

## **PLANNING AND ZONING BOARD MEETING AGENDA**

**January 15, 2026 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)*

### **PUBLIC HEARINGS**

#### **1. DISCUSSION & ACTION WAWA ZONING MAP AMENDMENT**

#### **2. DISCUSSION & ACTION WAWA SPECIAL EXCEPTION**

### **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.*

# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA ZONING MAP AMENDMENT

 <p style="text-align: center;"><b>PROPOSED PARCELS FOR ZONING CHANGE (13)</b></p>	<p><b>To:</b> Planning and Zoning Board</p> <p><b>Agenda Date:</b> December 18, 2025</p> <p><b>Department:</b> Planning and Zoning</p> <p><b>Discussion Topic:</b> Zoning Map Amendment change from General Retail Commercial (CC) to Highway Commercial (CH)</p> <p><b>Applicant:</b> Matthew Dundee, LLC</p> <p><b>Property Owners:</b> Cynthia C Payne &amp; Payne 27 LLC</p> <p><b>Planning &amp; Zoning Board Recommendation:</b> Pending Hearing</p> <p><b>Town Commission 1<sup>st</sup> Hearing:</b> Pending Hearing</p> <p><b>Town Commission 2<sup>nd</sup> Hearing:</b> Pending Hearing</p> <p><b>DEO Comments:</b> N/A</p> <p><b>Prepared By:</b> Lorraine Peterson, Development Director</p>
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#### BACKGROUND AND SITE LOCATION

The Applicant, Matthew Dundee Investments, LLC is requesting an amendment to the Zoning Map for property located in the Town of Dundee. The current Zoning is General Retail Commercial (CC), the proposed zoning is Highway Commercial (CH) on 2.86 +/- acres.

The proposed site is located at the northeast corner of Highway 27 and Dundee Road on 2.86 +/- acres in the Town of Dundee in Section 29, Township 28, Range 27, further described as parcels:

272829-848000-001430, 272829-848000-001060, 272829-848000-001082,  
 272829-848000-001080, 272829-848000-001102, 272829-848000-001101,  
 272829-848000-001121, 272829-848000-001122, 272829-848000-001142,  
 272829-848000-001141, 272829-848000-001371, 272829-848000-001372,  
 272829-848000-001390

# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA ZONING MAP AMENDMENT

#### **FUTURE LAND USE MAP**

##### **Policy 2.8: Commercial**

The primary function of the Commercial classification is to accommodate shopping needs of residents living in and near the town. Permitted uses include retail stores, shopping centers, offices, services, financial institutions, hotels, motels, and restaurants. Residential uses may be permitted with proper buffering, including single-family houses, duplexes, apartments, and condominiums up to 9.99 dwelling units per acre. A maximum of 35% of the total acreage allocated to the Commercial Future Land Use Category may include residential uses. Floor area ratios for commercial structures shall not exceed 2.0.

#### **PROPOSED ZONING MAP AMENDMENT**

##### **2.02.02.10. CH Highway Commercial**

- (A) *FLUM designation:* Commercial of Downtown Transitional
- (B) *Purpose:* The purpose of the CH highway commercial zoning district shall be to locate and establish areas within the Town of Dundee which are deemed suited for the development and maintenance of business and commercial activities highly dependent upon immediate access to major highways; to designate those uses and services deemed appropriate for location and development within said zoning district; and to establish such development standards and provisions as are necessary to ensure proper development and functioning of uses within the district.
- (C) *Permitted principal uses and structures:* The uses and structures marked as "P" in the Table of Land Uses are permitted. The following information is further clarification to some of the uses specified as "P" in the Table of Uses:
  - (1) Any use listed as being permitted with a CC zoning district;
  - (2) Minor Automotive sales and/or repair, provided that all repair activity is conducted wholly within an enclosed building;
  - (3) Engine sales and service, provided that all service is conducted entirely within an enclosed building.
- (D) *Accessory uses:* As set forth in section 2.01.02.
- (E) *Special exception uses:* The uses and structures marked as "S" in the Table of Land Uses may be permitted only following the review and specific approval thereof by the planning and zoning board and town commission.
- (F) *Minimum lot requirements:* None, provided that any lot shall be of adequate size and proportions to meet all applicable requirements of this ordinance.
- (G) *Maximum building coverage:* 50 percent.

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# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA ZONING MAP AMENDMENT

- (H) *Maximum building height:* 35 feet.
- (I) *Minimum floor area:* Not applicable in this district.
- (J) *Minimum yard requirements:*
  - (1) *Front yard:* 25 feet.
  - (2) *Side yard:* A combined total of 25 feet for both side yards, and a minimum width of ten feet for one yard.
  - (3) *Rear yard:* 25 feet.
  - (4) *Buffering:* Where applicable, buffering shall be provided in accordance with the provisions of section 2.03.00.
- (K) *Other requirements:*

*Offstreet parking and service requirements:* As set forth in section 3.03.00.

#### **ANALYSIS**

This section of the staff report includes data on the surrounding uses, infrastructure conditions, environmental conditions, and related Comprehensive Plan policies and Land Development Code regulations.

#### **SURROUNDING USES**

**Table 1: Surrounding Uses**

<b>Northwest</b> Bar & Vacant Land FLU-Commercial Zoning-CH	<b>North</b> Dundee Commercial & Residential FLU-Comm. & MDR Zoning-CH & RTF	<b>Northeast</b> Dundee Residential FLU-MDR Zoning-RTF
<b>West</b> Dundee Auto Sales FLU-Commercial Zoning-CH	<b>Subject Site</b> Medical Clinic/ Vacant Land Current FLU-Commercial Current Zoning- CC Proposed Zoning-CH	<b>East</b> Dundee Commercial FLU-Commercial Zoning-CC
<b>Southwest</b> Dundee Gas Station FLU-Commercial Zoning-CH	<b>South</b> Dundee Hardee's & Grease Monkey FLUM-Commercial Zoning-CH	<b>Southeast</b> Dundee Ridge Community Church FLU-Commercial Zoning-CH

*Sources: Polk County Property Appraiser, Polk County Geographical Information System, and site visit by staff*

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# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA ZONING MAP AMENDMENT

#### Potable Water and Sanitary Sewer

This site is currently served by the Town of Dundee's potable water system and sanitary sewer is provided by the current business sceptic system but there is a 8" force main located on Lemon

#### Solid Waste

Dundee transfers solid waste collected in the Town to the Polk County Landfill. As the operators of the landfill, the County plans for capacity for all municipalities in the county, as well as unincorporated areas. Polk County determined that there is sufficient landfill space for the county, including Dundee, to dispose of household garbage for approximately 65 years.

#### Roads

Access to the proposed site will be off Lemon Ave, and Dundee Road and a traffic impact study is currently being reviewed by FDOT and the Town.

#### Recreation

The Town currently meets the level of service requirement of 4.5 acres per 1,000 residents as established in the Comprehensive Plan. The applicant will be required to provide recreational opportunities per the Land Development Code. The dedication of land for park and recreation services is 0.0116 acres/dwelling unit. The Town Commission may approve a dedication of land, a fee paid in lieu of dedication, or a combination of the two. The Town Commission makes this determination at time of concept plan.

#### Environmental Impacts

According to the Fish and Wildlife Service (FWS), the sand skink (endangered species) is endemic to the sandy ridges of central Florida, occurring in Highlands, Lake, Marion, Orange, Osceola, Polk, and Putnam counties. The proposed site is in an area identified as potential habitat for the Gopher Tortoises, Sand Skinks and threatened species, if the proposed project continues through to site development plan or subdivision review approval stages, specific environmental studies will be completed, and requirements will be addressed at that time.

#### School Impacts

The current and proposed zoning land use does not pose any impact of the public school system. However, any development will have to address school concurrency issues and any necessary mitigation at the time of site plan approval.

**TOWN OF DUNDEE  
PLANNING AND ZONING BOARD  
WAWA ZONING MAP AMENDMENT**

**CONSISTENCY WITH THE COMPREHENSIVE PLAN**

The following Town of Dundee Comprehensive Plan policies are relevant to the proposed request. The policy is provided with an analysis of how the request may or may not be consistent with the Town's Comprehensive Plan. The request is consistent with the Comprehensive Plan.

**Table 2: Consistency with the Comprehensive Plan**

<b>Comprehensive Plan Policy</b>	<b>Analysis</b>
<p><b>FLU Policy 5.1:</b> Direct higher densities and intensity of use to areas where public facilities and services are available or are projected to be available. Limit the density and intensity of use in areas where public facilities and services are not available.</p>	<p>Potable water is currently provided by the TOD, and sceptic currently serves as the wastewater but there is an 8" force main on the south side of Lemon Ave.</p>
<p><b>FLU Policy 5.2:</b> Ensure that development orders or permits for future development and redevelopment are issued only if the public facilities and services necessary to meet the adopted level of service standards are available concurrent with the impacts of the development as established within all Elements of the Town of Dundee Comprehensive Plan, including the level of service standards listed within the following Elements:</p> <ol style="list-style-type: none"> <li>1. Infrastructure Element</li> <li>2. Transportation Element</li> <li>3. Capital Improvements Element</li> <li>4. Public School Facilities Element</li> </ol>	<p>The proposed impacts of the potential Zoning map amendment can be facilitated. There is currently a Medical Clinic on the proposed site the has potable water provided by the Town of Dundee and there is an 8" force main on the southside of Lemon Ave.</p>
<p><b>FLU Policy 6.1:</b> Locate Future Land Uses at densities and intensities that will reduce greenhouse gas emissions while encouraging energy efficiency and will discourage urban sprawl and leap-frog development that unduly depletes the physical, social, and fiscal resources of the Town.</p>	<p>The property is located near an existing development.</p>

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<b>FLU Policy 6.2:</b> Promote compact urban growth through the location of public facility expansions contiguous to existing development areas	The proposed site currently has a commercial business on it and therefore represents a very efficient pattern of growth.
<b>CIE Policy 2.3:</b> At the time a development permit is issued, adequate facility capacity is available or will be available when needed to serve the development.	Adequate public facilities will be available at the time of site plan approval to keep the levels of service in all areas.
<b>PSFE Policy 2.4.1:</b> Final subdivision and site plan approvals for residential development shall be conditioned upon the availability of adequate school capacity as per the adopted level of service standards (LOS) of this element and as required by Section 163.3180(13) F.S.	The current and proposed use is commercial and does not pose any impact on the public school system.

**DEVELOPMENT REVIEW COMMITTEE**

As required by Section 7.02.03.01 (c) of the LDC, DRC members have reviewed the Zoning Map Amendment for Hunter Engineering, LLC with specific regard to the codes and ordinances of the Town of Dundee and have given their approval.

DRC Team:

TOD Fire Chief- Chief Joseph Carbon

TOD Public Works Director-Johnathan Vice

TOD Utilities Director-Tracy Mercer

TOD Utilities Supervisor- Raymond Morales

TOD Development Services Director-Lorraine Peterson

TOD Consulting Engineering Firm- Rayl Engineering and Surveying, LLC

TOD Consulting Attorney- Seth Claytor of Boswell & Dunlap, LLP

**TOWN OF DUNDEE  
PLANNING AND ZONING BOARD  
WAWA ZONING MAP AMENDMENT**

**MOTION OPTIONS:**

1. I move the Planning & Zoning Board **recommend approval to Town Commission** of the request by Matthew Dundee Investments, LLC to amend the Zoning Map for property located in the Town of Dundee from General Retail Commercial (CC) to Highway Commercial on 2.86+/- acres of land. The subject property is located at the northeast corner of Hwy. 27 & Dundee Rd, further described as parcels:

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2. I move the Planning & Zoning Board **recommend approval with changes to Town Commission** of the request by Matthew Dundee Investments, LLC to amend the Zoning Map for property located in the Town of Dundee from General Retail Commercial (CC) to Highway Commercial on 2.86+/- acres of land. The subject property is located at the northeast corner of Hwy. 27 & Dundee Rd, further described as parcels:

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3. I move the Planning & Zoning **recommend denial to Town Commission** of the request by Matthew Dundee Investments, LLC to amend the Zoning Map for property located in the Town of Dundee from General Retail Commercial (CC) to Highway Commercial on 2.86+/- acres of land. The subject property is located at the northeast corner of Hwy. 27 & Dundee Rd, further described as parcels:

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Item 1.

**TOWN OF DUNDEE**  
**PLANNING AND ZONING BOARD**  
**WAWA ZONING MAP AMENDMENT**

Attachments: Legal Descriptions

Location Map

Aerial Map

Existing Zoning Map

Proposed Map

Item 1.

# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA ZONING MAP AMENDMENT

27282984800001060 SCENIC HEIGHTS PB 22 PG 21 LOTS 106 & S PT OF CLOSED ST W OF  
SAME & 107 & LOT 159 LESS HWY

27282984800001430 SCENIC HEIGHTS PB 22 PG 21 LOTS 143 THRU 146 & PT OF CLOSED  
ST W OF LOT 146 LESS RD R/W PER OR 10026-429 THRU 435

27282984800001082 SCENIC HEIGHTS PB 22 PG 21 LOT 108 W1/2

27282984800001080 SCENIC HEIGHTS PB 22 PG 21 LOTS 108 E1/2 & 109

27282984800001102 SCENIC HEIGHTS PB 22 PG 21 LOT 110 N1/2 & N1/2 OF 111

27282984800001101 SCENIC HEIGHTS PB 22 PG 21 LOTS 110 S1/2 & S1/2 OF 111

27282984800001390 SCENIC HEIGHTS PB 22 PG 21 LOTS 139 THRU 142 LESS RD R/W PER OR 10026-429 THRU 435

27282984800001121 SCENIC HEIGHTS PB 22 PG 21 LOT 112 N 50 FT & N 50 FT OF 113

27282984800001122 SCENIC HEIGHTS PB 22 PG 21 LOTS 112 LESS N 50 FT & 113 LESS N 50 FT

27282984800001142 SCENIC HEIGHTS PB 22 PG 21 LOTS 114 LESS S 50 FT & 115 LESS S 50 FT

27282984800001141 SCENIC HEIGHTS PB 22 PG 21 LOT 114 S 50 FT & S 50 FT OF LOT 115

27282984800001371 SCENIC HEIGHTS PB 22 PG 21 LOT 137 N 60 FT & N 60 FT OF 138

27282984800001372 SCENIC HEIGHTS PB 22 PG 21 LOTS 137 S 75 FT LESS RD R/W & S 75 FT OF 138 LESS RD R/W & LESS  
ADDNL RD R/W PER OR 10026-338 THRU 347

Item 1.

# TOWN OF DUNDEE PLANNING AND ZONING BOARD WAWA ZONING MAP AMENDMENT LEGAL DESCRIPTION



## LOCATION MAP

Item 1.

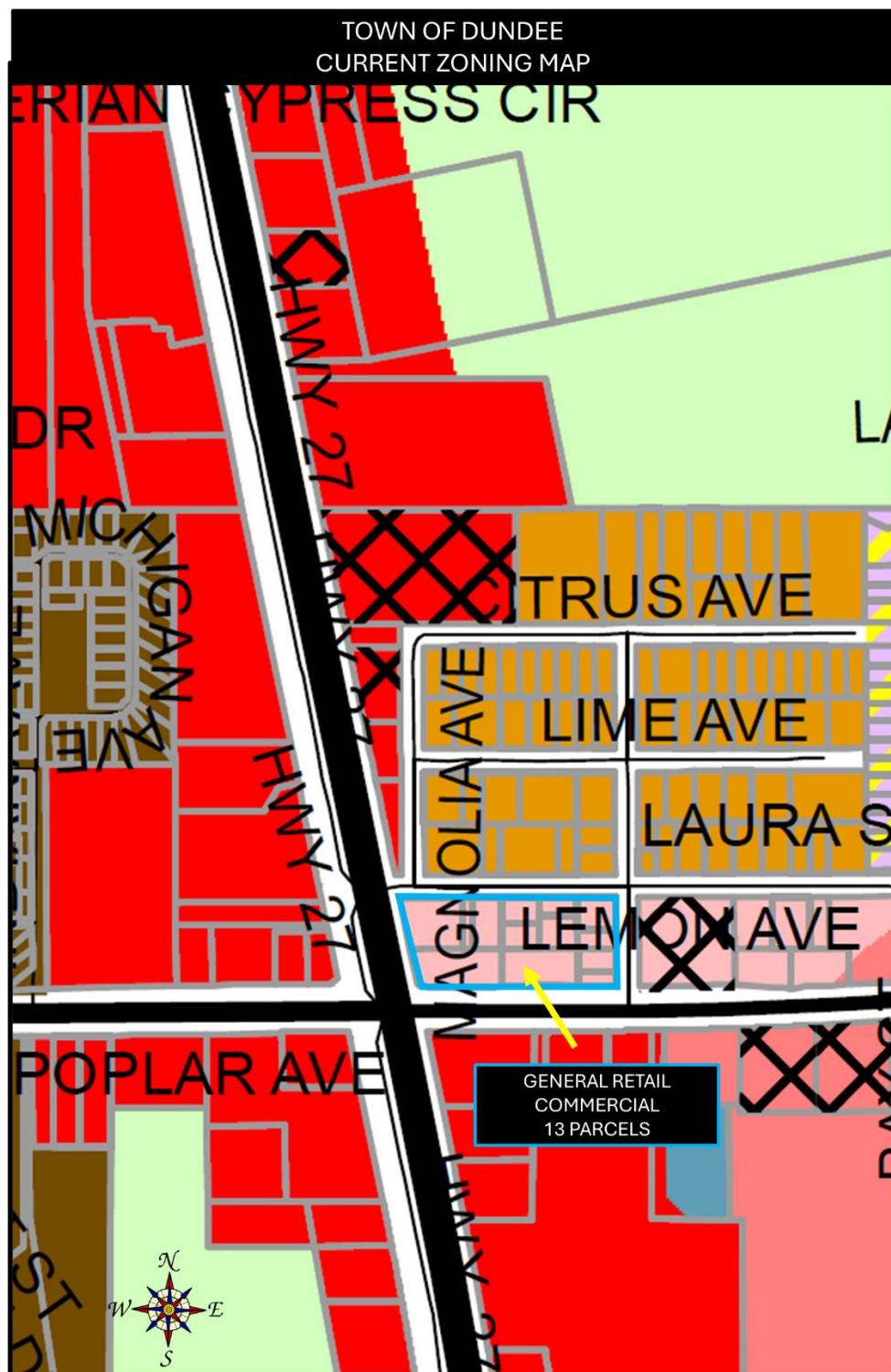
# TOWN OF DUNDEE PLANNING AND ZONING BOARD WAWA ZONING MAP AMENDMENT



## AERIAL MAP

TOWN OF DUNDEE  
PLANNING AND ZONING BOARD  
WAWA ZONING MAP AMENDMENT

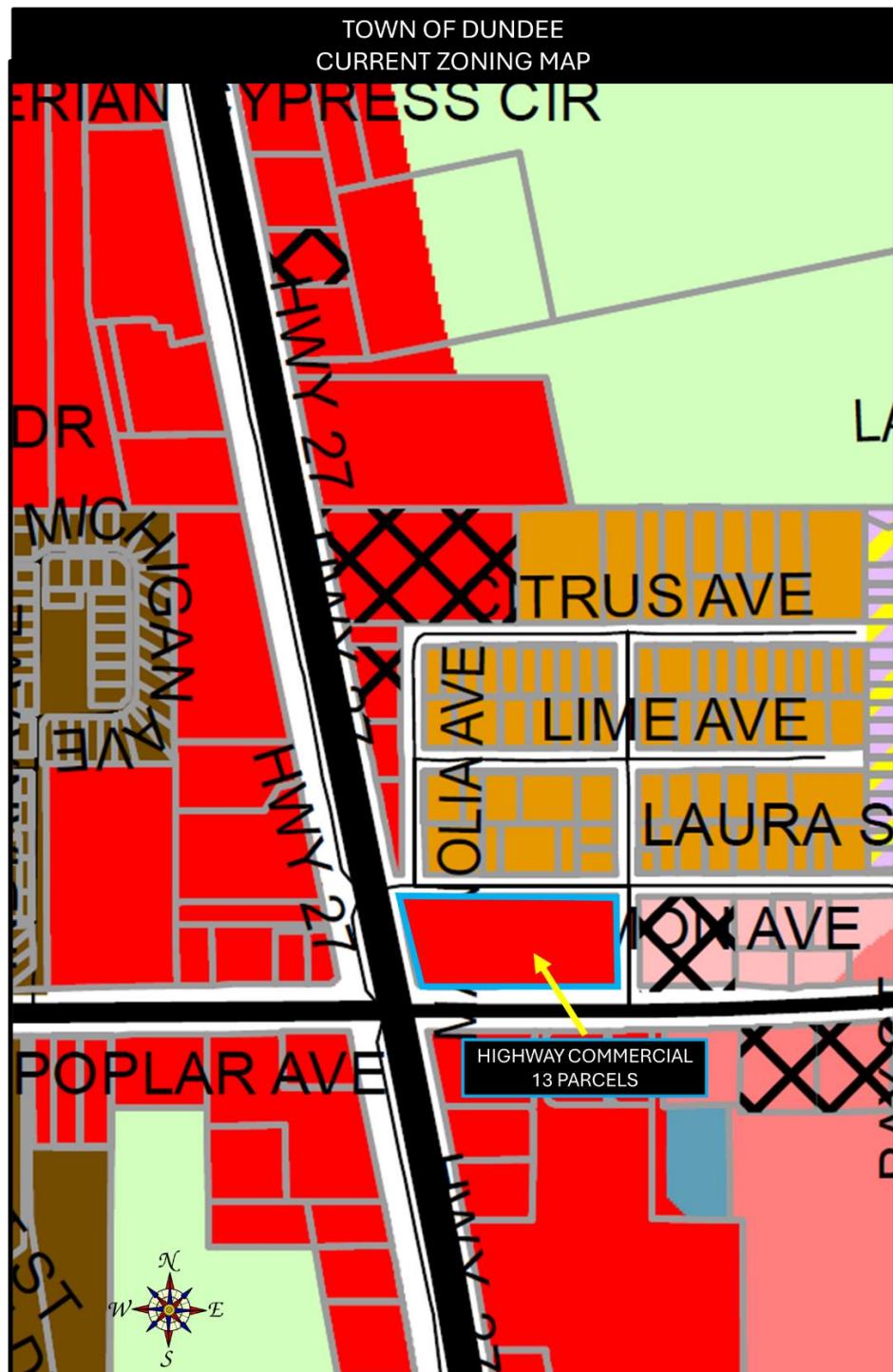
Item 1.



CURRENT ZONING MAP

TOWN OF DUNDEE  
PLANNING AND ZONING BOARD  
WAWA ZONING MAP AMENDMENT

Item 1.



PROPOSED ZONING MAP



## Meeting Agenda Coversheet

<b>MEETING DATE:</b>	January 15, 2026			<b>Submitted By:</b> Lorraine Peterson- Planning & Zoning	
<b>SUBJECT:</b> <i>This will be the name of the Item as it will appear on the Agenda</i>	Wawa- Special Exception for Business Directional Sign				
<b>STAFF RECOMMENDATION:</b> (MOTION READY)	State the motion here: A motion to recommend approval to Town Commission of the request by Matthew Development Investments, LLC for a Special Exception for Business Directional Signs for property located in the Town of Dundee on 2.86 +/- acres of land zoned Commercial Highway.				
<b>SUMMARY and/or JUSTIFICATION:</b>	This item was introduced by Matthew Development Investments, LLC. The applicant is seeking a Special Exception for Business Directional Signs as stated in section 4.05.00 of the Land Development Code (LDC). Matthew Development Investments, LLC has submitted a complete application on August 30, 2024. The Development Review Committee has reviewed the Special Exception application and has approved it according to section 7.04.00 of the LDC. The recommendation of approval of this application will ensure compliance with the Town of Dundee's Land Development Code.  This will produce an increase in the Town's tax base by way of adding two new commercial businesses.				
<b>SELECT, if applicable</b>	<b>AGREEMENT:</b>	<b>BUDGET:</b>			
	<b>STAFF REPORT:</b> attached	<b>PROCLAMATION:</b>			
	<b>EXHIBIT(S):</b>	<b>OTHER:</b>			
<b>IDENTIFY EACH ATTACHMENT.</b> <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>					
<b>SELECT, if applicable</b>	<b>RESOLUTION:</b> Resolution 26-02	<b>ORDINANCE:</b>			
<b>IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE</b> <i>(If Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank.)</i>	The full title of the Ordinance or Resolution is placed here.				
<b>FISCAL IMPACT (if any):</b>	There is not a fiscal impact on the Town.			\$0.00	



# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA SPECIAL EXCEPTION

	<b>To:</b> Planning and Zoning Board
	<b>Agenda Date:</b> January 15, 2026
	<b>Department:</b> Planning and Zoning
	<b>Discussion Topic:</b> Special Exception for Business Directional Sign
	<b>Applicant:</b> Matthew Development
	<b>Property Owners:</b> Cynthia C Payne, Payne 27 LLC, & Payne Norman III & Cynthia C Revocable Trust
	<b>Planning &amp; Zoning Board Recommendation:</b> Pending Hearing
	<b>Town Commission 1<sup>st</sup> Hearing:</b> Pending Hearing
	<b>Town Commission 2<sup>nd</sup> Hearing:</b> N/A
<b>DEO Comments:</b> N/A	
<b>Prepared By:</b> Lorraine Peterson, Development Director	
	

#### **REQUEST AND SITE LOCATION:**

The Applicant, Matthew Dundee Investments LLC, is requesting a Special Exception for property located in the Town of Dundee. The applicant current Zoning is General Retail Commercial (CC), the proposed zoning is Highway Commercial (CH) on 2.86 +/- acres.

The proposed site is located at the northeast corner of Highway 27 and Dundee Road on 2.86 +/- acres in the Town of Dundee in Section 29, Township 28, Range 27, further described as parcels:

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 272829-848000-001390

# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA SPECIAL EXCEPTION

#### **BUSINESS DIRECTIONAL SIGNS**

#### **SECTION 4.05.00**

Business directional signs may be authorized in all districts as a special exception subject to the following requirements:

1. Signs shall face and be located on property fronting U.S. 27.
2. Signs shall be limited to 30 square feet in size and 15 feet in height.
3. Signs shall be set back no less than 15 feet from all property lines.
4. No business directional sign shall be located within 500 feet of another business directional sign or billboard on the same side of the road.
5. Signs shall not contain changeable copy or advertise businesses or activities which are discontinued or not located in the Town of Dundee.

#### **SPECIAL EXCEPTION INFORMATION:**

#### **DEVELOPMENT:**

According to the Land Development Regulations, the development and use of the site of an approved special exception must be in accordance with the approved site plan and application materials. The approved site plan shall be filed with the development director, and all development shall be in compliance with that plan.

#### **CONDITIONS:**

The Planning and Zoning Board may recommend, and the Town Commission may impose any conditions or safety measures found to be necessary to ensure the compatibility of the special exception with surrounding properties or the community in general. These may include, but are not limited to, requiring restrictions on hours of operation and size of buildings, additional landscape and buffer areas, limiting vehicular access points and location of off-street parking, and similar conditions. Violation of any such condition or safeguard shall be deemed a violation of the Land Development Regulations and may result in a revocation of any special exception, in addition to any other remedy for such violations provided in the Regulations.

# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA SPECIAL EXCEPTION

#### **EXPIRATION:**

Once approved, a special exception can continue indefinitely unless it expires. The Land Development Regulations include provisions for the expiration of a special exception. The special exception approval will expire if one of the following conditions is met:

1. If a special exception does not begin to serve the purpose for which it was granted permission within 180 days from the date of approval.
2. If a time limit is established as a condition of approval.
3. If the approved use is abandoned for 180 days or more.

#### **DENIAL:**

The Planning and Zoning Board may recommend denial of any application for any special exception, and the Town Commission may deny any application for special exception, for one or more of the following reasons:

1. It is inconsistent with the Town of Dundee comprehensive plan.
2. It would violate the concurrency management standards in article 6 of the LDRs.
3. It does not meet the requirements of the applicable special exception regulations.
4. It would endanger the public's health and safety.
5. It would substantially injure the value of adjoining properties.
6. It would not be compatible with the area in which it is to be located.

# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA SPECIAL EXCEPTION

#### **ANALYSIS**

This section of the staff report includes data on the surrounding uses, infrastructure conditions, environmental conditions, and related Comprehensive Plan policies and Land Development Code regulations.

#### **SURROUNDING USES**

**Table 1: Surrounding Uses**

<b>Northwest</b> Bar & Vacant Land FLU-Commercial Zoning-CH	<b>North</b> Dundee Commercial & Residential FLU-Comm. & MDR Zoning-CH & RTF	<b>Northeast</b> Dundee Residential FLU-MDR Zoning-RTF
<b>West</b> Dundee Auto Sales FLU-Commercial Zoning-CH	<b>Subject Site</b> Current Use: Medical Clinic/ Vacant Land Current FLU-Commercial Current Zoning- CC Proposed Zoning-CH Proposed Use: Wawa Gas Station & Big Dan's Car Wash	<b>East</b> Dundee Commercial FLU-Commercial Zoning-CC
<b>Southwest</b> Dundee Gas Station FLU-Commercial Zoning-CH	<b>South</b> Dundee Hardee's & Grease Monkey FLUM-Commercial Zoning-CH	<b>Southeast</b> Dundee Ridge Community Church FLU-Commercial Zoning-CH

*Sources: Polk County Property Appraiser; Polk County Geographical Information System, and site visit by staff*

# TOWN OF DUNDEE

## PLANNING AND ZONING BOARD

### WAWA SPECIAL EXCEPTION

#### **POTABLE WATER & SANITARY SEWER**

This site is currently served by the Town of Dundee's potable water system, and will tie into the Town's sanitary sewer system, there is an 8" force main located on Lemon Avenue.

#### **SOLID WASTE**

Dundee transfers solid waste collected in the Town to the Polk County Landfill. As the operators of the landfill, the County plans for capacity for all municipalities in the county, as well as unincorporated areas. Polk County determined that there is sufficient landfill space for the county, including Dundee, to dispose of household garbage for approximately 65 years.

#### **ROADS**

Access to the proposed site will be off Lemon Ave, and Dundee Road and a traffic impact study is currently being reviewed by FDOT and the Town.

#### **RECREATION**

The Town currently meets the level of service requirement of 4.5 acres per 1,000 residents as established in the Comprehensive Plan. The applicant will be required to provide recreational opportunities per the Land Development Code. The dedication of land for park and recreation services is 0.0116 acres/dwelling unit. The Town Commission may approve a dedication of land, a fee paid in lieu of dedication, or a combination of the two. The Town Commission makes this determination at time of concept plan.

#### **ENVIRONMENTAL IMPACTS**

According to the Fish and Wildlife Service (FWS), the sand skink (endangered species) is endemic to the sandy ridges of central Florida, occurring in Highlands, Lake, Marion, Orange, Osceola, Polk, and Putnam counties. The proposed site is in an area identified as potential habitat for the Gopher Tortoises, Sand Skinks and threatened species, if the proposed project continues through to site development plan or subdivision review approval stages, specific environmental studies will be completed, and requirements will be addressed at that time.

#### **SCHOOL IMPACTS**

The proposed use does not pose any impact to the public school system. However, any development will have to address school concurrency issues and any necessary mitigation at the time of site plan approval.

**TOWN OF DUNDEE**  
**PLANNING AND ZONING BOARD**  
**WAWA SPECIAL EXCEPTION**

**CONSISTENCY WITH THE COMPREHENSIVE PLAN**

The following Town of Dundee Comprehensive Plan policies are relevant to the proposed request. The policy is provided with an analysis of how the request may or may not be consistent with the Town's Comprehensive Plan. The request is consistent with the Comprehensive Plan.

**Table 2: Consistency with the Comprehensive Plan**

<b>Comprehensive Plan Policy</b>	<b>Analysis</b>
<b>FLU Policy 5.1:</b> Direct higher densities and intensity of use to areas where public facilities and services are available or are projected to be available. Limit the density and intensity of use in areas where public facilities and services are not available.	Portable water is currently provided by the TOD, and sceptic currently serves as the wastewater but there is an 8" force main on the south side of Lemon Ave.
<b>FLU Policy 5.2:</b> Ensure that development orders or permits for future development and redevelopment are issued only if the public facilities and services necessary to meet the adopted level of service standards are available concurrent with the impacts of the development as established within all Elements of the Town of Dundee Comprehensive Plan, including the level of service standards listed within the following Elements: 1. Infrastructure Element 2. Transportation Element 3. Capital Improvements Element 4. Public School Facilities Element	The proposed impacts of the potential Zoning map amendment can be facilitated. There is currently a Medical Clinic on the proposed site the has potable water provided by the Town of Dundee and there is an 8" force main on the southside of Lemon Ave.
<b>FLU Policy 6.1:</b> Locate Future Land Uses at densities and intensities that will reduce greenhouse gas emissions while encouraging energy efficiency and will discourage urban sprawl and leap-frog development that unduly depletes the physical, social, and fiscal resources of the Town.	The property is located near an existing development.

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<b>FLU Policy 6.2:</b> Promote compact urban growth through the location of public facility expansions contiguous to existing development areas	The proposed site currently has a commercial business on it and therefore represents a very efficient pattern of growth.
<b>CIE Policy 2.3:</b> At the time a development permit is issued, adequate facility capacity is available or will be available when needed to serve the development.	Adequate public facilities will be available at the time of site plan approval to keep the levels of service in all areas.
<b>PSFE Policy 2.4.1:</b> Final subdivision and site plan approvals for residential development shall be conditioned upon the availability of adequate school capacity as per the adopted level of service standards (LOS) of this element and as required by Section 163.3180(13) F.S.	The current and proposed use is commercial and does not pose any impact on the public school system.

**DEVELOPMENT REVIEW COMMITTEE**

As required by Section 7.02.03.01 (c) of the LDC, DRC members have reviewed the Special Exception submitted by Matthew Development, LLC with specific regard to the codes and ordinances of the Town of Dundee and have given their approval.

DRC Team:

TOD Fire Chief- Chief Joseph Carbon

TOD Public Works Director-Johnathan Vice

TOD Utilities Director-Tracy Mercer

TOD Utilities Supervisor- Raymond Morales

TOD Development Services Director-Lorraine Peterson

TOD Consulting Engineering Firm- Rayl Engineering and Surveying, LLC

TOD Consulting Attorney- Seth Claytor of Boswell & Dunlap, LLP

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**MOTION OPTIONS:**

1. I move the Planning & Zoning Board **recommend approval to Town Commission** of the request by Matthew Development Investments, LLC for a Special Exception for Directional Signs for property located in the Town of Dundee on 2.86+/- acres of land zoned Commercial Highway. The subject property is located at the northeast corner of Hwy. 27 & Dundee Rd, further described as parcels:

272829-848000-001430, 272829-848000-001060, 272829-848000-001082, 272829-848000001080, 272829-848000-001102, 272829-848000-001101, 272829-848000-001121, 272829-848000-001122, 272829-848000-001142, 272829-848000-001141, 272829-848000-001371, 272829-848000-001372, 272829-848000-001390 in Section 29, Township 28, and Range 27.

2. I move the Planning & Zoning Board **recommend approval with changes to Town Commission** of the request by Matthew Development Investments, LLC for a Special Exception for Directional Signs for property located in the Town of Dundee on 2.86+/- acres of land zoned Commercial Highway. The subject property is located at the northeast corner of Hwy. 27 & Dundee Rd, further described as parcels:

272829-848000-001430, 272829-848000-001060, 272829-848000-001082, 272829-848000001080, 272829-848000-001102, 272829-848000-001101, 272829-848000-001121, 272829-848000-001122, 272829-848000-001142, 272829-848000-001141, 272829-848000-001371, 272829-848000-001372, 272829-848000-001390 in Section 29, Township 28, and Range 27.

3. I move the Planning & Zoning **recommend denial to Town Commission** of the request by Matthew Development Investments, LLC for a Special Exception for Directional Signs for property located in the Town of Dundee on 2.86+/- acres of land zoned Commercial Highway. The subject property is located at the northeast corner of Hwy. 27 & Dundee Rd, further described as parcels:

272829-848000-001430, 272829-848000-001060, 272829-848000-001082, 272829-848000001080, 272829-848000-001102, 272829-848000-001101, 272829-848000-001121, 272829-848000-001122, 272829-848000-001142, 272829-848000-001141, 272829-848000-001371, 272829-848000-001372, 272829-848000-001390 in Section 29, Township 28, and Range 27.

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**TOWN OF DUNDEE**  
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Attachments: Legal Descriptions

Location Map

Aerial Map

Existing Zoning Map

Site Development Plans

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27282984800001060 SCENIC HEIGHTS PB 22 PG 21 LOTS 106 & S PT OF CLOSED ST W OF  
SAME & 107 & LOT 159 LESS HWY

27282984800001430 SCENIC HEIGHTS PB 22 PG 21 LOTS 143 THRU 146 & PT OF CLOSED  
ST W OF LOT 146 LESS RD R/W PER OR 10026-429 THRU 435

27282984800001082 SCENIC HEIGHTS PB 22 PG 21 LOT 108 W1/2

27282984800001080 SCENIC HEIGHTS PB 22 PG 21 LOTS 108 E1/2 & 109

27282984800001102 SCENIC HEIGHTS PB 22 PG 21 LOT 110 N1/2 & N1/2 OF 111

27282984800001101 SCENIC HEIGHTS PB 22 PG 21 LOTS 110 S1/2 & S1/2 OF 111

27282984800001390 SCENIC HEIGHTS PB 22 PG 21 LOTS 139 THRU 142 LESS RD R/W PER OR 10026-429 THRU 435

27282984800001121 SCENIC HEIGHTS PB 22 PG 21 LOT 112 N 50 FT & N 50 FT OF 113

27282984800001122 SCENIC HEIGHTS PB 22 PG 21 LOTS 112 LESS N 50 FT & 113 LESS N 50 FT

27282984800001142 SCENIC HEIGHTS PB 22 PG 21 LOTS 114 LESS S 50 FT & 115 LESS S 50 FT

27282984800001141 SCENIC HEIGHTS PB 22 PG 21 LOT 114 S 50 FT & S 50 FT OF LOT 115

27282984800001371 SCENIC HEIGHTS PB 22 PG 21 LOT 137 N 60 FT & N 60 FT OF 138

27282984800001372 SCENIC HEIGHTS PB 22 PG 21 LOTS 137 S 75 FT LESS RD R/W & S 75 FT OF 138 LESS RD R/W & LESS  
ADDNL RD R/W PER OR 10026-338 THRU 347

**LEGAL DESCRIPTION**

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# TOWN OF DUNDEE PLANNING AND ZONING BOARD WAWA SPECIAL EXCEPTION



## LOCATION MAP

**TOWN OF DUNDEE  
PLANNING AND ZONING BOARD  
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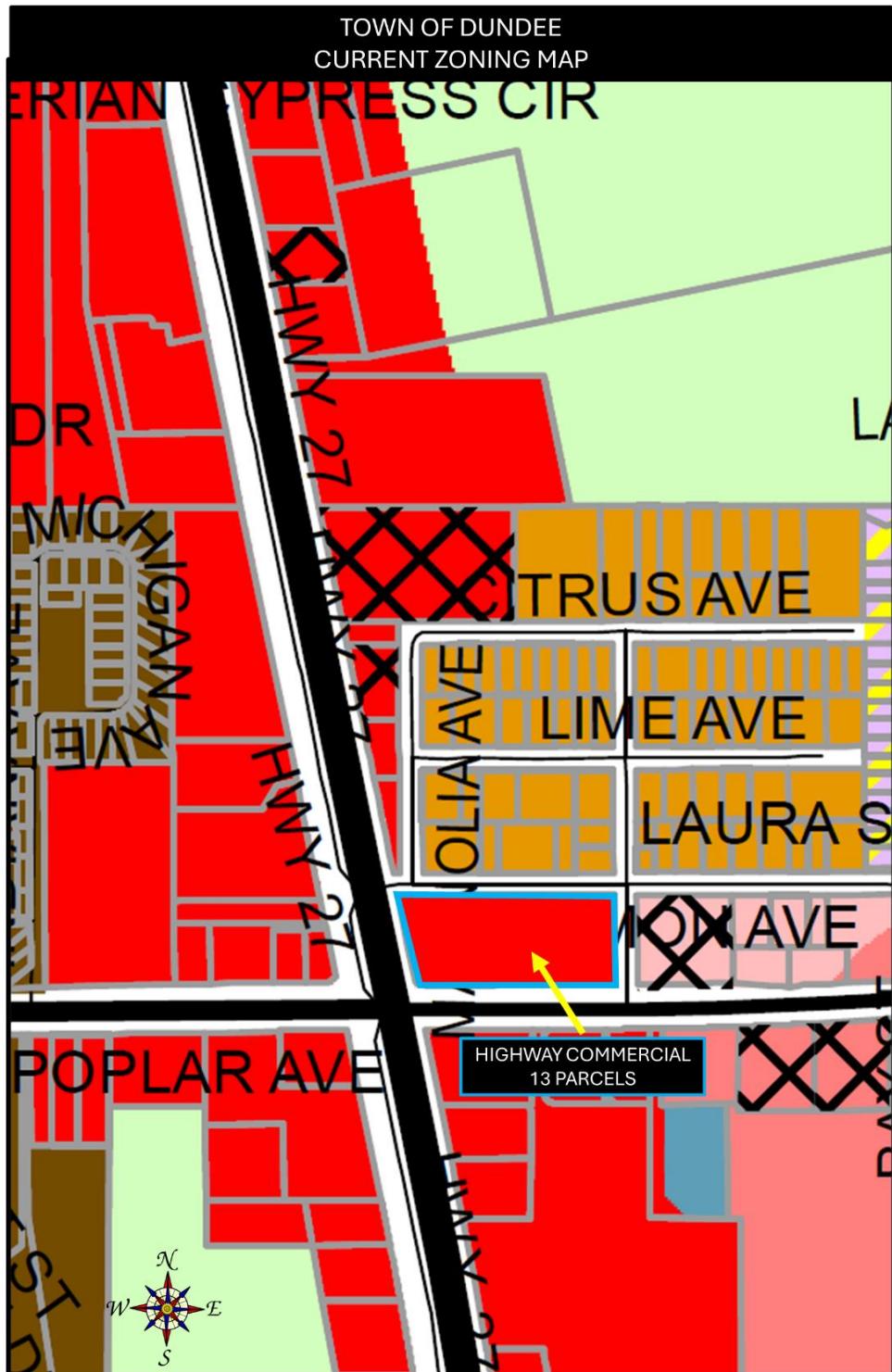
# TOWN OF DUNDEE AERIAL MAP



## AERIAL MAP

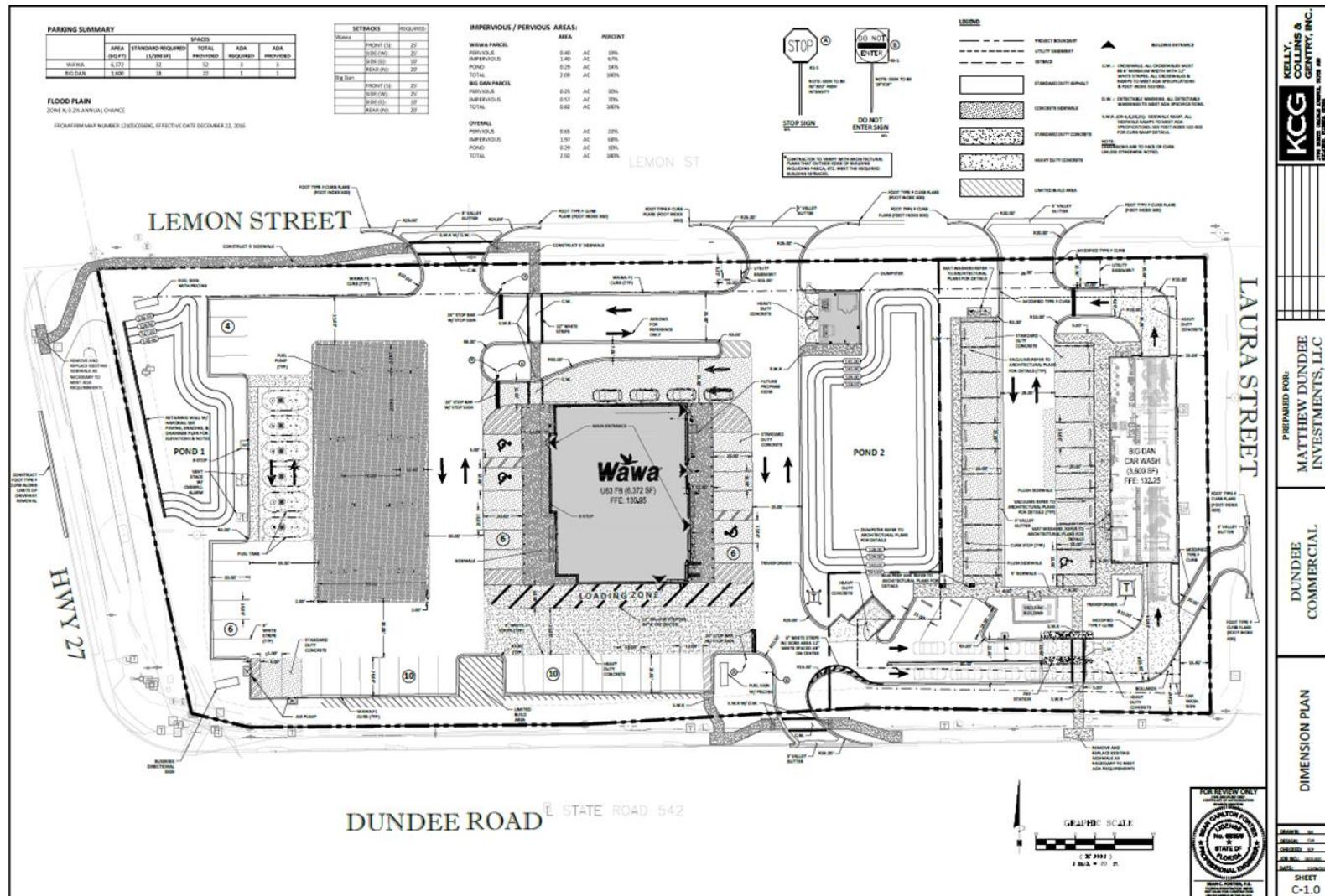
TOWN OF DUNDEE  
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CURRENT ZONING MAP

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