE PUBLIC FACILITY AND SERVICE IMPROVEMENT NEEDS CREATED BY PREVIOUSLY ISSUED DEVELOPMENT ORDERS AND FUTURE DEVELOPMENT DOES NOT EXCEED THE ABILITY OF THE TOWN TO FINANCE, CONSTRUCT, OR INSTALL SUCH IMPROVEMENTS.**

**Policy 4.1:** Update the Capital Improvements Element annually to reflect existing and projected capital needs in accordance with the adopted level of service standards, for the purpose of assessing the costs of those needs against projected revenues and expenditures.

**Policy 4.2:** Continue the on-going 5-year Capital Improvements Program and incorporate a capital budget as part of the annual town budget to ensure that funds are available for projected capital needs.

**Policy 4.3:** Limit the maximum ratio of outstanding indebtedness for providing capital facilities and services to no greater than 15 percent of the property tax base.



ORDINANCE 23-xx

**AN ORDINANCE OF THE TOWN OF DUNDEE, FLORIDA, AMENDING THE DUNDEE COMPREHENSIVE PLAN AND THE UNIFIED LAND DEVELOPMENT CODE, AMENDING THE POTABLE WATER SUPPLY LEVEL OF SERVICE FROM 140 GPCD TO 115 GPCD, PROVIDING FOR TRANSMISSION TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR REVIEW AND COMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Dundee has determined the level of service for potable water should be amended from 140 gallons per capita per day (gpcd) to 115 gallons per capita per day; and

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

**WHEREAS**, pursuant to Section 163.3184, Florida Statutes, the Town Commission held public hearings on Ordinance No. 23-xx with due public notice having been 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 Commission has determined it necessary to adopt amendments to the Town’s Comprehensive Plan and the Unified Land Development Code, which are attached hereto as **Exhibit “A”** and 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

**WHEREAS**, in accordance with the procedures required by Sections 166.041 (3)(c)2, Florida Statutes, and other applicable law, the regulations contained within this ordinance were considered by the Town’s Planning and Zoning Board, sitting as the Local Planning Agency (LPA) as designated by the Town, at a duly advertised public meeting on February 16, 2023, at which time interested parties and citizens had the opportunity to be heard and such amendments were recommended to the Town Commission for adoption; and

**WHEREAS**, in accordance with the Expedited State Review procedures required by Section 163.3184(3), the Town of Dundee transmitted the proposed amendment and supporting data and analysis to the applicable review agencies.

**NOW, THEREFORE BE IT ENACTED BY THE PEOPLE OF THE TOWN OF DUNDEE, FLORIDA** that:

**Section 1.** The provisions set forth in the recitals to this Ordinance (whereas clauses) are hereby adopted by the Town Commission as the legislative findings and intent pertaining to this Ordinance.



**Section 2.** The Comprehensive Plan of the Town of Dundee and the Unified Land Development Code of the Town of Dundee are hereby amended as shown in **Exhibit "A"**, which is attached hereto and made a part hereof by reference (underlined words are added; stricken words are deleted).

**Section 3.** This Ordinance shall be codified in the Comprehensive Plan and the Unified Land Development Code of the Town of Dundee, Florida. A certified copy of this enacting ordinance shall be located in the Office of the Town Clerk of Dundee. The Town Clerk shall also make copies available to the public for a reasonable publication charge.

**Section 4.** If any provision of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such provision and such holding shall not affect the validity of any other provision, and to that end the provisions of this Ordinance are hereby declared severable.

**Section 5.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**Section 6.** The effective date of these amendments, if the amendments are not timely challenged, shall be 31 days after the State Land Planning Agency notifies the local government that the plan amendment package is complete. If timely challenged, the amendments shall become effective on the date the State Land Planning Agency or the Administration Commission enters a final order determining the adopted amendments to be in compliance. No development orders, development permits, or land uses dependent on these amendments may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Council, the amendments may nevertheless be made effective by adoption of a resolution affirming the effective status, a copy of which resolution shall be sent to the State Land Planning Agency.

**INTRODUCED AND PASSED** on First Reading this \_\_\_\_ day of \_\_\_\_\_, 2023.

**PASSED AND DULY ADOPTED**, on Second Reading with a quorum present and voting, by the Town Commission, this the \_\_\_\_ day of \_\_\_\_\_, 2023.

**TOWN OF DUNDEE, FLORIDA**

\_\_\_\_\_  
Mayor- Sam Pennant

ATTEST:

\_\_\_\_\_  
Town Clerk – Jenn Garcia

Approved as to form:

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Town Attorney - Frederick J. Murphy, Jr.

DRAFT

**ORDINANCE 23-xx  
EXHIBIT "A"**

**COMPREHENSIVE PLAN AMENDMENTS:**

**INFRASTRUCTURE ELEMENT**

**Policy 2.2.1:** The Town establishes the following future level of service standards for potable water use, storage, and minimum pressure, effective January 1 of the respective years, in accordance with the Southern Water Use Caution Area, as enacted by the Southwest Florida Water Management District Board of Directors:

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Average Daily Flow	105 gpcd average daily flow
Effluent quality	Meet or exceed EPA and DEP effluent standards
<b>POTABLE WATER</b>	
Flow Capacity:	

Average daily demand:	<del>140</del> 115 gpcd
Maximum daily demand:	1.5 times average daily demand
<b>SOLID WASTE</b>	
Level of Service:	8.0 lbs. per person per day
<b>DRAINAGE</b>	
Drainage	The following shall be the level of service standards for stormwater facilities: <ul style="list-style-type: none"> <li>a. Drainage Structures: Ability to handle 25-year, 24 hour storm event</li> <li>b. Stormwater Facilities: 25-year, 24 hour storm event at top of bank or berm</li> <li>c. Storm sewers: Capacity to handle a 25-year storm event</li> </ul>
<b>RECREATION</b>	
Level of Service:	4.5 acres per 1,000 population

**UNIFIED LAND DEVELOPMENT CODE AMENDMENT**

**6.01.06. Levels of service.**

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Facility	Level of Service
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DRAFT



**TOWN OF DUNDEE  
COMPREHENSIVE PLAN AMENDMENT  
STAFF REPORT**

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**TO:** Town of Dundee Planning and Zoning Board

**PREPARED BY:** Central Florida Regional Planning Council

**AGENDA DATE:** February 16, 2022

**REQUESTED ACTION:** Consider recommending approval of the 2022 Annual Update to the Comprehensive Plan’s Capital Improvement Element (CIE)

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**BACKGROUND:**

The Florida Statutes mandates that local governments should update and adopt the Capital Improvement Element (CIE) (including the CIE 5-Year Schedule of Improvements) after adoption of the Annual Budget and CIE. This update includes fiscal years 2021/2022 through 2025/2026. The 5-year Schedule of Capital Improvements consists of items identified in the Capital Improvement Program portion of the Town’s Operating Budget that implement specific objectives and policies contained in the Comprehensive Plan.

The CIE must be reviewed on an annual basis and modified as necessary in accordance with Section 163.3187 or Section 163.3185, Florida Statutes, in order to maintain a financially feasible 5-Year schedule of capital improvements. CIE amendments require only a single public hearing before the governing board which shall be an adoption hearing.

Adoption of the CIE is by ordinance. Exhibit “A” to the Ordinance contains the Capital Improvement Element Amendment and the updated 5-Year Capital Improvements Plan schedule of capital improvements.

**PROPOSED AMENDMENTS:**

The following amendments are proposed:

- Update the reference to the years for the Polk County School Board’s Five-Year Facilities Work Program

- Updating the Capital Improvements Schedule to reflect the Fiscal Year 2022/23 through 2026/27 and the current project needs.

Policy 2.1 reflects the change in Level of Service from 140 gpcd to 115 gpcd as amended through **Ordinance 23-xx**.

### **NEXT STEPS:**

The item will be forwarded to the Town Commission with the Planning and Zoning Board's recommendation for consideration. If the Town Commission votes to approve the amendment, the CFRPC will transmit this amendment on behalf of the Town to the Florida Department of Economic Opportunity.

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### **PUBLIC HEARING**

#### **MOTION OPTIONS:**

1. I move **recommending approval changes to the Town Commission** for the proposed amendments to the Capital Improvements.
  2. I move **recommending approval with changes to the Town Commission** for the proposed amendments to the Capital Improvements Element.
  3. I move continuation of this item until a date certain.
- 
- 

#### Attachments:

Proposed Language including CIP

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**ORDINANCE NO. 23-xx**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA, AMENDING THE 2030 COMPREHENSIVE PLAN OF THE TOWN OF DUNDEE, FLORIDA, SAID AMENDMENT BEING KNOWN AS "AMENDMENT 23-xx CIE"; SPECIFICALLY AMENDING THE ADOPTED CAPITAL IMPROVEMENTS ELEMENT AND UPDATING THE 5-YEAR CAPITAL IMPROVEMENTS PLAN; TRANSMITTING SAID AMENDMENT TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; MAKING FINDINGS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Sections 163.3161 through 163.3215, Florida Statutes, the Local Government Comprehensive Planning and Land Development Regulation Act, empowers and mandates the Town of Dundee, Florida, to plan for future development and growth and to adopt and amend comprehensive plans, or elements or portions thereof, to guide the future growth and development of the County; and

**WHEREAS**, pursuant to Section 163.3184, Florida Statutes, the Town Commission held meetings and hearings on **Amendment 23-xx CIE**, with due public notice having been 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 Commission has determined it necessary to adopt this **Amendment 23-xx CIE** to the Comprehensive Plan, which amendment is marked as Exhibit "A" and is attached and made a part hereof, to ensure that the Plan is in full compliance with the Laws of the State of Florida; to preserve and enhance present advantages; encourage



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the most appropriate use of 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 Dundee; and

**WHEREAS**, the Commission of the Town of Dundee, Florida, amends its Comprehensive Plan in the following specific manner:

Updating the Capital Improvements Element, including the annual update of the 5-Year Capital Improvements Plan (CIP).

**WHEREAS**, in accordance with the procedures required by Sections 166.041(3)(c)2, Florida Statutes, and other applicable law, the regulations contained within this Ordinance were considered by the Town's Planning and Zoning Board, sitting as the Local Planning Agency (LPA) as designated by the Town, at a duly advertised public meeting on February 16, 2023 at which time interested parties and citizens had the opportunity to be heard and such amendments were recommended to the Town Commission for adoption; and

**WHEREAS**, pursuant to Section 163.3177(3)(b), Florida Statutes, the amendments to the CIE are limited to updating the references to the facility work plans and are not subject to state review.

**NOW, THEREFORE BE IT ENACTED BY THE PEOPLE OF THE TOWN OF DUNDEE, FLORIDA:**

**Section 1. Recitals.**

The provisions set forth in the recitals to this Ordinance (whereas clauses) are hereby adopted by the Town Commission as the legislative findings and intent pertaining to this Ordinance.

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**Section 2. Amendment of Capital Improvements Element of the Comprehensive Plan.**

The Town of Dundee 2030 Comprehensive Plan (the “Comprehensive Plan”) is hereby amended to update the Capital Improvements Element, including the annual update of the 5-Year Capital Improvements Plan (CIP), as set forth in Exhibit “A” attached hereto and by reference made a part hereof.

**Section 3. Conflicts.**

All ordinances in conflict herewith are hereby repealed to the extent necessary to give this Ordinance full force and effect, provided however, that nothing herein shall be interpreted so as to repeal any existing ordinance or resolution relating to means of securing compliance with the Comprehensive Plan, unless such repeal is explicitly set forth herein.

**Section 4. Severability.**

If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Town of Dundee, Florida, hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

**Section 5. Codification and the Administrative Correction of Scrivener’s Errors.**

It is the intention of the Town Commission that the provisions of this Ordinance shall become and be made a part of the Comprehensive Plan of the Town of Dundee; and that sections of this Ordinance may be renumbered or relettered and the word "ordinance" may be changed to "chapter", "section", "article", or such other appropriate word or phrase in order to accomplish such

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intentions; and regardless of whether such inclusion in the Comprehensive Plan is accomplished, sections of this Ordinance may be renumbered or relettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the Town Manager or her/his designee, without need of public hearing, by filing a corrected or recodified copy of same with the Town Clerk A certified copy of this enacting ordinance and certified copy of the Town of Dundee Comprehensive Plan shall be located in the Office of the Town Clerk of Dundee. The Town Clerk shall also make copies available to the public for a reasonable publication charge..

**Section 6. Effective Date.**

This Ordinance shall become effective 31 days after its adoption if no timely challenge is filed. If timely challenged, this Ordinance shall become effective as provided in the applicable provisions of Chapter 163, Part II, Florida Statutes. No development orders, development permits, or land uses dependent upon this amendment, as described on the attached map of proposed land uses, may be issued or commenced before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

**INTRODUCED AND PASSED** on First Reading and transmittal public hearing of at the regular meeting of the Town Commission of the Town of Dundee held this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**PASSED AND DULY ADOPTED**, on Second Reading with a quorum present and voting, by the Town Commission of the Town of Dundee, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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**TOWN OF DUNDEE, FLORIDA**

\_\_\_\_\_  
MAYOR – Sam Pennant

ATTEST:

\_\_\_\_\_  
TOWN CLERK – Jenn Garcia

Approved as to form:

\_\_\_\_\_  
TOWN ATTORNEY – Frederick J. Murphy, Jr.

DRAFT

**ORDINANCE 23-xx  
EXHIBIT "A"**

**AMENDED  
CAPITAL IMPROVEMENTS ELEMENT INCLUDING UPDATED CIE**

**CAPITAL IMPROVEMENTS ELEMENT**

*Adopted October 26, 2010  
Update Adopted January 11, 2011  
Update Adopted February 23, 2016  
Update Adopted June 13, 2017  
Update Adopted*

**GOAL:** IT SHALL BE THE GOAL OF THE TOWN OF DUNDEE TO PROVIDE NECESSARY PUBLIC FACILITIES AND SERVICES FOR ALL EXISTING AND FUTURE DEVELOPMENT, AT ADOPTED LEVEL OF SERVICE STANDARDS, THROUGH A PROCESS THAT PERMITS DEVELOPMENT CONCURRENT WITH THE ABILITY OF THE TOWN TO PROVIDE SUCH FACILITIES AND SERVICES. [9J5-016(3)(A)]

**OBJECTIVE 1:** 5-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

PROVIDE IMPROVEMENTS TO PUBLIC FACILITIES AND SERVICES AS INDICATED IN THE 5-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS TO CORRECT EXISTING DEFICIENCIES, REPLACE OBSOLETE OR WORN-OUT FACILITIES, AND ACCOMMODATE THE NEEDS OF DESIRED FUTURE GROWTH. [9J5.016(3)(B)1]

**Policy 1.1:** Include in the 5-Year Schedule of Capital Improvements all projects and equipment identified as needed in other elements of this Comprehensive Plan that are relatively high in cost (\$10,000 or greater) and necessary to maintain the adopted level of service standards or correct existing deficiencies.

**Policy 1.2:** Evaluate and rank proposed capital improvement projects in order of priority according to the following guidelines:

1. Whether the project is needed to: correct an existing level of service deficiency, protect the health and safety, serve developments for which development orders were issued prior

to the adoption of the Comprehensive Plan, or fulfill a legal commitment of the town;

2. Whether the project is needed to: replace worn-out or obsolete facilities to maintain the adopted level of service standard, improve operating efficiency, reduce costs, serve developed areas lacking full service, or promote in-fill development;
3. Whether the project is needed to accommodate new growth in accordance with the Future Land Use Map at the adopted level of service standard;
4. Whether the project represents a logical extension of facilities and services within the town's service area; and
5. Whether the project is financially feasible within revenue and budget constraints. [9J-5.016(3)(c)1]

**Policy 1.3:** Capital improvements projects included in the 5-Year Schedule of Capital Improvements shall be consistent with the goals, objectives, and policies of the appropriate elements of the Comprehensive Plan, including and especially the Public Education Facilities Element. [9J-5.016(3)(c)9]

**Policy 1.4:** Provide, or require others to provide, needed capital expenditures for the replacement or renewal of obsolete or worn-out capital facilities to maintain the adopted level of service standards. [9J-5.016(3)(c)3]

**OBJECTIVE 2: CONCURRENCY AND CAPITAL IMPROVEMENTS**

**BASE LAND USE DECISIONS, INCLUDING DECISIONS REGARDING THE ISSUANCE OF DEVELOPMENT ORDERS AND PERMITS, ON THE DEVELOPMENT REQUIREMENTS INCLUDED IN THIS COMPREHENSIVE PLAN, THE LAND DEVELOPMENT REGULATIONS OF THE TOWN OF DUNDEE, AND THE AVAILABILITY OF PUBLIC FACILITIES AND SERVICES NECESSARY TO SUPPORT SUCH DEVELOPMENT AT THE ADOPTED LEVEL OF SERVICE STANDARDS.**

**Policy 2.1:** The following level of service standards, as established in other elements of the Comprehensive Plan and by the Polk County School Board are hereby adopted and shall be maintained for existing or previously permitted development and for new development or redevelopment in the Town or the Town's utility service areas:

<b>SANITARY SEWER</b>	
Flow Capacity	1.5 MGD
Average Daily Flow	105 gpcd average daily flow
Effluent quality	Meet or exceed EPA and DEP effluent standards
<b>POTABLE WATER</b>	
Flow Capacity:	
Average daily demand :	115 gpcd
Maximum daily demand:	1.5 times average daily demand
<b>SOLID WASTE</b>	
Level of Service:	8.0 lbs. per person per day
<b>DRAINAGE</b>	
Drainage	The following shall be the level of service standards for stormwater facilities:  <ul style="list-style-type: none"> <li>a. Drainage Structures: Ability to handle 25-year, 24 hour storm event</li> <li>b. Stormwater Facilities: 25-year, 24 hour storm event at top of bank or berm</li> <li>c. Storm sewers: Capacity to handle a 25-year storm event</li> </ul>
<b>RECREATION</b>	
Level of Service:	4.5 acres per 1,000 population

**Roads:**

- a. The Town of Dundee shall coordinate with the Polk Transportation Planning Organization (PTPO) and the Central Florida Regional Planning Council to adopt and apply multi-modal levels of service which shall be the minimum acceptable standards for State, County, and local roads within the Town Limits of Dundee. Said multi-modal LOS standards shall promote transit by lowering levels of service where transit is available. The Town hereby adopts multi-modal levels of service as set forth in the following tables.

	Highway Minimum Standard	Highway Minimum Duration	Transit	Pedestrian	Bicycle
M1	LOS "D" peak direction	Average of two highest peak hours	60 minute headway	Sidewalk access to bus stop	Bike racks on buses
M2	LOS "E" peak direction	Average of two highest peak hours	30 minute headway	Sidewalk access to bus stop	Bike racks on buses Bike route/system

\*Does not supersede SIS LOS Standard as set by Rule 14-94, F.A.C.

- b. For roadways outside the multi-modal service area, the Town hereby adopts the following peak season/peak hour standards as the minimum level of service (LOS) standard:

BASE HIGHWAY LEVEL OF SERVICE STANDARDS <sup>(1)</sup>	
Facility Type	Level of Service
Principal arterial roadways: SIS facilities Non-SIS facility	Subject to TE Policy 1.2 D
Minor arterial roadways	D
All other roadways	D
<sup>(1)</sup> LOS is measured for the peak hour/peak direction using the average of the two highest peak hours.	

[9J-5.007(3)(c)1]

- c. The minimum level-of-service standard for roadways on the Strategic Intermodal System (SIS) and the Florida Intrastate Highway System (FIHS), shall be in accordance with the Statewide Minimum Level of Service Standards for the State Highway System published in Rule 14-94, F.A.C., or any rule variance issued by the Florida Department of Transportation.



**Public School Facilities:**

Consistent with the Interlocal Agreement for Public School Facilities, the uniform, district wide level of service standards are established as a percent of permanent Florida Inventory of School Houses (FISH) capacity. The LOS standards are set as follows:

<b>TIERED LEVEL OF SERVICE STANDARDS</b>					
<b>School Facility Type</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>
	<del>2015-16</del> <u>2022-23</u>	<del>2016-17</del> <u>2023-24</u>	<del>2017-18</del> <u>2024-25</u>	<del>2018-19</del> <u>2025-26</u>	<del>2019-20</del> <u>2026-27</u>
Elementary	100%	100%	100%	100%	100%
Middle	100%	100%	100%	100%	100%
High School	100%	100%	100%	100%	100%

- a. Magnet and School of Choice:  
One hundred percent (100%) of enrollment quota as established by the School Board or court ordered agreements and as adjusted by the School Board annually.
- b. Other:  
K-8, 6<sup>th</sup> grade centers, 9<sup>th</sup> grade centers, 6-12 are at one hundred percent (100%) of permanent DOE FISH capacity
- c. Special Facilities:  
Including alternative education or special programmatic facilities are designed to serve the specific population on a countywide basis or for temporary need and are not zoned to any specific area. Therefore, they are not available or used for concurrency determinations.
- d. Conversion Charter Schools:  
The capacity is set during contract negotiations and the School Board has limited control over how many students the schools enroll.

**Policy 2.2:** The Town of Dundee adopts by reference the ~~2015-2016~~ 2022-2023 through ~~2019-2020~~ 2026-2027, Five-Year Facilities Work Program. The Work Program is approved annually by the School Board, and includes school capacity sufficient to meet anticipated student demands projected by the County and municipalities and based on

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the adopted level of service standards for public schools. The 5-year schedule of improvements ensures the level of service standards for public schools are achieved and maintained within the 5-year period. Annual updates to the schedule shall ensure levels of service standards are achieved and maintained within each year of subsequent 5-year schedule of capital improvements. Annual updates by the School Board will be adopted by reference as the City annually updates its CIE and CIP.

- Policy 2.3:** At the time a development permit is issued, adequate facility capacity is available or will be available when needed to serve the development. [9J-5.016(3)(c)6]
- Policy 2.4:** In order to ensure the Town meets levels of service standards, population projections will be updated yearly.
- Policy 2.5:** The Town of Dundee hereby adopts, by reference, the Polk County Transportation Planning Organization Transportation Improvement Plan, and the Florida Department of Transportation 5-Year Work Program, into the Town's Five-year Schedule of Capital Improvements.
- Policy 2.6:** The Town hereby incorporates its Ten-Year Water Supply Facilities Work Plan as a technical support document into this Element, as required following adoption of the Southwest Florida Water Management District (SWFWMD) Regional Water Supply Plan, adopted November 2015. The adopted Ten-Year Water Supply Facilities Work Plan and all future amendments thereto, represent an update to the Dundee Comprehensive Plan. In implementing this Policy, the Town shall annually assess the performance and effectiveness of its Ten-Year Water Supply Plan and update the status of project development and potential funding sources, consistent with the corresponding SWFWMD Regional Water Supply Plan and the policies of this Comprehensive Plan in order to maximize the use of existing facilities and provide for future needs.
- Policy 2.7:** The Town shall not allow exceptions for developments of de minimis impact.

**OBJECTIVE 3: COST SHARING FOR NEW DEVELOPMENT**

**REQUIRE FUTURE DEVELOPMENT TO ASSUME A PROPORTIONATE SHARE OF THE COST OF PROVIDING PUBLIC FACILITIES AND**

**SERVICES TO SUPPORT SUCH DEVELOPMENT AT THE ADOPTED LEVEL OF SERVICE STANDARDS. [9J-5.016(3)(B)4]**

**Policy 3.1:** Continue to implement an impact fee ordinance in order to assess new development a pro rata share of the costs required to provide public facilities and services to meet the adopted level of service standards. [9J-5.016(3)(c)8]

**Policy 3.2:** The Town shall include in land development regulations a program for land dedication, payment-in-lieu-of dedication, or other form of exaction as a requirement of subdivision or land development for the purpose of retaining easements for utility and traffic circulation systems, and for meeting all adopted level of service standards. -[9J-5.016(3)(c)8]

**OBJECTIVE 4: MANAGEMENT OF FISCAL RESOURCES**

**MANAGE FISCAL RESOURCES TO ENSURE THAT THE PUBLIC FACILITY AND SERVICE IMPROVEMENT NEEDS CREATED BY PREVIOUSLY ISSUED DEVELOPMENT ORDERS AND FUTURE DEVELOPMENT DOES NOT EXCEED THE ABILITY OF THE TOWN TO FINANCE, CONSTRUCT, OR INSTALL SUCH IMPROVEMENTS. [9J-5.016(3)(B)5]**

**Policy 4.1:** Update the Capital Improvements Element annually to reflect existing and projected capital needs in accordance with the adopted level of service standards, for the purpose of assessing the costs of those needs against projected revenues and expenditures.

**Policy 4.2:** Continue the on-going 5-year Capital Improvements Program and incorporate a capital budget as part of the annual town budget to ensure that funds are available for projected capital needs. [9J-5.016(3)(c)7]

**Policy 4.3:** Limit the maximum ratio of outstanding indebtedness for providing capital facilities and services to no greater than 15 percent of the property tax base. [9J-5.016(3)(c)2]

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2023-2027 CIP (10-11-22)									
1			Total						Comments
2		Funding	2022-2027	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	
NO	Description	Sources	CIP	Budget	Budget	Budget	Budget	Budget	
	<b>Water - Facilities</b>								
1	WP #1 (Riner) Replace/Repairs to Structure; New Operations Building w/Electrical, Instrumentation & Controls, Restrooms, 250,000 gallon ground storage tank and design and engineering	Grant/SRF	\$ 950,000	\$ 950,000					Riner Water Plant was built in . Major upgrades are necessary to the building , electrical, chlorine tank and SCADA monitoring system. There are no bathrooms- for staff.
2	WP #1 - WH Water Supply Connection @ Water Plant #1 (Riner)	Impact Fees	\$ 458,000	\$ 458,000					WH Connection to RinerPlant Ground Storage Tank
3	WP #2 - Backup Alarm System (Hickory) & Upgrades	Revenues	\$ 25,000	\$ 25,000					WP has been off line - no back up alarms to alert staff
4	WP #2 - Chlorine Pump, Skid and Electronics for Well (Hickory)	Revenues	\$ 15,000	\$ 15,000					Separating 2 wells (600&1200) on same Chlorine Pump
5	PRWC Engineering & Design for Brackish Water Supply & Ground Storage Tank at Hickory Walk Water Plant	Impact Fees	\$ 500,000		\$ 500,000				Preliminary/final designs, permitting, evaluation of facility, blending, storage, pumping equipment, chemical, electrical and controls upgrades
6	WP #2 - PRWC Alternative Water Supply (Brackish), 1MG Ground Storage Tank (GST), Electrical w/Building, Instrumentation & Controls, Flow Meter Station, Above Ground Injection Station to be included as PRWC Plant Upgrades)	Impact Fees	\$ 5,269,000			\$ 3,000,000	\$ 2,269,000		PRWC Project Construction (750,000 Tank, High Service Pumps, Chlorine, Electrical Switch gear,VFD, Auto Transfer Switch, plant modifications, and generator)
7	WP #2 -Adding/Updates to Instrumentation & Controls and Programing Software	Revenues	\$ 40,000	\$ 40,000					Software and Licensing Renewal
8	WP#1 & WP#2 Ground Storage Tank Internal Corrosion Repairs and Internal Pipe Replacement	Revenues	\$ 780,000	\$ 780,000					After GST regulatory inspection, Town required to rehabilitate the internal piping, etc. of the storage tank due to excessive corrosion
9	PRWC Annual Capital Payments	Revenues	\$ 1,260,626	\$ 1,062	\$ 108,352	\$ 305,880	\$ 308,018	\$ 537,314	Assumes interest only WIFIA (2032) and line of credit (2027), FDEP debt start in 2025
10	WP #1 & WP #2 addition of Mixers to Ground Storage Tanks (WP#1 & WP#2)	Grant/SRF	\$ 350,000			\$ 175,000	\$ 175,000		Mixers to keep water mixing in the tank.
11	Hickory Walk Secondary Recirculation Pump- Filtration System TTHM	Impact Fees	\$ 350,000		\$ 175,000	\$ 175,000			Recommendation by UCF study
	<b>Total Water - Facilities</b>		\$ 9,997,626	\$ 2,269,062	\$ 783,352	\$ 3,655,880	\$ 2,752,018	\$ 537,314	Sub-Total Facilities
	<b>Water Distribution - Infrastructure</b>								
12	Water Line Replacement Town-Wide 2" (See List)	SRF - Debt	\$ 3,775,000	\$ 300,000	\$ 775,000	\$ 900,000	\$ 900,000	\$ 900,000	3" Streets/Alleys/Asbestos = 21,071 feet or 3.99 miles
13	Water Main Extensions (N. Scenic Highway from Mabel Loop to Stalnaker)	Impact Fees	\$ 850,000			\$ 350,000	\$ 500,000		7,192 linear feet
14	Water Line Looping (East of Lake Marie & NW of Dundee Ridge Middle School)	SRF - Debt	\$ 690,000	\$ 365,000	\$ 325,000				5,060 linear feet
15	Meter Change out to AMI Meters (Turn On/Off program, gated, dogs)	Revenues	\$ 175,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	Purchases about 87 meters each year
16	16 " Water Line (Mabel Loop Road)	Impact Fees	\$ 900,000				\$ 400,000	\$ 500,000	5,364 linear feet
	<b>Total Water - Infrastructure</b>		\$ 6,390,000	\$ 700,000	\$ 1,135,000	\$ 1,285,000	\$ 1,835,000	\$ 1,435,000	Sub-Total - Infrastructure
	<b>Water Plant - Miscellaneous</b>								
17	Update Water Master Plan	Revenues	\$ 80,000	\$ 80,000					Verify water system weaknesses, needs, expansions,
18	WP #1 and WP #2 Software and SCADA Systems Renewals/Adds/Upgrades	Revenues	\$ 85,000	\$ -	\$ 85,000				Renewals and upgrades of operating software

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19	Maintenance/Repair/Replace variable speed Pumps at Water Plant #1	SRF - Debt	\$ 300,000		\$ 150,000		\$ 150,000		Investment in assets with continued maintenance
20	Maintenance/Repair/Replace variable speed Pumps at Water Plant #2	SRF - Debt	\$ 400,000			\$ 200,000		\$ 200,000	Investment in assets with continued maintenance
21	Replace Aerator Trays @ WTP #1 & WTP #2	SRF - Debt	\$ 200,000	\$ -	\$ 100,000		\$ 100,000		Investment in assets with continued maintenance
22	Rehabilitate Wells # 3,4,6,7,8	SRF - Debt	\$ 300,000		\$ 100,000		\$ 100,000	\$ 100,000	Investment in assets with continued maintenance
23	WP #1 and WP #2 Water Tank Inspections (Every 3 Years)	Revenues	\$ 7,000		\$ -	\$ 7,000			WP#1/WP#2 ground storage tanks be inspected in 3 yr.
24	Transitional Wells/Modify Consumptive Use Permit (CUP)	Impact Fees	\$ 50,000	\$ 50,000					Accumulation of specified number gallon-modify
25	New Well for Transitional Water Supply Management (DID1- new location)	Impact Fees	\$ 550,000			\$ 300,000	\$ 250,000		SFWM requested closure of Well 1 in two years.
26	2000 LF of Water Lines to Serve New Customers	Impact Fees	\$ 250,000	\$ 250,000					New Lines to serve new customers quickly
	<b>Total Water - Miscellaneous</b>		\$ 2,222,000	\$ 380,000	\$ 435,000	\$ 507,000	\$ 600,000	\$ 300,000	<b>Sub-Total - Miscellaneous</b>
<b>Total Water Projects (for Plants )</b>			\$ 18,609,626	\$ 3,349,062	\$ 2,353,352	\$ 5,447,880	\$ 5,187,018	\$ 2,272,314	<b>Total Water Projects (for Plants )</b>
NO	Description	Funding Sources	Total 2022-2027 CIP	2022-2023 Budget	2023-2024 Budget	2024-2025 Budget	2025-2026 Budget	2026-2027 Budget	Comments
27	Update Wastewater Master Plan	Revenues	\$ 100,000	\$ 100,000					Identify system bottlenecks with modeling, flows, info
28	Storage Building	Revenues	\$ 35,000		\$ 35,000				Storage Area for various items.
29	Roof Over Chlorine Contact Chamber	Revenues	\$ 15,000	\$ 15,000					Shading installed over chambers to save chlorine evap
30	Instrumentation & Controls/New Scada Alarms Upgrades WWTP	Revenues	\$ 35,000	\$ 35,000					Addition of Scada monitoring system and alarms.
31	Headworks Expansion	Impact Fees	\$ 600,000		\$ -	\$ -	\$ 300,000	\$ 300,000	New growth expansion
32	Wastewater Filters Expansion	Impact Fees	\$ 500,000					\$ 500,000	New growth expansion
33	Expansion New Clarifier/Rebab Existing Tank for Backup	Impact Fees	\$ 800,000		\$ -	\$ -	\$ -	\$ 800,000	New growth expansion
34	Sludge Design & Improvements	Impact Fees	\$ 500,000		\$ -	\$ -	\$ -	\$ 500,000	New growth expansion
35	Wastewater Tank Coatings	Revenues	\$ 25,000	\$ 25,000					Investment in existing asset to increase Useful Life
36	Implement Pre-Treatment/Fats Oils & Grease Program (FOG) Study	Revenues	\$ 25,000	\$ 25,000					Implement a FOG program to fats remove from lines
	<b>Total Wastewater - Infrastructure</b>		\$ 2,635,000	\$ 200,000	\$ 35,000	\$ -	\$ 300,000	\$ 2,100,000	<b>Sub-Total - Infrastructure</b>
<b>Wastewater - Miscellaneous</b>									
37	Septic Tank Elimination Project - Construction of New Sanitary Sewer Lines	Grant - SRF	\$ 2,600,000		\$ 800,000	\$ 500,000	\$ 800,000	\$ 500,000	Replacement of septic tanks with town sewer system
38	Asset Management Software Program (Water & Wastewater)	Revenues	\$ 60,000	\$ 60,000					HB 53 state law that requires completion of a 20-year needs analysis by WW service providers.
39	Waste/Cutter/Sludge Pumps (6" Pumps and 6" lines) for WW Tank Maintenance	Revenues	\$ 8,000	\$ 8,000					Pump that cuts and still pumps to take tankage offline
40	Larger Crane & Truck	Revenues	\$ 160,000		\$ 160,000				Larger crane to reach areas at WWTP
	<b>Total Wastewater - Miscellaneous</b>		\$ 2,828,000	\$ 68,000	\$ 960,000	\$ 500,000	\$ 800,000	\$ 500,000	<b>Sub-Total - Miscellaneous</b>
<b>Total Wastewater Projects (Dept )</b>			\$ 5,463,000	\$ 268,000	\$ 995,000	\$ 500,000	\$ 1,100,000	\$ 2,600,000	<b>Total</b>

ORDINANCE 23-**xx**  
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<b>Utilities Maintenance - Infrastructure</b>									
41	Pole Barn for Equipment and Pipe	Revenues	\$ 35,000	\$ -	\$ 35,000	\$ -		Park Vac Truck under as hoses and sensors in heat--	
42	Manhole Rehabilitation Program	Revenues	\$ 175,000		\$ 35,000	\$ 40,000	\$ 50,000	\$ 50,000	SB 53 requires submittal 20 year system needs analysis
43	Implement I/I Sewer Study	Revenues	\$ 70,000		\$ 70,000				Need for FDEP for future and condition of lines
44	Sewer Lines - New/Expansion	Impact Fees	\$ 1,200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 300,000	\$ 300,000	Sewer line new and extensions
45	Sewer Lines - Replacement	SRF - Debt	\$ 900,000	\$ 100,000	\$ 100,000	\$ 200,000	\$ 200,000	\$ 300,000	See List*
46	Lighting at Lift Stations	Revenues	\$ 7,500	\$ 7,500					Lighting for security, safety and nighttime repairs
47	Future Reclaimed Water Program Study (SWFWMD)	Revenues	\$ 35,000	\$ 35,000					SWFWMD requesting study/report for RCW for future
48	HL Smith Lift Station Filtration System THM	Revenues	\$ 60,000	\$ 60,000					Regulation Issue
49	Lift Stations - Control Panels/Replace Pumps/Maintenance	SRF - Debt	\$ 1,247,500	\$ 360,000	\$ 350,000	\$ 200,000	\$ 137,500	\$ 200,000	See List*
50	<b>Total Utilities Maintenance - Infrastructure</b>		\$ 3,730,000	\$ 762,500	\$ 790,000	\$ 640,000	\$ 687,500	\$ 850,000	<b>Sub-Total - Infrastructure</b>
<b>Utilities Maintenance - Machinery and Equipment</b>									
51	Generators - New & Replacements (See Lists for Liftstations)	SRF - Debt	\$ 1,200,000	\$ 230,000	\$ 230,000	\$ 290,000	\$ 315,000	\$ 135,000	See List - 9 liftstations do not have generators, 1 generator is non operational
52	Larger Crane & Truck	Revenues	\$ 160,000		\$ 160,000				Larger Lift could be used for repairs at the WWTP
<b>Total Utilities Maintenance - Machinery and Equipment</b>			\$ 1,360,000	\$ 230,000	\$ 390,000	\$ 290,000	\$ 315,000	\$ 135,000	<b>See List*</b>
<b>Total Utilities Maintenance Projects (Dept 53-6)</b>			\$ 5,090,000	\$ 992,500	\$ 1,180,000	\$ 930,000	\$ 1,002,500	\$ 985,000	<b>Total Utilities Maintenance Projects (Dept 53-6)</b>
<b>Total Utilities CIP</b>			\$ 29,162,626	\$ 4,609,562	\$ 4,528,352	\$ 6,877,880	\$ 7,289,518	\$ 5,857,314	
			<b>FY 2023-2027</b>	<b>FY 2022-23</b>					
Grant/SRF			\$ 3,900,000	\$ 950,000					
Impact Fees			\$ 12,777,000	\$ 958,000					
Revenues			\$ 3,473,126	\$ 1,346,562					
SRF - Debt			\$ 9,012,500	\$ 1,355,000					
<b>Total Funds</b>			\$ 29,162,626	\$ 4,609,562					