



# PLANNING AND ZONING BOARD MEETING AGENDA

August 15, 2024 at 5:30 PM

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

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

---

---

## 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. MINUTES

1. May 16, 2024 P&Z Meeting
2. June 20, 2024 P&Z Meeting

## PUBLIC HEARINGS

## DISCUSSION ITEMS

### 2. DISCUSSION ITEMS, MORATORIUM FOR DEVELOPMENT

- A. Historical Background and FAQs
- B. Draft Ordinance from Legal

## 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 a 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, ext. 258, within 2 working days of your receipt of this meeting notification. If you are hearing or voice impaired, call 1-800-955-8771.



## **PLANNING AND ZONING BOARD MEETING MINUTES**

**May 16, 2024 at 5:30 PM**

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

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

---

---

**CALL TO ORDER** by Chair Gunter at 5:31 P.M.

**PLEDGE OF ALLEGIANCE** led by Chair Gunter

**ROLL CALL** given by Administrative Assistant Glogowski

**PRESENT**

Jeff Gunter

Annette Wilson

Drecontextel Robinson

David Joubert

**ABSENT**

Jill Kitto

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

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

Public speaking instructions given by Assistant Town Attorney Claytor.

**APPROVAL OF MINUTES**

**1. February 15, 2024, P&Z Minutes**

**MOTION TO APPROVE** the minutes from the February 15, 2024, Planning and Zoning meeting made by Gunter, Seconded by Robinson. Passed unanimously.

Voting Yea: Gunter, Wilson, Robinson, Joubert

**PUBLIC HEARINGS**

**2. DISCUSSION ITEMS – VARIANCES, FUTURE LAND USE MAP AMENDMENTS, ZONING, SPECIAL EXCEPTIONS AND SPECIAL APPROVALS.**

Town Planner Peterson and Assistant Town Attorney Claytor gave the presentation and provided education and information on the above items. Discussion ensued between the Board Members and Town Planner Peterson and Assistant Attorney Claytor.

**REPORTS FROM OFFICERS NoneADJOURNMENT at 6:37PM**

Respectfully Submitted,

Trevor Douthat

Trevor Douthat, Town Clerk

APPROVAL DATE: \_\_\_\_\_

DRAFT



## PLANNING AND ZONING BOARD MEETING MINUTES

June 20, 2024 at 5:30 PM

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

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

---

---

**CALL TO ORDER** by Chair Gunter at 5:33PM

**PLEDGE OF ALLEGIANCE** led by Chair Gunter

**ROLL CALL** given by Town Clerk Douthat

Jeff Gunter  
Annette Wilson  
Drecextel Robinson  
David Joubert

**ABSENT**

Jill Kitto

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

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

Chair Gunter opened the floor for public comment. Seeing no public come forth, the floor was closed.

**PUBLIC HEARINGS**

**1. DISCUSSION ITEM - 205 RIDGEWOOD AVE. SPECIAL EXCEPTION**

**Development Director Peterson** gave the analysis.

**Assistant Town Attorney Claytor** asked if a consistency analysis was performed as related to the comprehensive plan, if the findings were consistent with the comprehensive plan and compatible with the land development code and regulations. Development Director Peterson answered both inquiries in the affirmative.

Chair Gunter opened the floor for comments from the public.

John Bandon, Wood and Associates Engineering, asked about the “duration” condition and stood for questions.

Chair Gunter asked if the structures would be single story.

Seeing no further public come forth, the floor was closed.

***MOTION TO RECOMMEND APPROVAL of the special exception for 205 Ridgewood Avenue with conditions presented by staff made by Gunter, Seconded by Robinson. Passed unanimously.***  
*Voting Yea: Joubert, Wilson, Gunter, Robinson*

## **2. DISCUSSION ITEM - CYPRESS CREEK VILLAGE MHP FUTURE LAND USE MAP AMENDMENT**

**Development Director Peterson** gave the analysis.

**Assistant Town Attorney Claytor** asked, as the Floodplain Administrator pursuant to Section 5.01.03.01 of the Land Development Code, if the requested change(s) to the FLUM are a consistent with the goals, policies and objectives of the comprehensive plan and compatible with the applicable provision(s) of the land development code related to development in floodprone areas. Development Director Peterson answered the inquiries in the affirmative.

Chair Gunter opened the floor for comments from the public.

Dennis Lester, 380 Cypress Circle, asked about the entrance(s) to phase 5.

Seeing no further public come forth, the floor was closed.

***MOTION TO RECOMMEND APPROVAL to the Town Commission of the future land use application for Cypress Creek Mobile Home Park made by Gunter, Seconded by Wilson. Passed unanimously.***  
*Voting Yea: Joubert, Wilson, Gunter, Robinson*

## **3. DISCUSSION ITEM - CYPRESS CREEK VILLAGE MHP ZONING MAP AMENDMENT**

Development Director Peterson gave the analysis.

Chair Gunter opened the floor for public comment. Seeing no public come forth, the floor was closed

***MOTION TO RECOMMEND APPROVAL to the Town Commission of the zoning application for Cypress Creek Mobile Home Park phase 5 made by Gunter, Seconded by Wilson. Passed unanimously.***  
*Voting Yea: Joubert, Wilson, Gunter, Robinson*

Assistant Town Attorney requested a five minute recess.

Recessed at 6:25 PM

Called back to order at 6:32 PM

**4. DISCUSSION ITEM - BOULEVARD TIRE FUTURE LAND USE MAP AMENDMENT**

Development Director Peterson gave the analysis.

Chair Gunter opened the floor for public comment. Seeing no public come forth, the floor was closed

***MOTION TO RECOMMEND APPROVAL to the Town Commission of the future land use application for Boulevard Tire made by Gunter, Seconded by Joubert. Passed unanimously. Voting Yea: Joubert, Wilson, Gunter, Robinson***

**5. DISCUSSION ITEM - BOULEVARD TIRE ZONING MAP AMENDMENT**

Development Director Peterson gave the analysis.

Chair Gunter opened the floor for public comment. Seeing no public come forth, the floor was closed

***MOTION TO RECOMMEND APPROVAL to the Town Commission of the zoning map amendment application for Boulevard Tire made by Gunter, Seconded by Wilson. Passed unanimously. Voting Yea: Joubert, Wilson, Gunter, Robinson***

**ADJOURNMENT at 6:47PM**

**Respectfully Submitted,**

*Trevor Douthat*

Trevor Douthat, Town Clerk

**APPROVAL DATE: \_\_\_\_\_**



# TOWN COMMISSION MEETING

August 15, 2024

---





# What is a moratorium?

---





A temporary suspension, halt, stop, freeze, pause, .....of a particular activity.

## TIME OUT!

What is a development moratorium?

Typically, a development moratorium is an action that suspends the processing, construction, approval, of new construction projects but can be tailored to each situation. It is imposed by local governments or courts.

## SOME THINGS TO CONSIDER

- How long will the moratorium last?
- How will the moratorium affect current projects?
- Will the moratorium apply to commercial projects?
- When will the moratorium go into effect?
- What type of application will be affected?
  - Text & Map Amendments
  - Rezoning
  - Annexations
  - Site Development Plan
  - Special Exceptions
  - Special Approvals
  - Subdivisions Plans



# DEVELOPMENT INFORMATION FOR THE TOWN OF DUNDEE

There are currently 28  
projects on file

- ✓ 20 Subdivision projects
- ✓ 8 Commercial projects





# SUBDIVISION INFORMATION

How many units: **5,702**

The majority of the units will be traditional single- family homes, but there are some multi-family, townhomes and apartments included in this number.



# WHAT DOES THIS MEAN FOR THE TOWNS WATER SUPPLY?

---

20 SUBDIVISIONS=

**1,899,363 GPD IN POTABLE WATER**

**1,020,292 GPD IN SEWER**

**Water Use Permit (WUP) 20005893.013**  
*Annual Average and Peak Month Daily Compliance Evaluation*  
*Through April 2024*

Item 3.

Month/Year	Monthly Pumpage	Annual Average Daily (AAD) Compliance				Peak Month Daily (PMD) Compliance			
		Annual Average Daily Pumpage	Permitted AAD	Difference Between Actual and Permitted AAD		Peak Month Daily Pumpage	Permitted PMD	Difference Between Actual and Permitted PMD	
		GPD	GPD	GPD	Percent	GPD	GPD	GPD	Percent
June-23	21,943,000	770,285	917,500	-147,215	-16.05%	731,433	1,202,000	-470,567	-39.15%
July-23	25,748,000	777,430	917,500	-140,070	-15.27%	830,581	1,202,000	-371,419	-30.90%
August-23	25,276,000	785,584	917,500	-131,916	-14.38%	815,355	1,202,000	-386,645	-32.17%
September-23	21,355,000	791,060	917,500	-126,440	-13.78%	711,833	1,202,000	-490,167	-40.78%
October-23	23,750,000	789,740	917,500	-127,760	-13.92%	766,129	1,202,000	-435,871	-36.26%
November-23	25,465,000	799,858	917,500	-117,642	-12.82%	848,833	1,202,000	-353,167	-29.38%
December-23	23,614,000	804,241	917,500	-113,259	-12.34%	761,742	1,202,000	-440,258	-36.63%
January-24	21,459,000	801,556	917,500	-115,944	-12.64%	692,226	1,202,000	-509,774	-42.41%
February-24	21,976,000	801,455	917,500	-116,045	-12.65%	757,793	1,202,000	-444,207	-36.96%
March-24	25,225,000	795,636	917,500	-121,864	-13.28%	813,710	1,202,000	-388,290	-32.30%
April-24	28,542,000	797,888	917,500	-119,612	-13.04%	951,400	1,202,000	-250,600	-20.85%
May-24	34,266,000	818,134	917,500	-99,366	-10.83%	1,105,355	1,202,000	-96,645	-8.04%

Green = In Compliance

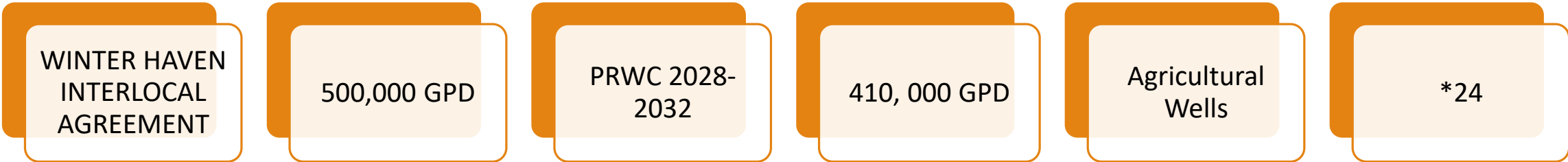
Red = Overpumpage

Note:

Annual Average Daily Pumpage Calculation: Moving 12-Month Average = Summation of 12 Months of Pumpage Divided by 365 days

Peak Month Daily Pumpage Calculation: Monthly Pumpage Divided Number of Days in the Month

# WATER SOURCES







# TOWN COMMISSION MEETING

August 15, 2024

---