

AMENDED



PLANNING & ZONING BOARD MEETING AGENDA

September 21, 2023 at 5:30 PM

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

Phone: 863-438-8330 | www.TownofDundee.com

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES

[1. JUNE 15, 2023 PLANNING AND ZONING MEETING](#)

[2. AUGUST 17, 2023 PLANNING AND ZONING MEETING](#)

[PUBLIC HEARINGS](#)

[DISCUSSION ITEMS](#)

[2. WORKSHOP](#)

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.



PLANNING & ZONING BOARD MEETING MINUTES

June 15, 2023 at 5:30 PM

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

Phone: 863-438-8330 | www.TownofDundee.com

CALL TO ORDER by Chair Gunter at 5:30 PM

PLEDGE OF ALLEGIANCE led by Chair Gunter

ROLL CALL done by Town Clerk Douthat

PRESENT

Suzetta Henson

Jill Kitto

Annette Wilson

Jeff Gunter

ABSENT

Ron Hall

***MOTION TO EXCUSE** Board Member Hall made by Chair Gunter, Seconded by Jill Kitto, Passed Unanimously Voting Yea; Henson, Kitto, Wilson, Gunter*

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

Chair Gunter opened the floor for delegation comments, having no one come forward the floor was closed.

APPROVAL OF MINUTES

1. December 15, 2022 Planning & Zoning Meeting
January 19, 2023 Planning & Zoning Meeting
February 16, 2023 Planning & Zoning Meeting

Chair Gunter moved minutes approval to after the presentation as he had not had a chance to review them.

PUBLIC HEARINGS

DISCUSSION ITEMS

2. DISCUSSION, TRANSPORTATION ADEQUACY DETERMINATION AND CONCURRENCY MANAGEMENT PLAN

Town Planner Peterson introduced Alex Anaya with ESRP Corporation.

Assistant Town Attorney Claytor explained Alex Anya role and why the Town has employed his services. This is the first step in determining adequacy and will lead into a full traffic study.

Alex Anaya presented the results of the adequacy determination and concurrency management study.

Member Henson asked if the truck routes through the Town and future updates to the Polk Parkway had been taken into consideration when this study was done.

Alex Anaya assured her that all these things had been considered.

Member Wilson asked if new development would have an impact on impact fees.

Assistant Town Attorney Claytor explained that the concurrency study encompasses many elements, not just roadways.

MOTION TO RECOMMEND APPROVAL to the Town Commission of the transportation adequacy determination and concurrency management plan presented by ESRP made by Chair Gunter, seconded by Wilson. Passed unanimously.

Voting YEA; Gunter, Henson, Wilson

MOTION TO APPROVE meeting minutes from December 15, 2022 made by Gunter, seconded by Henson. Passed unanimously.

Voting YEA; Gunter, Henson, Wilson

MOTION TO APPROVE meeting minutes from January 19, 2023 made by Gunter, seconded by Henson. Passed unanimously.

Voting YEA; Gunter, Henson, Wilson

MOTION TO APPROVE meeting minutes from February 16, 2023 made by Gunter, seconded by Henson. Passed unanimously.

Voting YEA; Gunter, Henson, Wilson

REPORTS FROM OFFICERS

Board Member Comments

Member Henson asked how long it will be before the removal of water from Lake Marie is completed.

Public Works Director Vice responded that we have a ninety-day pumping permit and we are three weeks into the pumping.

Member Henson asked about using solar powered fountains to pump water from Lake Marie to Lake Ruth.

Public Works Director Vice said he would investigate alternate methods.

ADJOURNMENT at 6:27PM

Respectfully Submitted,

Trevor Douthat

Trevor Douthat, Town Clerk

APPROVAL DATE: _____

DRAFT



PLANNING & ZONING BOARD MEETING MINUTES

August 17, 2023 at 5:30 PM

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

Phone: 863-438-8330 | www.TownofDundee.com

CALL TO ORDER by Chair Gunter at 5:35 P.M.

PLEDGE OF ALLEGIANCE led by Chair Gunter

ROLL CALL given by Town Clerk Douthat

PRESENT	ABSENT
Ron Hall	Jill Kitto
Suzetta Henson	
Annette Wilson	
Jeff Gunter	

***MOTION TO EXCUSE** Jill Kitto made by Gunter, Seconded by Henson.
Voting Yea: Hall, Henson, Wilson, Gunter*

APPROVAL OF MINUTES

***MOTION TO TABLE THE APPROVAL** of the June 15, 2023 meeting minutes until the September 21, 2023 meeting made by Gunter, Seconded by Hall.
Voting Yea: Hall, Henson, Wilson, Gunter*

1. JUNE 15, 2023 PLANNING AND ZONING METTING

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

Chair Gunter opened the floor for comments from the public.

Assistant Town Attorney Claytor advised delegation that if they were speaking on an agenda item that they would get a chance to speak as the item was discussed. If they have a general item they wanted to speak on they were free to do so.

Seeing no public come forth, the floor was closed.

PUBLIC HEARINGS

DISCUSSION ITEMS

2. DISCUSSION, FUTURE LAND USE MAP AMENDMENT

Town Planner Peterson gave the analysis.

Annette Wilson asked how soon a developer could develop the property.

Assistant Town Attorney Claytor stated that, for purposes of making a recommendation to the Town of Dundee Town Commission on and/or for the FLU, the Board should consider the maximum development envelope. .

Suzetta Henson asked about school concurrency and stated that her neighbor cannot get into local schools due to limited space.

Assistant Town Attorney Claytor stated that, as part of the concurrency analysis and prior to the Town's approval of a development order, an applicant will be required to establish school concurrency. School concurrency is established through Polk County.

Suzetta Henson stated that this should have been planned for already.

Larry Mathis, 1660 Tyner Rd, spoke out against any new development in his area.

Debra Lawson, 200 Penny Lane, Haines City, does not want new development on her road.

Suzetta Henson stated that residents need to bring their concerns to the Town Commission because the Planning and Zoning board doesn't have the power to stop developments, they can only make recommendations to the Town Commission.

Glen Lawhorn, 11000 Jim Edwards Rd, Haines City, spoke out against the future land use change. He stated that the Board doesn't need to follow the guidelines repeatedly stated by Assistant Town Attorney Claytor when making their decision.

Assistant Town Attorney Claytor disagreed and stated that the Board can only base their decision on certain criteria, not conjecture and speculation related to road conditions, school concurrency etc. He also reminded the Board that since the subject property has been annexed into the Town, the property must be assigned a Town of Dundee FLU and zoning designation.

Suzetta Henson asked if she should be voting based on what she wants the Town to look like.

Assistant Town Attorney Claytor clarified that the Board has some discretion when considering applications which are legislative in nature; however, the Board should consider consistency with the Town of Dundee Comprehensive Plan, conformity with the Town of Dundee Land Development Regulations, whether the requested FLU is in-scale and consistent with surrounding land uses, and the Board may consider whether there is a public purpose or significant governmental interest that would support a vote for the denial of the instant FLU application - not their personal feelings.

Mike Gerald, 34 Bass, Haines City, stated that Assistant Town Attorney Claytor was telling the Board that they could only vote one way.

Assistant Town Attorney Claytor stated that he is reminding the Board of what information and/or competent substantial evidence the Board should consider when making its recommendation.

Thomas Gill, 108 Bream St, Haines City, asked when the property was annexed into the Town and why the residents were not notified.

Assistant Town Attorney Claytor assured Mr. Gill that the subject annexation was advertised in accordance with Florida law and the Town Commission meeting(s) were duly advertised.

Richard Bower, 680 Hatchineha Rd, Haines City, asked if there was a meeting to change the future land use of the surrounding areas.

Daryl Conner, 6630 Hatchineha Rd, Haines City, stated that she does not want any development near her.

Blair Quinn, 5592 Timberlane Rd, Lake Wales, stated that the Town should make developers be better humans and improve infrastructure before approving developments.

Tammy Hurd, 4490 N Jennings Rd, Haines City, asked what the advantages of changing the future land use and zoning.

Suzetta Henson stated that it would mean more money and taxes for the Town.

Tammy Hurd stated that it is all about the money.

Suzetta Henson stated, "Of course it is, might as well state it honestly."

Chair Gunter closed delegation.

MOTION TO RECOMMEND denial of the future land use amendment made by Gunter, Seconded by Henson. Passed unanimously.
Voting Yea: Gunter, Henson, Hall, Wilson

Assistant Town Attorney Claytor stated that since the future land use was denied, the board could not move forward with the applicant initiated zoning amendment.

Chair Gunter adjourned the meeting.

3. DISCUSSION, ZONING MAP AMENDMENT

ADJOURNMENT at 7:06 P.M.

Respectfully Submitted,
Trevor Douthat
Trevor Douthat, Town Clerk

APPROVAL DATE: _____



PLANNING AND ZONING BOARD MEETING

SEPTEMBER 21, 2023 at 5:30 PM

AGENDA ITEM TITLE: Workshop

SUBJECT: The Planning and Zoning Board will engage in a member overview workshop and be brought up to speed with Senate Bill 102, known as the Live Local Act.

STAFF ANALYSIS: None

FISCAL IMPACT: No Fiscal Impact

STAFF RECOMMENDATION: None

ATTACHMENTS: None