CITY OF LABELLE

AGENDA

Regular Commission Meeting
Thursday, October 08, 2026, at 5:30 PM

LaBelle Commission Chambers
481 West Hickpochee Ave
LaBelle, FL 33975

CITY COMMISSION:

Vince Ross, Mayor
Kevin Holland, Commissioner
Jackie Ratica, Commissioner
Bobbie Spratt, Commissioner
Hugo Vargas, Commissioner

ADMINISTRATION:

Tijauna Warner, MPA, MMC, City Clerk
Derek Rooney, Esq., City Attorney
Mitchell Wills, Superintendent PW

Agenda

1. **Call to Order**
2. **Invocation and Pledge of Allegiance**
3. **Roll Call**
4. **Additions of Emergency Basis From Mayor, Deletions and Approval of Agenda Items**
5. **Presentations**
   - **A.** Lee Health - Katie Larsen, Government Relations Director
6. **Consent Agenda Items for Consideration**

   (Any commissioner or citizen may request to have an item removed from the consent agenda and placed on the regular agenda for further discussion.)

   - **A.** **Approval of September Check Register**
   - **B.** **Approval of September Minutes:**

     September 10, 2026 LPA Meeting Minutes

     September 10, 2026 City Commission & Tentative Budget Meeting Minutes

     September 17, 2026 City Commission Final Budget Special Meeting Minutes
   - **C.** **Approval of Staff Reports:**

     -HCSO- Lt. Allen Hudson

     -Fire Department- Chief Brent Stevens

     -Building Department- Mark Lynch

     -Code Enforcement- Zane Mungillo

     -Woodard & Curran- Justin deMello
   - **D.** Maintenance Department Relocation
   - **E.** Upsizing Pipe - Tortilla Plant
   - **F.** Civic Center Capacity
7. **Non-Public Hearing Items for Consideration**

   (Limited to 15 minutes per item: 3-5 minutes optional presentation time with the remaining time for discussion by the Commission)

   - **A.** 2026 Employee Handbook
   - **B.** RESOLUTION 2026-37 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA, AMENDING THE CITY OF LABELLE FIRE DEPARTMENT FEE SCHEDULE AND CHARGES RELATED TO LAND DEVELOPMENT APPLICATIONS, PLAN REVIEWS, INSPECTIONS, RE-INSPECTIONS, PERMITS, AND FIRE APPARATUS STANDBY SERVICES; PROVIDING FOR THE ADOPTION OF AN AMENDED FEE SCHEDULE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

8. Public Hearings and/or Ordinances

A. ORDINANCE 2026-01 *(second reading)* AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT TO THE FUTURE LAND USE MAP FOR A 1.58+/-ACRE TRACT GENERALLY LOCATED NORTH AND SOUTH OF WEST YEOMANS AVENUE, NORTH OF WEST HICKPOCHEE AVENUE, AND WEST OF NORTH MAIN STREET; AMENDING THE COMPREHENSIVE PLAN DESIGNATION FOR THE PROPERTIES FROM “DOWNTOWN DISTRICT” DESIGNATION TO “COMMERCIAL” DESIGNATION; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

B. ORDINANCE 2026-02 *(second reading)* AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, AMENDING THE CITY OF LABELLE ZONING MAP FOR A 1.58+/-ACRE TRACT GENERALLY LOCATED NORTH AND SOUTH OF WEST YEOMANS AVENUE, NORTH OF WEST HICKPOCHEE AVENUE, AND WEST OF NORTH MAIN STREET, AMENDING THE ZONING DESIGNATION FROM PLANNED UNIT DEVELOPMENT (PUD) AND DOWNTOWN BUSINESS DISTRICT (DBD) ZONING DISTRICT TO PLANNED UNIT DEVELOPMENT (PUD) ZONING DISTRICT, PROVIDING FOR IDENTIFICATION OF THE SUBJECT PROPERTY; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

C. ORDINANCE 2026-12 *(second reading)* AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, AMENDING CHAPTER 8.7, HISTORIC PRESERVATION, OF THE CITY OF LABELLE CODE OF ORDINANCES, TO CONFORM THE CITY’S HISTORIC PRESERVATION PROGRAM TO THE REQUIREMENTS OF THE CERTIFIED LOCAL GOVERNMENT PROGRAM UNDER 36 CFR PART 61; REVISING THE COMPOSITION, TERMS, AND DUTIES OF THE HISTORIC PRESERVATION BOARD; ADDING PROVISIONS FOR PUBLIC MEETINGS, STATE REPORTING, NATIONAL REGISTER NOMINATIONS, AND STANDARDS COMPLIANCE; UPDATING REFERENCES TO STATE AGENCIES; ADOPTING DESIGN GUIDELINES BY REFERENCE; ESTABLISHING AN AD VALOREM TAX EXEMPTION FOR THE REHABILITATION OF HISTORIC PROPERTIES UNDER SECTION 196.1997, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

9. Public Comment on Non-Agenda Items

(Limited to 3 minutes per person)

10. City Related Business by Commissioners

11. Adjournment

Upcoming Meetings:

*Be advised that the Commission may take action on items not listed on the agenda.

November 12, 2026 LPA & City Commission Meeting

City of Labelle Office Closures:

November 26-27, 2026 Thanksgiving Holiday

Meeting Records Request

Any person requesting the appeal of a decision of the City Commission will require a verbatim record of the proceedings and for that purpose will need to ensure that such verbatim record is made. Pursuant to FS. 286.0105, the record must include the testimony and evidence upon which the appeal is to be based. The City of LaBelle does not prepare or provide such verbatim record.

Notice of Commission Meetings and Agendas

The second Thursday of each month are regular meeting dates for the City Commission; special or workshop meetings may be called, whenever necessary. Commission Agendas are posted on the City's website on the Friday prior to each Commission meeting. A copy of the meeting audio and the complete agenda may be requested at tiawarner@citylabelle.com or 863-675-2872.

Americans with Disabilities Act

In accordance with the provisions of the Americans with Disabilities Act (ADA), this document can be made available in an alternate format upon request. Special accommodations can be provided upon request with five (5) days advance notice of any meeting, by contacting Deputy City Clerk Tijauna Warner at LaBelle City Hall, 481 W. Hickpochee Avenue, LaBelle, Florida. Phone No. 863-675-2872. Hearing Assistance: If hearing impaired, contact Florida Relay at 800-955-8771 (TDD) or 800-955-8770 (Voice), for assistance. (Reference: Florida Statute 286.26)

Improving Access to Care Across Hendry County

Katie Larsen

Director of Government Relations

Grant Overview

Federal rural health funding administered by the Florida Agency for Health Care Administration (AHCA) to expand sustainable access to care in rural communities.

$209 Million

Allocated to Florida from the Federal Government

$25 Million

Statewide Initiative 1 Funding for Rural & Satellite Clinics

$6.4 Million

SW Super Region Year 1 Allocation

Applications Opened

April 21, 2026

Submitted

June 17, 2026

Implementation Period

Four Years (Cohort 1)

Lee Health LaBelle Rural Access Model

EXISTING

Family Medicine & OB/GYN

Established LaBelle services continue as the clinical foundation of the model.

NEW · PRIMARY

Walk-In Convenient Care & Lab

Adds LaBelle LCC walk-in services and outpatient point-of-care laboratory.

NEW · PILOT

OnMed CareStations

Expanded access to telehealth enabled care through community-based kiosk deployment

NEW · PILOT

Social Care Coordination

Closed-loop referral platform to connect patients to community social services.

Partners: Hendry County · Glades County · United Way of Lee, Hendry & Glades · Florida State University

What Our Project Included

- **Labelle Facility Build Out**
  - Digital X-ray, EKG, point-of-care laboratory equipment
  - HVAC upgrade (MERV-13)
  - Furniture and signage
  - Vending pharmacy infrastructure
  - Epic, HIE, ENS, and telehealth technology
  - Medical and clinical supplies
  - Public safety hardware and facility improvements
  - Consumable medical supplies (Years 1–5)
- **OnMed CareStations**
- **Social Care Coordination**
- **Workforce**
  - RHTP Program Manager
  - LaBelle LCC Practice Supervisor
  - 2.5 FTE Customer Service Representatives (CSRs)

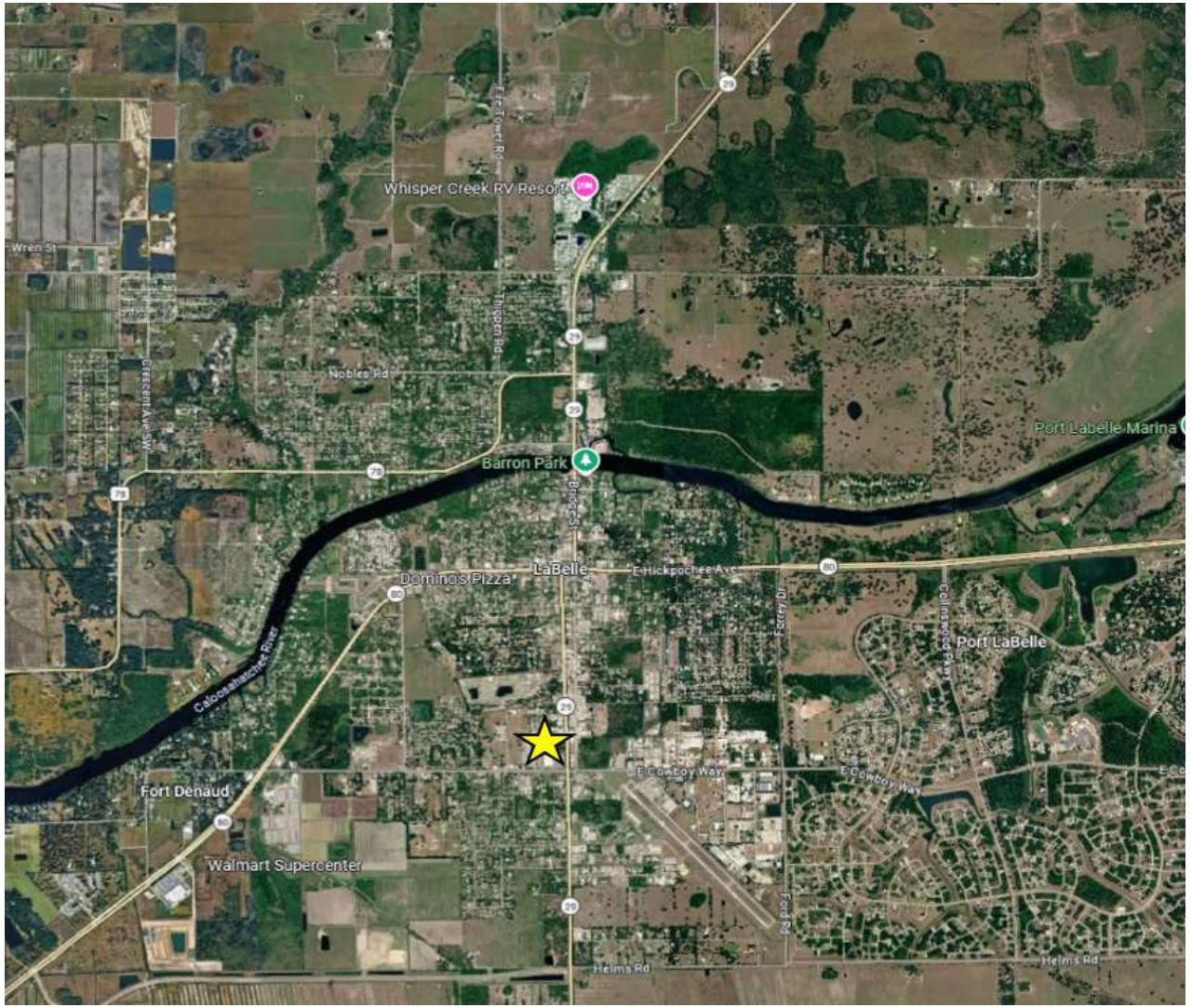
Grant Award

$2.4 Million

Total Year 1 Submission

$1.95 Million

Total Year 1 Award



Key Commitments, Milestones, Next Steps

LEE HEALTH

Immediately

Grant Administration Begins

Reporting, compliance, and grant administration activities begin upon award execution.

Q1 Year 2
(Aug-Oct 2027)

Clewiston & Moore Haven Active

OnMed CareStations delivering patient care in Hendry and Glades counties.

Q3 Year 2
(Feb-Apr 2028)

LaBelle Services Expanded

Walk-In Convenient Care and outpatient lab activity at the LaBelle LCC site.

Throughout
Years 1-4

Ongoing Reporting & Monitoring

Performance reporting, quality monitoring, and participation requirements across all grant years.

Thank you!

Questions?

Contacts:

Rachel Walter, DrPH
Deputy Chief of Staff, System Director of Special Projects
Rachel.Walter@LeeHealth.org

Katie Larsen
Director of Government Relations
Katie.Larsen@LeeHealth.org

LEE HEALTH

Range of Checking Accts: First to Last Range of Check Dates: 09/01/26 to 09/30/26
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num	
GEN FUND POOLED GENERAL FUND POOLED CASH							
261081	09/01/26	ABP	ACCENT BUSINESS PRODUCTS	314.90		10049	
261082	09/01/26	AFL	AMERICAN FAMILY LIFE ASSR CO.	751.68		10049	
261083	09/01/26	AFL	AMERICAN FAMILY LIFE ASSR CO.	2,100.44		10049	
261084	09/01/26	ALLSTATE	AMERICAN HERITAGE LIFE INS CO	655.88		10049	
261085	09/01/26	ALLSTATE	AMERICAN HERITAGE LIFE INS CO	2,336.60		10049	
261086	09/01/26	ESTIRE	ES TIRE CENTER, LLC	10.00		10049	
261087	09/01/26	FMPT2	FLORIDA MUNICIPAL PENSION TRST	23,112.53		10049	
261088	09/01/26	GULFC005	GULF COAST HUMANE SOCIETY	1,271.30		10049	
261089	09/01/26	LEGALSH	LEGAL SHIELD	73.75		10049	
261090	09/01/26	PHILLIPS	PHILLIPS A/C & HEATING SERVICE	1,039.00		10049	
261091	09/01/26	REVIZE	REVIZE LLC	3,400.00		10049	
261092	09/01/26	SHRED	SHRED-IT USA	157.01		10049	
261093	09/01/26	STREA005	Stream LLC	99.99		10049	
261094	09/01/26	TYLERH	TYLER HAMILTON DR	102.00		10049	
261095	09/01/26	VAH	VISION ACE HARDWARE-LABELLE	0.00	09/01/26 VOID	0	
261096	09/01/26	VAH	VISION ACE HARDWARE-LABELLE	1,708.90		10049	
261097	09/01/26	WLMINC	WOLFF'S LAWN MACHINES INC	2,138.74		10049	
261098	09/01/26	ADOBE	ADOBE INC.	3,369.84		10051	Direct Deposit
261099	09/01/26	AESTF005	AEST FIRE & SAFETY	33,100.00		10051	Direct Deposit
261100	09/01/26	KONE	KONE INC	659.99		10051	Direct Deposit
261101	09/01/26	LILLI005	LILLIAN M DAVENPORT	225.48		10051	Direct Deposit
261102	09/01/26	LNATL	GLOBE LIFE	446.88		10051	Direct Deposit
261103	09/01/26	LUNAF005	LUNA FUELS HENDRY INC	155.32		10051	Direct Deposit
261104	09/01/26	LWS	LIGHTNING WIRELESS SOLUTIONS	7,382.00	09/04/26 VOID	10051	Direct Deposit (Reason: RETURNED ACH)
261105	09/01/26	MUNES	MES SERVICE COMPANY LLC	162.00		10051	Direct Deposit
261106	09/01/26	QUALITY	QUALITY 1 AUTO CARE INC	655.99		10051	Direct Deposit
261110	09/02/26	MLSL	MCKENZIE LAWN SERVICE OF	7,000.00	09/02/26 VOID	10057	(Reason: NEW MAYOR TO SIGN)
261115	09/02/26	MLSL	MCKENZIE LAWN SERVICE OF	7,000.00		10057	
261107	09/04/26	SOFDU	ST OF FL. DISBURSEMENT UNIT	127.34		10053	
261116	09/04/26	FRS	FLORIDA RETIREMENT SYSTEM	28,503.41		10063	
261177	09/04/26	LWS	LIGHTNING WIRELESS SOLUTIONS	7,382.00	09/24/26 VOID	10051	(Reason: SHOULD BE ACH)
261118	09/08/26	TIJUA005	TIJAUNA WARNER	75.00		10066	
261117	09/11/26	SOFDU	ST OF FL. DISBURSEMENT UNIT	127.34		10065	
261119	09/11/26	AMARINES	A.MARINES ROAD SERV & TIRE INC	382.00		10067	
261120	09/11/26	CITYE005	City Electric Supply Company	184.89		10067	
261121	09/11/26	CLINK	CENTURYLINK	463.36		10067	
261122	09/11/26	COMCAST	COMCAST	212.88		10067	
261123	09/11/26	CTTF	COUNTY TRANSPORTATION TRST FND	11,520.78		10067	
261124	09/11/26	DRFI	DIAMOND R FERTILIZER CO. INC	101.80		10067	
261125	09/11/26	FPL	FLORIDA POWER & LIGHT	0.00	09/11/26 VOID	0	
261126	09/11/26	FPL	FLORIDA POWER & LIGHT	20,300.10		10067	
261127	09/11/26	GAFS	GREAT AMERICA FINANCIAL SVCS	345.96		10067	
261128	09/11/26	GULFC005	GULF COAST HUMANE SOCIETY	190.00		10067	
261129	09/11/26	KIMBE005	KIMBERLY BARSELOU	27.50		10067	
261130	09/11/26	NATIO010	NATIONAL RESCUE CONSULTANTS	3,000.00		10067	
261131	09/11/26	ODCFM	OVERHEAD DOOR CO OF FORT MYERS	280.00		10067	
261132	09/11/26	TMOBI005	T-MOBILE USA INC.	1,444.64		10067	
261133	09/11/26	WSC	WINDMILL SPRINKLER CO., INC.	507.97		10067	

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num	
GEN FUND POOLED GENERAL FUND POOLED CASH Continued							
261134	09/11/26	AES	AIM ENGINEERING & SURVEYING	2,131.72		10070	Direct Deposit
261135	09/11/26	CONNE005	Connecta Satellite Solutions	2,133.20		10070	Direct Deposit
261136	09/11/26	MSSPR005	M&S SPRAY FOAM INSULATION LLC	19,909.00		10070	Direct Deposit
261137	09/11/26	MUNES	MES SERVICE COMPANY LLC	1,040.00		10070	Direct Deposit
261138	09/11/26	POLIC005	policyBUILDERS, CORP	10,000.00		10070	Direct Deposit
261139	09/11/26	THEMA005	THE MAKER'S MOTIF INC.	176.00		10070	Direct Deposit
261140	09/18/26	SOFDU	ST OF FL. DISBURSEMENT UNIT	127.34		10073	
261141	09/21/26	FDOR	FLORIDA DEPT OF REVENUE	4.76		10074	
261142	09/23/26	AAP	ADVANCE AUTO PARTS	49.50		10075	
261143	09/23/26	AZ	AUTO ZONE	17.45		10075	
261144	09/23/26	BCCHCSO	BOARD OF CO.COMM. C/O HCSO	280,000.00		10075	
261145	09/23/26	BESPO005	Bespoke Unlimited LLC DBA	60.50		10075	
261146	09/23/26	CALOO005	CALOOSA CATERING COMPANY INC	480.00		10075	
261147	09/23/26	CENTLINK	CENTURYLINK	1,152.27		10075	
261148	09/23/26	CHS	CALOOSA HUMANE SOCIETY	295.00		10075	
261149	09/23/26	CLINK	CENTURYLINK	462.59		10075	
261150	09/23/26	COLW	CITY OF LABELLE, WATER & SANIT	7,101.84		10075	
261151	09/23/26	COMCAST	COMCAST	309.85		10075	
261152	09/23/26	ISBC	IPITOMY SMARTER BUSINESS COMMU	74.53		10075	
261153	09/23/26	LCBOCC	LEE COUNTY SOLID WASTE	39.07		10075	
261154	09/23/26	PBBI	PITNEY BOWES BANK INC	299.96		10075	
261155	09/23/26	PBGFS	PITNEY BOWES GLOBAL FINANCIAL	135.80		10075	
261156	09/23/26	SWWF	SOUTH WEST WELDING	960.00		10075	
261157	09/23/26	VAH	VISION ACE HARDWARE-LABELLE	0.00	09/23/26 VOID	0	
261158	09/23/26	VAH	VISION ACE HARDWARE-LABELLE	1,569.22		10075	
261159	09/23/26	WLMINC	WOLFF'S LAWN MACHINES INC	461.52		10075	
261160	09/23/26	YMW	YVETTE M. WILLIAMS	62.28		10075	
261161	09/23/26	AESTF005	AEST FIRE & SAFETY	12,425.12		10078	Direct Deposit
261162	09/23/26	CAPGO005	C.A.P. GOVERNMENT, INC	736.00		10078	Direct Deposit
261163	09/23/26	CHPCO005	CPH CONSULTING, LLC	5,770.00		10078	Direct Deposit
261164	09/23/26	CULL	CULLIGAN WATER	194.50		10078	Direct Deposit
261165	09/23/26	DEXI	DEX IMAGING LLC	64.43		10078	Direct Deposit
261166	09/23/26	JLRFI005	JLR FIRE INSPECTIONS LLC	3,166.00		10078	Direct Deposit
261167	09/23/26	LDRC	LABELLE DOWNTOWN	1,741.00		10078	Direct Deposit
261168	09/23/26	LILLI005	LILLIAN M DAVENPORT	405.96		10078	Direct Deposit
261169	09/23/26	LUNAF005	LUNA FUELS HENDRY INC	44.85		10078	Direct Deposit
261170	09/23/26	MJW	MARY JO WILSON	142.50		10078	Direct Deposit
261171	09/23/26	NP	NEWS-PRESS	1,556.66		10078	Direct Deposit
261172	09/23/26	ORKINPC	ORKIN, LLC	65.00		10078	Direct Deposit
261173	09/23/26	PRM	PUBLIC RISK MANAGEMENT	69,520.68		10078	Direct Deposit
261174	09/23/26	PTLLC	PROTECTED TRUST LLC	4,270.99		10078	Direct Deposit
261178	09/24/26	LWS	LIGHTNING WIRELESS SOLUTIONS	27,509.62		10081	Direct Deposit
261175	09/25/26	SOFDU	ST OF FL. DISBURSEMENT UNIT	127.34		10080	
261179	09/29/26	BSA	BRIDGE STREET AUTO PARTS, INC.	11,863.34		10082	
261180	09/29/26	CALOO005	CALOOSA CATERING COMPANY INC	220.00		10082	
261181	09/29/26	CHEMI005	Chemical Containers, Inc.	33,378.00		10082	
261182	09/29/26	CITYE005	City Electric Supply Company	1,112.60		10082	
261183	09/29/26	COLW2	CITY OF LABELLE WATER AND SANI	4,387.92		10082	
261184	09/29/26	GAFS	GREAT AMERICA FINANCIAL SVCS	345.96		10082	
261185	09/29/26	HCBOCC	HENDRY CO BOARD COUNTY COMM	7,228.35		10082	
261186	09/29/26	HO	HOMERO OLIVAREZ, JR	225.00		10082	
261187	09/29/26	LIBRARY	LABELLE FREE PUBLIC LIBRARY	11,250.00		10082	

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num	
GEN FUND POOLED	GENERAL FUND POOLED CASH	Continued					
261188	09/29/26	SOUTH020	SOUTHWEST FLORIDA SPAY NEUTER	96.38		10082	
261189	09/29/26	STREA005	Stream LLC	10.00		10082	
261190	09/29/26	AESTF005	AEST FIRE & SAFETY	2,121.00		10085	Direct Deposit
261191	09/29/26	ESO	ESO SOLUTIONS, INC.	2,290.65		10085	Direct Deposit
261192	09/29/26	MUNES	MES SERVICE COMPANY LLC	182.00		10085	Direct Deposit
261193	09/29/26	RVE	RVE, INC. D/B/A RVI	24,346.30		10085	Direct Deposit
261194	09/29/26	COLW	CITY OF LABELLE, WATER & SANIT	3,552.39		10086	
261195	09/30/26	ABP	ACCENT BUSINESS PRODUCTS	217.98		10087	
261196	09/30/26	CTTF	COUNTY TRANSPORTATION TRST FND	11,062.76		10087	
261197	09/30/26	FPL	FLORIDA POWER & LIGHT	0.00	09/30/26 VOID	0	
261198	09/30/26	FPL	FLORIDA POWER & LIGHT	19,766.62		10087	
261199	09/30/26	KIMBE005	KIMBERLY BARSELOU	275.00		10087	
261200	09/30/26	TIJUA005	TIJAUNA WARNER	465.00		10087	

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	73	6	513,315.81	14,382.00
Direct Deposit:	33	1	230,718.68	7,382.00
Total:	106	7	744,034.49	21,764.00

UTILITY DEPOSIT	Water Revenue Deposit						
87017	09/10/26	SI	SOX DEVELOPMENT, INC.	310.00		8181	
2776	09/11/26	U-000416	FAJARDO RODRIQUEZ, DANIELA	427.52		10068	
2777	09/11/26	U-000417	MAHONEY, MAUREEN	36.93		10068	
2778	09/11/26	U-000418	BRECKENRIDGE, THOMAS JAY	221.66		10068	
87018	09/23/26	U-000419	ORTIZ, ARELIS	15.45		10076	
87019	09/23/26	U-000420	EVERGLADES INSURANCE GROUP INC	88.33		10076	
87020	09/23/26	U-000421	MORRISON, SCOTT MILES JR	9.39		10076	
87021	09/23/26	U-000422	PIERRO, CORINNE MARIE	105.06		10076	
87022	09/23/26	U-000423	HERROLD, HANNA MARIE	84.04		10076	
87023	09/23/26	U-000424	SANBECK, RAINAH JADE	62.08		10076	
87024	09/23/26	U-000425	MUSTAFA, FATHI MOHAMAD	29.14		10076	
87025	09/23/26	U-000427	LEGACY MOSS LANDING LLC	316.85		10076	
87026	09/29/26	U-000426	MORRIS II, DARELD RAY	275.00		10083	
87027	09/29/26	U-000428	RELIABLE CONSTRUCTORS, INC.	1,043.28		10083	
87028	09/29/26	U-000429	DEPT OF JUVENILE JUSTICE	186.22		10083	
87029	09/29/26	U-000430	BARBOZA, MARIO	138.68		10083	

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	16	0	3,349.63	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	16	0	3,349.63	0.00

UTILITY POOLED	UTILITY FUND POOLED CASH						
1532	09/01/26	ABP	ACCENT BUSINESS PRODUCTS	102.50		10050	
1533	09/01/26	SHRED	SHRED-IT USA	52.33		10050	
1534	09/01/26	VAH	VISION ACE HARDWARE-LABELLE	163.26		10050	
1535	09/01/26	WSC	WINDMILL SPRINKLER CO., INC.	43.07		10050	
1536	09/01/26	ADOBE	ADOBE INC.	709.44		10052	Direct Deposit
1537	09/01/26	SSES	SOUTHERN SEWER EQUIPMENT SALES	40.67		10052	Direct Deposit
1547	09/01/26	FBC	FIRST BANK OF CLEWISTON	187,303.00		10072	
1548	09/01/26	USDA	USDA RURAL DEVELOPMENT	563,970.00		10072	
1538	09/02/26	POL	POSTMASTER - LABELLE, FL.	1,500.00	09/02/26 VOID	10056	(Reason: NEW MAYOR TO SIGN)

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num
UTILITY POOLED	UTILITY FUND POOLED CASH		Continued			
1540	09/02/26	POL	POSTMASTER - LABELLE, FL.	1,500.00		10056
1541	09/04/26	FRS	FLORIDA RETIREMENT SYSTEM	6,294.31		10064
1542	09/11/26	CLINK	CENTURYLINK	290.13		10069
1543	09/11/26	CTTF	COUNTY TRANSPORTATION TRST FND	1,682.33		10069
1544	09/11/26	FPL	FLORIDA POWER & LIGHT	25,619.81		10069
1545	09/11/26	WSC	WINDMILL SPRINKLER CO., INC.	76.33		10069
1546	09/15/26	WOODARD	WOODARD & CURRAN INC	304,490.00		10071 Direct Deposit
1549	09/23/26	AAP	ADVANCE AUTO PARTS	244.99		10077
1550	09/23/26	CENTLINK	CENTURYLINK	256.06		10077
1551	09/23/26	CLINK	CENTURYLINK	290.37		10077
1552	09/23/26	ISBC	IPITOMY SMARTER BUSINESS COMMU	24.84		10077
1553	09/23/26	PBGFS	PITNEY BOWES GLOBAL FINANCIAL	67.90		10077
1554	09/23/26	VAH	VISION ACE HARDWARE-LABELLE	520.52		10077
1555	09/23/26	BMI	BADGER METER INC.	854.00		10079 Direct Deposit
1556	09/23/26	CULL	CULLIGAN WATER	50.00		10079 Direct Deposit
1557	09/23/26	EDMUNDS	EDMUNDS GOVTECH	514.00		10079 Direct Deposit
1558	09/23/26	KGAUSE	KATHARINA GAUSE	150.00		10079 Direct Deposit
1559	09/23/26	PRM	PUBLIC RISK MANAGEMENT	11,008.80		10079 Direct Deposit
1560	09/23/26	PTLLC	PROTECTED TRUST LLC	533.88		10079 Direct Deposit
1561	09/29/26	ADS	ACCURATE DRILLING SYSTEMS, INC	1,119,580.50		10084
1562	09/29/26	BSA	BRIDGE STREET AUTO PARTS, INC.	2,300.00		10084
1563	09/29/26	COLW2	CITY OF LABELLE WATER AND SANI	2,067.70		10084
1564	09/29/26	POL	POSTMASTER - LABELLE, FL.	1,600.00		10084
1565	09/29/26	RCMUT005	RCM UTILITIES, LLC	227,393.00		10084
1566	09/29/26	WASTEC	WASTE CONNECTIONS INC	102,927.00		10084
1567	09/30/26	ABP	ACCENT BUSINESS PRODUCTS	108.47		10088
1568	09/30/26	CTTF	COUNTY TRANSPORTATION TRST FND	1,848.20		10088
1569	09/30/26	FPL	FLORIDA POWER & LIGHT	25,758.78		10088
1570	09/30/26	FWEI	FOUR WATERS ENGINEERING, INC	15,658.46		10089 Direct Deposit
1571	09/30/26	KBPI	K&B PUMP & ELECTRICAL, LLC	29,630.17		10089 Direct Deposit
1572	09/30/26	TETRA005	TETRA TECH, INC	31,368.75		10089 Direct Deposit

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	27	1	2,272,085.40	1,500.00
Direct Deposit:	12	0	395,008.17	0.00
Total:	39	1	2,667,093.57	1,500.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	116	7	2,788,750.84	15,882.00
Direct Deposit:	45	1	625,726.85	7,382.00
Total:	161	8	3,414,477.69	23,264.00

Totals by Year-Fund

Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	6-001	721,418.04	0.00	22,616.45	744,034.49
WATER FUND	6-041	1,843,759.61	0.00	264,180.00	2,107,939.61
SEWER FUND	6-042	325,406.96	0.00	131,130.00	456,536.96
SANITATION OPERATION FUND	6-043	102,927.00	0.00	0.00	102,927.00
Year Total:		2,993,511.61	0.00	417,926.45	3,411,438.06
WATER FUND	X-041	1,777.06	0.00	0.00	1,777.06
SEWER FUND	X-042	805.64	0.00	0.00	805.64
SANITATION OPERATION FUND	X-043	456.93	0.00	0.00	456.93
Year Total:		3,039.63	0.00	0.00	3,039.63
Total Of All Funds:		2,996,551.24	0.00	417,926.45	3,414,477.69

Totals by Fund

Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	001	721,418.04	0.00	22,616.45	744,034.49
WATER FUND	041	1,845,536.67	0.00	264,180.00	2,109,716.67
SEWER FUND	042	326,212.60	0.00	131,130.00	457,342.60
SANITATION OPERATION FUND	043	103,383.93	0.00	0.00	103,383.93
Total Of All Funds:		2,996,551.24	0.00	417,926.45	3,414,477.69

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	6-001	721,418.04	0.00	0.00	0.00	721,418.04
WATER FUND	6-041	1,843,759.61	0.00	0.00	0.00	1,843,759.61
SEWER FUND	6-042	325,406.96	0.00	0.00	0.00	325,406.96
SANITATION OPERATION FUND	6-043	102,927.00	0.00	0.00	0.00	102,927.00
Year Total:		2,993,511.61	0.00	0.00	0.00	2,993,511.61
WATER FUND	X-041	1,777.06	0.00	0.00	0.00	1,777.06
SEWER FUND	X-042	805.64	0.00	0.00	0.00	805.64
SANITATION OPERATION FUND	X-043	456.93	0.00	0.00	0.00	456.93
Year Total:		3,039.63	0.00	0.00	0.00	3,039.63
Total Of All Funds:		2,996,551.24	0.00	0.00	0.00	2,996,551.24

CITY OF LABELLE
CHECK REGISTER
Sep-26

September payments of $2,000 or more:

VENDOR NAME	Sep-26	FY2026
ACCURATE DRILLING SYSTEMS, INC	1,119,580.50	1,827,954.40
ADOBE INC.	4,079.28	4,117.26
AEST FIRE & SAFETY	47,646.12	48,172.12
AIM ENGINEERING & SURVEYING	2,131.72	61,056.55
AMERICAN FAMILY LIFE ASSR CO.	2,852.12	32,794.41
AMERICAN HERITAGE LIFE INS CO	2,992.48	37,360.97
BOARD OF CO.COMM. C/O HCSO	280,000.00	560,000.00
BRIDGE STREET AUTO PARTS, INC.	14,163.34	38,299.36
CENTURYLINK	2,914.78	15,099.49
Chemical Containers, Inc.	33,378.00	33,378.00
CITY OF LABELLE WATER AND SANI	6,455.62	77,651.04
CITY OF LABELLE, WATER & SANIT	10,654.23	46,511.45
Connecta Satellite Solutions	2,133.20	2,133.20
COUNTY TRANSPORTATION TRST FND	26,114.07	115,472.07
CPH CONSULTING, LLC	5,770.00	196,622.79
ESO SOLUTIONS, INC.	2,290.65	4,581.30
FIRST BANK OF CLEWISTON	187,303.00	266,464.22
FLORIDA MUNICIPAL PENSION TRST	23,112.53	320,633.62
FLORIDA POWER & LIGHT	91,445.31	546,388.19
FLORIDA RETIREMENT SYSTEM	34,797.72	475,740.81
FOUR WATERS ENGINEERING, INC	15,658.46	265,873.20
HENDRY CO BOARD COUNTY COMM	7,228.35	17,853.50
JLR FIRE INSPECTIONS LLC	3,166.00	37,992.00
K&B PUMP & ELECTRICAL, LLC	29,630.17	223,301.39
LABELLE FREE PUBLIC LIBRARY	11,250.00	45,000.00
LIGHTNING WIRELESS SOLUTIONS	42,273.62	121,988.86
M&S SPRAY FOAM INSULATION LLC	19,909.00	27,077.00
MCKENZIE LAWN SERVICE OF	14,000.00	14,000.00
NATIONAL RESCUE CONSULTANTS	3,000.00	9,850.00
policyBUILDERS, CORP	10,000.00	10,000.00
POSTMASTER - LABELLE, FL.	4,600.00	21,291.67
PROTECTED TRUST LLC	4,804.87	51,623.28
PUBLIC RISK MANAGEMENT	80,529.48	1,566,437.38
RCM UTILITIES, LLC	227,393.00	1,040,067.75
REVIZE LLC	3,400.00	3,400.00
RVE, INC. D/B/A RVI	24,346.30	109,268.80
TETRA TECH, INC	31,368.75	200,254.05
USDA RURAL DEVELOPMENT	563,970.00	577,556.81
VISION ACE HARDWARE-LABELLE	3,961.90	24,276.32
WASTE CONNECTIONS INC	102,927.00	1,177,798.16
WOLFF'S LAWN MACHINES INC	2,600.26	43,711.87
WOODARD & CURRAN INC	304,490.00	5,331,781.62
TOTAL	**3,410,321.83**	**15,630,834.91**

CITY OF LABELLE
CHECK REGISTER
Sep-26

Vendor name	2026/09	Other months	Fiscal year
34ED, LLC DBA CENTEGIX		13,000.00	13,000.00
A.MARINES ROAD SERV & TIRE INC	382.00	4,724.00	5,106.00
ACCENT BUSINESS PRODUCTS	743.85	2,732.93	3,476.78
Access Wireless Data Solutions		6,602.94	6,602.94
ACCURATE DRILLING SYSTEMS, INC	1,119,580.50	708,373.90	1,827,954.40
ADOBE INC.	4,079.28	37.98	4,117.26
ADORNO, ERICA MEGAN		16.50	16.50
ADVANCE AUTO PARTS	294.49	2,091.04	2,385.53
AEST FIRE & SAFETY	47,646.12	526.00	48,172.12
AGold Services, Inc.		340.00	340.00
AIM ENGINEERING & SURVEYING	2,131.72	58,924.83	61,056.55
AJAX PAVING INDUSTRIES OF FL		479.75	479.75
Aladtec, LLC		2,880.00	2,880.00
ALEXANDER, JASMINE JALIXSA		29.14	29.14
ALVARADO, JUAN MANUEL		136.74	136.74
AMAZON CAPITAL SERVICES		55,240.20	55,240.20
AMERICAN FAMILY LIFE ASSR CO.	2,852.12	29,942.29	32,794.41
AMERICAN HERITAGE LIFE INS CO	2,992.48	34,368.49	37,360.97
AMERICAN WATER WORKS ASSOC.		298.00	298.00
ANAHI GUERRA		205.00	205.00
ANGELA M GITCHEL		250.00	250.00
ANIMAL CARE EQUIPMENT		3,341.65	3,341.65
ANTHEM SPORTS, LLC		1,815.15	1,815.15
ARDON, LUIS SAMUEL		59.42	59.42
ARROBAS, JADE SARAH		83.10	83.10
ASH, NANCY OAKES		93.53	93.53
AUTO ZONE	17.45	270.27	287.72
BADCOCK		7.10	7.10
BADGER METER INC.	854.00	11,587.40	12,441.40
BARBER, KIMBERLY DAWN		7.19	7.19
BARBOZA, MARIO	138.68		138.68
BARRY'S POWER EQUIPMENT		2,700.28	2,700.28
BECKETT, SAVANA RAE MARGARET		94.08	94.08
BELL, IONIE		111.12	111.12
BERKOVITCH & BOUSKILA, PLLC		1,568.26	1,568.26
Bespoke Unlimited LLC DBA	60.50	525.90	586.40
BIG DADDY'Z TINTING INC		80.00	80.00
Bill Branch Chevrolet Inc.		41,893.50	41,893.50
BILLIE, CHRISTOPHER LEE		95.35	95.35
BOARD OF CO.COMM. C/O HCSO	280,000.00	280,000.00	560,000.00
BOARD OF COUNTY COMMISSIONERS		2,850.41	2,850.41
BOB DEAN SUPPLY, INC.		228.33	228.33
BOBBIE SPRATT		236.95	236.95
BOHLER ENGINEERING		1,000.00	1,000.00
BRECKENRIDGE, THOMAS JAY	221.66		221.66

Vendor name	2026/09	Other months	Fiscal year
BRENT STEVENS		983.82	983.82
BRIDGE STREET AUTO PARTS, INC.	14,163.34	24,136.02	38,299.36
BRIERS, JOHN MICHAEL		46.42	46.42
BRIONES, LAURA		65.00	65.00
BROWN'S WELDING LLC		1,960.00	1,960.00
BRYANT, DERRANAE JAANEL M		55.54	55.54
BRYANT, JUSTIN S & CATHERINE L		69.12	69.12
BUILDERS CHOICE SUPPLY INC		4,189.48	4,189.48
BUSINESS & PROFESSIONAL REG		2,612.03	2,612.03
BUSINESS SERVICES & SOLUTIONS		1,087.00	1,087.00
C.A.P. GOVERNMENT, INC	736.00	9,240.00	9,976.00
CAIN, REGINA		221.66	221.66
CALEB POLHILL		77.65	77.65
CALOOSA CATERING COMPANY INC	700.00	5,600.00	6,300.00
CALOOSA HUMANE SOCIETY	295.00	3,564.12	3,859.12
CALOOSA OUTDOORS LLC		117.81	117.81
CAMPBELL PET COMPANY		2,292.01	2,292.01
CAPTAINS QUICK LUBE		2,943.39	2,943.39
CARDIO PARTNERS INC		1,298.00	1,298.00
CARMONA, JENNIFER LYNN		50.00	50.00
CASSANDRA M RAMIREZ		500.00	500.00
CELIA SANCHEZ		500.00	500.00
CENTRAL FL EXPRESSWAY AUTH		13.42	13.42
CENTURYLINK	2,914.78	12,184.71	15,099.49
CHACON, NORMA		101.63	101.63
Chad Fussell		5,000.00	5,000.00
Champion Plumbing Sewer &		2,025.00	2,025.00
CHANNEL INNOVATIONS CORP.		2,130.98	2,130.98
CHAVARRIA, MARICELA		221.66	221.66
Chemical Containers, Inc.	33,378.00		33,378.00
CHRIST CENTRAL LABELLE INC		336.50	336.50
CISNEROS, SAVANNA MARIE		72.12	72.12
City Electric Supply Company	1,297.49	1,482.86	2,780.35
CITY OF LABELLE WATER AND SANI	6,455.62	71,195.42	77,651.04
CITY OF LABELLE, WATER & SANIT	10,654.23	35,857.22	46,511.45
CIVICPLUS LLC		18,708.98	18,708.98
CL NEWELL DEVELOPMENT LLC		1,332.76	1,332.76
CLARKE MOSQUITO CONTROL PROD		1,799.94	1,799.94
COMCAST	522.73	6,513.87	7,036.60
COMMUNICATIONS INTERNATIONAL		11,694.51	11,694.51
Connecta Satellite Solutions	2,133.20		2,133.20
COOPER, KELSEY NICOLE		44.18	44.18
CORDOVA, JORGE J		445.96	445.96
CORE & MAIN LP		122,355.21	122,355.21
COUNTRY RHYTHM CLOGGER'S CLUB		250.00	250.00
COUNTY TRANSPORTATION TRST FND	26,114.07	89,358.00	115,472.07
COX AIR CONDITIONING INC		726.00	726.00
COX, DEBORA LYNN		82.55	82.55
CPH CONSULTING, LLC	5,770.00	190,852.79	196,622.79
CRACKER COOKIN' & CATERIN'		16,159.26	16,159.26
CROWE, KRISTINE LAREE		22.53	22.53

Vendor name	2026/09	Other months	Fiscal year
CRUMB'S WELL DRILLING		9,303.00	9,303.00
CUELLAR, NELDA C		6.79	6.79
CULLIGAN WATER	244.50	2,579.50	2,824.00
Cummins Inc.		6,213.12	6,213.12
DAN CALLAGHAN ENTERPRISES INC		839.65	839.65
DATAMARS INC		516.56	516.56
DAVID HUBBARD		273.11	273.11
DELILAH A REYNA		687.50	687.50
DELL MARKETING L.P.		6,830.02	6,830.02
DENA R. PITTMAN, H.C.P.A		6,445.07	6,445.07
DEPT OF ENVIRONMENTAL PROTECT		500.00	500.00
DEPT OF JUVENILE JUSTICE	186.22		186.22
DEX IMAGING LLC	64.43	2,084.40	2,148.83
DIAMOND R FERTILIZER CO. INC	101.80		101.80
DIPOFI, RENA		45.60	45.60
DISABLED AMERICAN VETERANS		46.33	46.33
DOOPER POOPERS PORTA POTTIES		1,200.00	1,200.00
DOUG MORGAN		331.99	331.99
DUCHARME, NANCY		115.49	115.49
EARTHVIEW LLC		430.00	430.00
ECONO SIGNS LLC		742.84	742.84
EDMUNDS GOVTECH	514.00	33,472.26	33,986.26
EDWARDS, EARLE E III		77.12	77.12
Enterprise FM Trust		26,107.64	26,107.64
EquipmentShare.com, Inc.		109.92	109.92
ES TIRE CENTER, LLC	10.00	1,228.96	1,238.96
ESO SOLUTIONS, INC.	2,290.65	2,290.65	4,581.30
ESTATE OF DONNA HUST HODGES		102.41	102.41
EVERGLADES EQUIPMENT GROUP		195,611.64	195,611.64
EVERGLADES INSURANCE GROUP INC	88.33		88.33
FAJARDO RODRIQUEZ, DANIELA	427.52		427.52
FAST ACTION FENCING, LLC		15,200.00	15,200.00
FDOT		22.77	22.77
FELIPE FELIPE, CRISTINA		116.04	116.04
FERGUSON ENT-DBA POLLARDWATER		2,652.44	2,652.44
FGFOA		130.00	130.00
FIRE-DEX INC.		13,828.25	13,828.25
FIRST BANK OF CLEWISTON	187,303.00	79,161.22	266,464.22
FITCH & ASSOCIATES		6,050.00	6,050.00
FL DEPT OF ENVIRONMENTAL PROT.		225,571.18	225,571.18
FLORIDA ASSOC OF CODE ENF		280.00	280.00
FLORIDA DEPT OF REVENUE	4.76	504.03	508.79
FLORIDA FIRE CHIEFS' ASSOC.		375.00	375.00
FLORIDA LEAGUE OF CITIES		968.00	968.00
FLORIDA LEAGUE OF MAYORS		350.00	350.00
FLORIDA MUNICIPAL PENSION TRST	23,112.53	297,521.09	320,633.62
FLORIDA POWER & LIGHT	91,445.31	454,942.88	546,388.19
FLORIDA RETIREMENT SYSTEM	34,797.72	440,943.09	475,740.81
FONROCHE LIGHTING AMERICA INC		4,812.00	4,812.00
FOSTER & FOSTER INC.		4,550.00	4,550.00
FOUR WATERS ENGINEERING, INC	15,658.46	250,214.74	265,873.20

Vendor name	2026/09	Other months	Fiscal year
FREEMAN, HANNAH ALETHA		73.06	73.06
FROGS AUTO REPAIR DBA		7,460.90	7,460.90
GALLEGOS, LESLIE		4.52	4.52
GALLS, LLC		682.93	682.93
GARCIA, CHRISTIAN ALEJANDRO OR		96.73	96.73
GEORGE, ASHLEY		40.00	40.00
GERALD MIXON CONCRETE INC		17,496.96	17,496.96
GIDGET'S GOURMET GRUB		100.00	100.00
GLADES MEDIA COMPANY LLC		2,168.00	2,168.00
GLENN, NATHAN LEON III		83.10	83.10
GLOBAL BUSINESS GROUP J&L, LLC		221.66	221.66
GLOBE LIFE	446.88	4,811.67	5,258.55
GOMEZ, JANET		15.24	15.24
GONZALEZ MEDINA, ELIZABETH		27.86	27.86
GONZALEZ, VERONICA GUADALUPE		94.08	94.08
GOVERNMENT FORMS AND SUPPLIES		95.86	95.86
GRAHAM, STEPHANIE JANE		46.99	46.99
GRANADOS, DANIA		51.10	51.10
GrayRobinson Attorneys At Law		95,617.50	95,617.50
GREAT AMERICA FINANCIAL SVCS	691.92	3,688.17	4,380.09
GRECIA M MARROQUIN		500.00	500.00
GRESHAM, FELICIA		50.49	50.49
GUARDIAN COMMUNITY RESOURCE MG		15,474.55	15,474.55
GUFFEY,VIRGINA AMMONS		88.09	88.09
GULF COAST HUMANE SOCIETY	1,461.30	2,444.35	3,905.65
GUTIERREZ, KAYLA MARIE		58.76	58.76
GUZMAN RAMIREZ, JUAN CARLOS		94.08	94.08
H.L. BENNETT & ASSOCIATES, INC		392.50	392.50
HARDEE, COLSEN WISE		52.67	52.67
HARDY CHEVROLET GMC, INC		167,335.00	167,335.00
HARI DISCOUNT BEVERAGE		1,250.00	1,250.00
HARN R/O SYSTEMS, INC		9,363.70	9,363.70
HENDRY CO BOARD COUNTY COMM	7,228.35	10,625.15	17,853.50
HENDRY CO ECONOMIC DEV.COUNCIL		25,000.00	25,000.00
HENDRY COUNTY CATTLEMENS ASSOC		600.00	600.00
HENDRY COUNTY CLERK OF COURT		80.00	80.00
HENDRY COUNTY PUBLIC SAFETY		1,004.97	1,004.97
HENDRY COUNTY SHERIFF'S OFFICE		160,000.00	160,000.00
HENDRY COUNTY TAX COLLECTOR		22,855.41	22,855.41
HENDRY REGIONAL CORP. HEALTH		3,075.00	3,075.00
HENDRY-LABELLE REC BOARD		230,375.00	230,375.00
HENTSCHEL, AALIYAH		8.77	8.77
HERNANDEZ-LOPEZ, OSCAR		95.00	95.00
HERROLD, HANNA MARIE	84.04		84.04
HOEFFLIGER, ROGER & CAROL		60.39	60.39
HOMERO OLIVAREZ, JR	225.00	2,475.00	2,700.00
HOMETEAM PEST DEFENSE INC		5,054.40	5,054.40
HOPE OF SW FLORIDA		105.00	105.00
HUGO VARGAS		1,470.46	1,470.46
HUNTER TREE SERVICE		5,500.00	5,500.00
HUNTER, RAVEN SIMONE		167.16	167.16

Vendor name	2026/09	Other months	Fiscal year
IGLESIA CHRISTIANA RESTAURACIO		100.00	100.00
IGLESIA DE DIOS PENTECOSTAL		106.40	106.40
INDEPENDENT NEWSMEDIA INC USA		3,875.65	3,875.65
INDUSCO ENVIRONMENTAL		19,825.00	19,825.00
IPITOMY SMARTER BUSINESS COMMU	99.37	1,103.99	1,203.36
J RAMIREZ FAMILY SEPTIC INC		1,670.00	1,670.00
JACQUELINE RATICA		2,080.89	2,080.89
JASMIN LEON ORTIZ		500.00	500.00
JENNIFER HUBBARD		137.32	137.32
JEREMIA MUDGE		750.00	750.00
JESSICA A NOACK		100.00	100.00
JESSICA Y ESTRADA		250.00	250.00
JESUS OLVERA		500.00	500.00
JJB SOUTH LLC		20,000.00	20,000.00
JLR FIRE INSPECTIONS LLC	3,166.00	34,826.00	37,992.00
JOHN A. KOONS LOCKSMITHS		1,110.50	1,110.50
JOHN TO GO		1,950.00	1,950.00
JOHNSON, MOZETTA		105.00	105.00
JON HAMIL LLC		11,000.00	11,000.00
JONES, CAROL		50.00	50.00
JORGE L HERRERA ESCOBEDO		500.00	500.00
JULIE CRAICY WILKINS		1,333.80	1,333.80
K&B PUMP & ELECTRICAL, LLC	29,630.17	193,671.22	223,301.39
KATHARINA GAUSE	150.00	1,650.00	1,800.00
KELLY KEMLAGE		595.00	595.00
KELLY TRACTOR COMPANY		202.24	202.24
KENDRICK, NICOLAS SCOTT		62.08	62.08
KENNY GLISSON		40.00	40.00
KEVIN HOLLAND		776.74	776.74
KIMBERLY BARSELOU	302.50	416.59	719.09
KONE INC	659.99	2,487.84	3,147.83
KURBSIDE TREATS		575.00	575.00
LABELLE CHAMBER OF COMMERCE		175.00	175.00
LABELLE DOWNTOWN	1,741.00	19,451.00	21,192.00
LABELLE FORD		521.04	521.04
LABELLE FREE PUBLIC LIBRARY	11,250.00	33,750.00	45,000.00
LaBelle Garden Club Inc		4,878.30	4,878.30
LABELLE HERITAGE MUSEUM,INC.		14,625.00	14,625.00
LABELLE PROFESSIONAL CENTER		105.00	105.00
LABELLE RANCH SUPPLY		376.83	376.83
LASTER, HERMAN ALLEN OR		4.74	4.74
LAWRENCE H. O'FERRELL		1,700.00	1,700.00
LEE COUNTY SOLID WASTE	39.07	1,120.92	1,159.99
LEGACY MOSS LANDING LLC	316.85	121.52	438.37
LEGACY MOSS LANDING, LLC		74.06	74.06
LEGAL SHIELD	73.75	737.50	811.25
LIFE MINISTRIES OF LABELLE INC		100.00	100.00
LIGHTNING WIRELESS SOLUTIONS	42,273.62	79,715.24	121,988.86
LILLIAN M DAVENPORT	631.44	1,628.90	2,260.34
LISA AWBREY		1,562.92	1,562.92
LOPEZ, LENIA VALDEZ		73.21	73.21

Vendor name	2026/09	Other months	Fiscal year
LOVE, JONIKKA TIESHAY LEANN		105.06	105.06
LUIS ALBERTO HERNANDEZ GARCIA		0.17	0.17
LUMEN		7,230.25	7,230.25
LUNA FUELS HENDRY INC	200.17	824.19	1,024.36
LUNA, SEBASTIAN		158.43	158.43
Lydia Elio		42.00	42.00
M&S SPRAY FOAM INSULATION LLC	19,909.00	7,168.00	27,077.00
MAHONEY, MAUREEN	36.93		36.93
MANDY L ROBERTS		500.00	500.00
MARIA J GONZALEZ		500.00	500.00
MARTINEZ TREJO, MARIA DE LOS A		47.69	47.69
MARTINEZ, MARIO JR		32.55	32.55
MARY JO WILSON	142.50	1,567.50	1,710.00
MAULDIN & JENKINS LLC		45,500.00	45,500.00
MAYES, JOHN		46.75	46.75
MCE TRIPP ELECTRIC MOTORS, LLC		86,974.86	86,974.86
MCKENZIE LAWN SERVICE OF	14,000.00		14,000.00
MES SERVICE COMPANY LLC	1,384.00	63,784.29	65,168.29
MGL PRINTING SOLUTIONS		3,324.50	3,324.50
MOHAMMED, HAROON HANIFF		143.30	143.30
MONRO COMMERCIAL SOLUTIONS		7,086.07	7,086.07
MORENO, JESSE		65.00	65.00
MORRIS II, DARELD RAY	275.00		275.00
MORRISON, SCOTT MILES JR	9.39		9.39
MURPHY, WILLIAM & HEATHER		65.89	65.89
MUSTAFA, FATHI MOHAMAD	29.14		29.14
NATIONAL RESCUE CONSULTANTS	3,000.00	6,850.00	9,850.00
NATIONAL WATER MAIN CLEANING		1,098.95	1,098.95
NEWS-PRESS	1,556.66	2,841.50	4,398.16
NICKEPORCHEK, CATHERINE M. A.		104.51	104.51
NODAL, ELVIRA		46.42	46.42
OAKWOOD TERRACE LLC		140.00	140.00
OLGA PERALES MERCADO		500.00	500.00
OMNI TECHNOLOGIES ALLIANCE LLC		695.00	695.00
OPEN SKY PRODUCTIONS LLC		23,000.00	23,000.00
ORKIN, LLC	65.00	715.00	780.00
ORTIZ, ARELIS	15.45		15.45
OVERBERG PROPERTIES LLC		177.44	177.44
OVERHEAD DOOR CO OF FORT MYERS	280.00	700.00	980.00
PALM BEACH PLUMBING PARTS		421.36	421.36
PARRISH CATERING COMPANY LLC		2,250.00	2,250.00
PB03 Environmental Monitoring		3,670.00	3,670.00
PEQUENO, LIONEL		189.75	189.75
PEREZ HERNANDEZ, RIGOBERTO		28.20	28.20
PETTY CASH		1,200.00	1,200.00
PFM GROUP CONSULTING LLC		3,000.00	3,000.00
PHILLIPS A/C & HEATING SERVICE	1,039.00	13,986.00	15,025.00
PIERRO, CORINNE MARIE	105.06		105.06
PITNEY BOWES BANK INC	299.96	3,160.47	3,460.43
PITNEY BOWES GLOBAL FINANCIAL	203.70	1,328.46	1,532.16
PITNEY BOWES INC		236.76	236.76

Vendor name	2026/09	Other months	Fiscal year
PJM ROCK MINE & AGGREGATES LLC		1,465.61	1,465.61
policyBUILDERS, CORP	10,000.00		10,000.00
PORTERFIELD OIL COMPANY,INC.		375.00	375.00
POSITIVE PROMOTIONS INC.		1,115.50	1,115.50
POSTMASTER - LABELLE, FL.	4,600.00	16,691.67	21,291.67
PROJECT GRAPHICS, INC.		4,978.52	4,978.52
PROTECTED TRUST LLC	4,804.87	46,818.41	51,623.28
PUBLIC RISK MANAGEMENT	80,529.48	1,485,907.90	1,566,437.38
PULTE HOME COMPANY LLC		10.73	10.73
QUALITY 1 AUTO CARE INC	655.99	12,385.73	13,041.72
QUINONES MORALES, ORESTES		43.35	43.35
QUINTON WILLIS		430.15	430.15
RAY, TRICIA		94.84	94.84
RCM UTILITIES, LLC	227,393.00	812,674.75	1,040,067.75
RCMA		250.00	250.00
RE BORN CORP		1,817.25	1,817.25
RED PYRAMID PRODUCTIONS		300.00	300.00
REED, CALONDA DAWN		180.00	180.00
REGINO KARR		62.80	62.80
REINBOTT, RACHAEL SUZANNE		62.08	62.08
RELIABLE CONSTRUCTORS, INC.	1,043.28		1,043.28
REVIZE LLC	3,400.00		3,400.00
RICKY RESCUE TRAINING ACADEMY		4,250.00	4,250.00
RIOS SOBALVARRO, ALBA V		34.91	34.91
RODRIGUEZ RAMOS, EMERITA		62.08	62.08
RODRIGUEZ, MANUEL		42.59	42.59
ROJAS HUETO, JOSMERY LUCIA		76.22	76.22
RVE, INC. D/B/A RVI	24,346.30	84,922.50	109,268.80
S & H PAVING		1,047.57	1,047.57
SABELLA HOLDINGS LLC		49.12	49.12
SABELLLA HOLDINGS LLC		310.00	310.00
SAFELITE FULFILLMENT, LLC		636.57	636.57
SALGADO PACHECO, LUIS A		73.56	73.56
SAM GALLOWAY FORD		55,739.00	55,739.00
SANBECK, RAINAH JADE	62.08		62.08
SANTIAGO, JUAN RICARDO		93.53	93.53
SAUCEDA, JUAN JR		171.93	171.93
SCHLECHT, GERI WERNER		221.66	221.66
SECURITY FENCE OF SWFL INC		14,979.00	14,979.00
SERVANTEZ, JULIE LYNNE		71.57	71.57
SETTER, ANDREW EMERSON		2.12	2.12
SHAH, GIRISHKUMAR HIRACHANI		50.16	50.16
SHARON SANDERS WHITE		1,980.00	1,980.00
SHERWIN WILLIAMS CO.		5,435.23	5,435.23
SHORT, REBECCA ANN		31.35	31.35
SHRED-IT USA	209.34	2,875.72	3,085.06
SILUETA SPA ESTETICA, LLC		472.38	472.38
SINGH, JARNAIL		73.06	73.06
SOSA RIVERA, KARINA RAQUEL		94.08	94.08
SOUTH FL EMERGENCY VEHICLES		20,244.44	20,244.44
SOUTH WEST WELDING	960.00	2,200.00	3,160.00

Vendor name	2026/09	Other months	Fiscal year
SOUTHERN SEWER EQUIPMENT SALES	40.67	14,334.32	14,374.99
SOUTHERN STRIPING SOLUTIONS,		89,712.32	89,712.32
SOUTHLAND SITE DEVELOPERS INC		4,700.00	4,700.00
SOUTHWEST FL LEAGUE OF CITIES		250.00	250.00
SOUTHWEST FLORIDA SPAY NEUTER	96.38	1,003.14	1,099.52
SOX DEVELOPMENT, INC.	310.00		310.00
SPAN ENTERPRISES, LLC DBA		801.47	801.47
SPRATT AND ASSOCIATES LLC		50,000.00	50,000.00
ST OF FL. DISBURSEMENT UNIT	509.36	6,780.00	7,289.36
STATE CONTRACTOR & ENGINEERING		461.40	461.40
Stream LLC	109.99	479.30	589.29
SUAZO, LAMBERTO		345.50	345.50
SUGGS, GEORGE		140.27	140.27
SUMMIT FIRE & SECURITY LLC		2,490.85	2,490.85
SUNBELT WASTE EQUIPMENT LLC		4,727.67	4,727.67
SUNCREST SHEDS, INC		9,616.22	9,616.22
SUNNY GROVE LANDSCAPING		1,000.00	1,000.00
SUNSHINE STATE ONE CALL OF FL.		595.45	595.45
SUPPLYLINE		22,643.60	22,643.60
SURVIVAL ARMOR, INC.		830.00	830.00
TEMPCO PEST CONTROL		2,155.00	2,155.00
TEN-8 FIRE & SAFETY, LLC		1,974,067.48	1,974,067.48
TETRA TECH, INC	31,368.75	168,885.30	200,254.05
THE GARDEN PLACE-ESTERO		3,553.95	3,553.95
THE MAKER'S MOTIF INC.	176.00	12,879.20	13,055.20
THE NRA FOUNDATION INC		250.00	250.00
THE PAINT AUTHORITY, INC		3,500.00	3,500.00
THE PIN CENTER		2,700.00	2,700.00
THE WANDERLUST GROUP INC		3,500.00	3,500.00
TIJAUNA WARNER	540.00	2,384.49	2,924.49
T-MOBILE USA INC.	1,444.64	13,531.60	14,976.24
TOMAS MIGUEL,TELMA		90.76	90.76
TREVINO, SERGIO		145.17	145.17
TRIEST AG GROUP INC		1,932.70	1,932.70
TROONIN, NICHOLAS A JR & ANA M		106.78	106.78
TRUST LTPOF 309615-1-M		159.48	159.48
TYLER HAMILTON DR	102.00	256.00	358.00
ULINE		4,306.64	4,306.64
UNITED RENTALS, INC		546.92	546.92
UNITED WAY OF LEE COUNTY		246.00	246.00
UNITED WAY OF LEE COUNTY INC		500.00	500.00
US WATER SERVICE CORP		1,740,681.51	1,740,681.51
USA BLUEBOOK		21,529.80	21,529.80
USDA RURAL DEVELOPMENT	563,970.00	13,586.81	577,556.81
UTILITY SOLUTIONS & AUTOMATION		100,837.42	100,837.42
V & H CONSTRUCTION, INC		174.83	174.83
VALDES RUANO, AMANDA		83.10	83.10
VALERIE N DELEON		500.00	500.00
VERONICA ZAMUDIO		500.00	500.00
VETS TRANSITIONAL HOME HRY CTY		46.42	46.42
VILLA GOMEZ, RIGOBERTO		51.10	51.10

Vendor name	2026/09	Other months	Fiscal year
VILLANUEVA, JONATHAN		17.44	17.44
VISA		143,686.32	143,686.32
VISION ACE HARDWARE-LABELLE	3,961.90	20,314.42	24,276.32
VORTECH PHARMACEUTICALS, LTD.		1,176.00	1,176.00
WASTE CONNECTIONS INC	102,927.00	1,074,871.16	1,177,798.16
WATERWAY OF CENTRAL FL., LLC		2,509.20	2,509.20
WHITAKER, JUANITA GARCIA		116.04	116.04
WHITE, BRANDI LOUISE		46.13	46.13
WHITES FURNITURE AND APPLIANCE		755.00	755.00
WHITT, BRYCE MICHAEL		51.10	51.10
WILLIAM JONES		14.99	14.99
WILLIAMS-PACK, RYLEE MAE		62.08	62.08
WILLS, EMMA LEA		7.18	7.18
WINDMILL SPRINKLER CO., INC.	627.37	4,825.45	5,452.82
WINTERS, CHEYENNE HOPE		310.84	310.84
WOLFE, ISABELLA ANNALISA		116.04	116.04
WOLFF'S LAWN MACHINES INC	2,600.26	41,111.61	43,711.87
WOODARD & CURRAN INC	304,490.00	5,027,291.62	5,331,781.62
WOODFORD, DEBRA K		63.05	63.05
WOOSLEY, MARA GAIL		65.49	65.49
WORLD RISK MANAGEMENT		2,722.00	2,722.00
WRIGHT NATIONAL FLOOD INS CO		1,728.00	1,728.00
YDALIA M ANZUALDA		425.00	425.00
YVETTE M. WILLIAMS	62.28		62.28
ZALDIVAR, REBECCA CLAUDIA		84.37	84.37
ZAMBELLI FIREWORKS MFG.		25,000.00	25,000.00
ZAMORA RIVERA, MARIO RENE		92.56	92.56
ZANE MUNGILLO		495.20	495.20
ZORAIDA AGUIRRE		495.20	495.20
Fiscal year	**3,437,741.69**	**18,786,879.24**	**22,224,620.93**

CITY OF LABELLE

MINUTES

Local Planning Agency Meeting
Thursday, September 10, 2026, at 5:30 PM

LaBelle Commission Chambers
481 West Hickpochee Ave
LaBelle, FL 33975

CITY COMMISSION:

Vince Ross, Mayor
Kevin Holland, Commissioner
Jackie Ratica, Commissioner
Bobbie Spratt, Commissioner
Hugo Vargas, Commissioner

ADMINISTRATION:

Tijauna Warner, MPA, MMC, Deputy City Clerk
Derek Rooney, Esq., City Attorney
Mitchell Wills, Superintendent PW

Minutes

1. Call to Order

The meeting was called to order by Mayor Ross at 5:36 PM.

2. Roll Call

PRESENT
Commissioner Jackie Ratica
Commissioner Bobbie Spratt
Commissioner Hugo Vargas
Commissioner Kevin Holland
Mayor Vince Ross
City Attorney Vince Ross
City Clerk Tijauna Warner

3. New Business

A. ORDINANCE 2026-08 AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, PROVIDING FOR TRANSMITTAL OF AMENDMENTS TO THE CITY OF LABELLE COMPREHENSIVE PLAN; TO AMEND THE TEXT OF THE FUTURE LAND USE ELEMENT, TRAFFIC CIRCULATION ELEMENT, HOUSING ELEMENT, INFRASTRUCTURE ELEMENT, CONSERVATION ELEMENT, RECREATION AND OPEN SPACE ELEMENT, INTERGOVERNMENTAL COORDINATION ELEMENT, CAPITAL IMPROVEMENTS ELEMENT, CONCURRENCY MANAGEMENT ELEMENT, PUBLIC SCHOOL FACILITIES ELEMENT, ECONOMIC DEVELOPMENT ELEMENT AND PRIVATE PROPERTY RIGHTS ELEMENT; AMENDING THE FUTURE LAND USE MAP AND OTHER COMPREHENSIVE PLAN MAPS; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

Patty Kulak, Alexis Crespo and Rhea Hunter of RVI Planning, presented the Comprehensive Plan update. Ms. Cresco noted that the update is a state-required evaluation conducted every seven years to ensure local consistency with state law. She emphasized that the update was constrained by Senate Bill 180, which prohibits more restrictive development regulations through October 2027, and that any more robust changes desired by the commission or community would be deferred to a Phase 2 update following the lifting of that restriction.

Public Hearing Opened

No members of the public offered comment.

Public Hearing Closed

Motion made by Commissioner Vargas to approve the transmittal of Ordinance 2026-08, Seconded by Vice Mayor Ratica. Mayor Ross called for the question. A discussion ensued. Motion passed unanimously.
Voting Yea: Vice Mayor Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

B. ORDINANCE 2026-11 AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, PROVIDING FOR TRANSMITTAL OF A COMPREHENSIVE PLAN AMENDMENT RELATING TO

THE WATER SUPPLY FACILITIES WORK PLAN; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

Alexis Crespo presented this related item, explaining that the Lower West Coast Regional Water Supply Work Plan was adopted in 2022 and that the city is required to update its local Water Supply Facilities Work Plan to be consistent with the regional plan within 18 months of that adoption. The update was prepared in coordination with the South Florida Water Management District and must be transmitted to the state concurrently with the Comprehensive Plan amendment, with a 30-day review period.

Public Hearing Opened

No members of the public offered comment.

Public Hearing Closed

Motion made by Vice Mayor Ratica to approve transmittal of Ordinance 2026-11, Seconded by Commissioner Holland. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Vice Mayor Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

4. Adjournment

There being no further business to discuss, Mayor Ross adjourned the meeting at 6:13 PM.

_____
Vince Ross, Mayor

_____
ATTEST: Tijauna Warner, MPA, MMC, City Clerk

CITY OF LABELLE

MINUTES

City Commission & Tentative Budget Meeting
Thursday, September 10, 2026, at 5:30 PM

LaBelle Commission Chambers
481 West Hickpochee Ave
LaBelle, FL 33975

CITY COMMISSION:

Julie C. Wilkins, Mayor
Jackie Ratica, Commissioner
Kevin Holland, Commissioner
Bobbie Spratt, Commissioner
Hugo Vargas, Commissioner

ADMINISTRATION:

Tijauna Warner, MPA, MMC, Deputy City Clerk
Derek Rooney, Esq., City Attorney
Mitchell Wills, Superintendent PW

Minutes

1. Call to Order

The meeting was called to order by Mayor Ross at 5:30 PM.

2. Invocation and Pledge of Allegiance

Invocation by Commissioner Vargas and Pledge of Allegiance lead by Commissioner Ratica.

3. Roll Call

PRESENT
Commissioner Jackie Ratica
Commissioner Bobbie Spratt
Commissioner Hugo Vargas
Commissioner Kevin Holland
Mayor Vince Ross
City Attorney Derek Rooney
City Clerk Tijauna Warner

A. Swear-In Ceremony - The Honorable Mayor Vince Ross

B. Swear-In Ceremony - The Honorable Commissioner Jackie Ratica

Mayor Ross recessed the City Commission to convene the Local Planning Agency Meeting at 5:34 PM.

Mayor Ross reconvened the City Commission Meeting at 6:13 PM.

4. Additions of Emergency Basis From Mayor, Deletions and Approval of Agenda Items

Motion made by Commissioner Ratica to approve September 10, 2026 City Commission Agenda Items, Seconded by Commissioner Spratt. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

5. Presentations

A. National Diapers Week Proclamation

6. Consent Agenda Items for Consideration

(Any commissioner or citizen may request to have an item removed from the consent agenda and placed on the regular agenda for further discussion.)

A. Approval of August Check Register

B. Approval of *Month* Minutes:

August 13, 2026City Commission Budget Workshop Minutes

August 13, 2026 Local Planning Agency Meeting Minutes

August 13, 2026 City Commission Meeting Minutes

August 27, 2026 City Commission Budget Workshop & Special Meeting Minutes

C. Approval of Staff Reports:

-Fire Department- Chief Brent Stevens

-Building Department- Mark Lynch

-Code Enforcement- Zane Mungillo

D. 2025-2026 Bad Debt Write-Off

E. RCM Utilities LaBelle WWTP Lift Station

Motion made by Commissioner Spratt to approve Consent Agenda Items pulling Item D: Bad Debt Write-Off, Seconded by Commissioner Ratica. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

Commissioner Vargas raised concern over the $16,287 in utility bad debt proposed for write-off, noting that some accounts belong to individuals still residing in the city. He asked whether liens are placed on properties and whether the list could be published. A discussion ensued.

Motion made by Commissioner Vargas to approve Bad Debt Write-Off with addition deposit.

Commissioner Vargas withdrew his motion and the item was tabled to the October meeting.

7. Non-Public Hearing Items for Consideration

(Limited to 15 minutes per item: 3-5 minutes optional presentation time with the remaining time for discussion by the Commission)

A. Spratt & Associates Lobbying Service Agreement

Motion made by Commissioner Holland to approve a five-year extension of the Spratt & Associates Lobbying Service Agreement, Seconded by Commissioner Ratica. Motion passed (4-0).
Voting Yea: Commissioner Ratica, Commissioner Vargas, Commissioner Holland, Mayor Ross
Voting Abstaining: Commissioner Spratt

B. Correction of System-generated Budget Adjustment

Motion made by Commissioner Vargas to approve a budget amendment transferring fund balance from Fiscal Year 2025 to Fiscal Year 2026 to account for $46,000 in system-generated expenditures, Seconded by Commissioner Spratt. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

8. Public Hearings and/or Ordinances

A. RESOLUTION 2026-29 A RESOLUTION OF THE CITY OF LABELLE, FLORIDA, ALLOWING FOR A VARIANCE FROM THE DOWNTOWN CENTER ZONING DISTRICT DEVELOPMENT REGULATIONS ESTABLISHED IN LAND DEVELOPMENT CODE FOR BUILD-TO LINE AND FRONTAGE PERCENTAGE REQUIREMENTS AT THE SUBJECT PROPERTY LOCATED AT 100 N. LEE STREET, IN THE CITY OF LABELLE, FLORIDA; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Derek Roone read Resolution 2026-29 title into the record.

Patty Kulak gave a brief explanation of Resolution 2026-29.

Public Hearing Open

Comments made by: Julie Wilkins (resident) expressed concerns about tree preservation.

Public Hearing Closed

Motion made by Commissioner Vargas to approve Resolution 2026-29, Seconded by Commissioner Holland. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

B. RESOLUTION 2026-31 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA, SETTING THE PROPOSED MILLAGE RATE FOR FISCAL YEAR 2026 – 2027 PURSUANT TO SECTION 200.065, FLORIDA STATUTES, TOGETHER WITH A ROLL-BACK RATE; ESTABLISHING THE DATE, TIME, AND PLACE OF PUBLIC HEARINGS TO CONSIDER THE PROPOSED MILLAGE RATE AND TENTATIVE BUDGET FOR FISCAL YEAR 2026 – 2027; PROVIDING FOR AN EFFECTIVE DATE.

Derek Roone read Resolution 2026-31 title into the record.

Lilly Davenport gave a brief explanation of Resolution 2026-31.

Public Hearing Open

Comments made by: Jim Galli (resident) expressing concerns with rollback rate and mailers.

Public Hearing Closed

Motion made by Commissioner Spratt to approve Resolution 2026-31, Seconded by Commissioner Vargas. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

C. RESOLUTION 2026-32 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA PROVIDING FOR THE ADOPTION OF THE TENTATIVE MUNICIPAL BUDGET FOR THE FISCAL YEAR 2026-2027; AND PROVIDING FOR AN EFFECTIVE DATE.

Derek Roone read Resolution 2026-32 title into the record.

Lilly Davenport gave a brief explanation of Resolution 2026-29.

Public Hearing Open

No public comment was received.

Public Hearing Closed

Motion made by Commissioner Vargas to approve Resolution 2026-32, Seconded by Commissioner Holland. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

D. RESOLUTION 2026-33 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA AMENDING RESOLUTION NO. 2026-07 ADOPTED APRIL 9, 2026 WITH RESPECT TO ITS PROPOSED WATER AND SEWER REVOLVING CREDIT BOND, SERIES 2026; INCREASING THE AUTHORIZED INTEREST RATE OF SAID BONDS TO A RATE NOT TO EXCEED ___% PER ANNUM; AND PROVIDING AN EFFECTIVE DATE.

Derek Roone read Resolution 2026-33 title into the record.

Patty Kulak gave a brief explanation of Resolution 2026-33.

Motion made by Commissioner Vargas to approve Resolution 2026-33, Seconded by Commissioner Spratt. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

E. ORDINANCE 2026-08 *(first reading*) AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, PROVIDING FOR TRANSMITTAL OF AMENDMENTS TO THE CITY OF LABELLE COMPREHENSIVE PLAN; TO AMEND THE TEXT OF THE FUTURE LAND USE ELEMENT, TRAFFIC CIRCULATION ELEMENT, HOUSING ELEMENT, INFRASTRUCTURE ELEMENT, CONSERVATION ELEMENT, RECREATION AND OPEN SPACE ELEMENT, INTERGOVERNMENTAL COORDINATION ELEMENT, CAPITAL IMPROVEMENTS ELEMENT, CONCURRENCY MANAGEMENT ELEMENT, PUBLIC SCHOOL FACILITIES ELEMENT, ECONOMIC DEVELOPMENT ELEMENT AND PRIVATE PROPERTY RIGHTS ELEMENT; AMENDING THE FUTURE LAND USE MAP AND OTHER COMPREHENSIVE PLAN MAPS; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

Derek Roone read Ordinance 2026-08 title into the record.

Patty Kulak gave a brief explanation of Ordinance 2026-08.

Public Hearing Open

No public comment was received.

Public Hearing Closed

Motion made by Commissioner Vargas to approve transmitting Ordinance 2026-08, Seconded by Commissioner Spratt. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

F. ORDINANCE 2026-01 *(first reading)* AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT TO THE FUTURE LAND USE MAP FOR A 1.58+/-ACRE TRACT GENERALLY LOCATED NORTH AND SOUTH OF WEST YEOMANS AVENUE, NORTH OF WEST HICKPOCHEE AVENUE, AND WEST OF NORTH MAIN STREET; AMENDING THE COMPREHENSIVE PLAN DESIGNATION FOR THE PROPERTIES FROM “DOWNTOWN DISTRICT”

DESIGNATION TO “COMMERCIAL” DESIGNATION; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

G. ORDINANCE 2026-02 *(first reading)* AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, AMENDING THE CITY OF LABELLE ZONING MAP FOR A 1.58+/-ACRE TRACT GENERALLY LOCATED NORTH AND SOUTH OF WEST YEOMANS AVENUE, NORTH OF WEST HICKPOCHEE AVENUE, AND WEST OF NORTH MAIN STREET, AMENDING THE ZONING DESIGNATION FROM PLANNED UNIT DEVELOPMENT (PUD) AND DOWNTOWN BUSINESS DISTRICT (DBD) ZONING DISTRICT TO PLANNED UNIT DEVELOPMENT (PUD) ZONING DISTRICT, PROVIDING FOR IDENTIFICATION OF THE SUBJECT PROPERTY; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Derek Roone read Ordinance 2026-01 and Ordinance 2026-02 title into the record.

Patty Kulak gave a brief explanation of Ordinance 2026-01 and Ordinance 2026-02.

Public Hearing Open

Comments made by: Joe Leon (resident) in-favor, Allen Pickles (resident) not in-favor, Selena Parrish (resident) not in-favor, and Bianca Ross (resident) not in-favor.

Public Hearing Closed

No formal vote was taken on these first reading items; they were advanced to second reading by procedural agreement.

H. ORDINANCE 2026-11 (first reading) AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, PROVIDING FOR TRANSMITTAL OF A COMPREHENSIVE PLAN AMENDMENT RELATING TO THE WATER SUPPLY FACILITIES WORK PLAN; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

Derek Roone read Ordinance 2026-11 title into the record.

Patty Kulak gave a brief explanation of Ordinance 2026-11.

Public Hearing Open

No public comment was received.

Public Hearing Closed

Motion made by Commissioner Ratica to approve transmittal of Ordinance 2026-11, Seconded by Commissioner Spratt. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

I. ORDINANCE 2026-12 *(first reading)* AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, AMENDING CHAPTER 8.7, HISTORIC PRESERVATION, OF THE CITY OF LABELLE CODE OF ORDINANCES, TO CONFORM THE CITY’S HISTORIC PRESERVATION PROGRAM TO THE REQUIREMENTS OF THE CERTIFIED LOCAL GOVERNMENT PROGRAM UNDER 36 CFR PART 61; REVISING THE COMPOSITION, TERMS, AND DUTIES OF THE HISTORIC PRESERVATION BOARD; ADDING PROVISIONS FOR PUBLIC MEETINGS, STATE REPORTING, NATIONAL REGISTER NOMINATIONS, AND STANDARDS COMPLIANCE; UPDATING REFERENCES TO STATE AGENCIES; ADOPTING DESIGN GUIDELINES BY REFERENCE; ESTABLISHING AN AD VALOREM TAX EXEMPTION FOR THE REHABILITATION OF HISTORIC PROPERTIES

UNDER SECTION 196.1997, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

Derek Rooney read Ordinance 2026-12 title into the record.

Jerika Mungillo gave a brief explanation of Ordinance 2026-12.

No formal vote was taken on these first reading items; they were advanced to second reading by procedural agreement.

J. ORDINANCE 2026-09 *(second reading)* AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA; AMENDING THE CITY OF LABELLE CODE, CHAPTER 14, ARTICLE V, MUNICIPAL DOCK; AND CREATING SECTION 14-88, PROHIBITED ACTIVITES WITHIN THE MUNICIPAL DOCK; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR PROHIBITED ACTIVITIES, ENFORCEMENT, AND PENALTIES; PROVIDING FOR RATIFICATION OF PRIOR ACTIONS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

Derek Roone read Ordinance 2026-09 title into the record.

Zane Mungillo gave a brief explanation of Ordinance 2026-99.

Public Hearing Open

No public comment was received.

Public Hearing Closed

Motion made by Commissioner Spratt to approve Ordinance 2026-09, Seconded by Commissioner Ratica. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

K. ORDINANCE 2026-10 *(second reading)* AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA; AMENDING THE CITY OF LABELLE CODE, CHAPTER 6, FIRE PREVENTION, ARTICLE II, FIRE PREVENTION AND LIFE SAFETY STANDARDS; AMENDING SECTIONS 6-12, CODE ADOPTED; APPLICABILITY, AND 6-13, AMENDMENTS TO FIRE PREVENTION CODE; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR THE ADOPTION OF THE CURRENT EDITION OF THE FLORIDA FIRE PREVENTION CODE AND RELATED STANDARDS; PROVIDING FOR RATIFICATION OF PRIOR ACTIONS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

Derek Roone read Ordinance 2026-10 title into the record and gave a brief description.

Public Hearing Open

No public comment was received.

Public Hearing Closed

Motion made by Commissioner Spratt to approve Ordinance 2026-10, Seconded by Commissioner Vargas. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

9. Public Comment on Non-Agenda Items

(Limited to 3 minutes per person)

No public comments.

10. City Related Business by Commissioners

11. Adjournment

Motion made by Commissioner Spratt to adjourn the meeting, Seconded by Commissioner Ratica. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Commissioner Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

There being no further business to discuss, Mayor Wilkins adjourned the meeting at 8:59 PM.

_____
Vince Ross, Mayor

_____
ATTEST: Tijauna Warner, MPA, MMC, City Clerk

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
Spratt, Bobbie	LaBelle City Commission
MAILING ADDRESS PO Box 1283	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY
CITY LaBelle COUNTY Hendry	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED	MY POSITION IS: ☒ ELECTIVE ☐ APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * * * * * * * * * * * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * * * * * * * * * * * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Bobbie Spratt, hereby disclose that on September 10th, 20 26:

(a) A measure came or will come before my agency which (check one or more)

___ inured to my special private gain or loss;

___ inured to the special gain or loss of my business associate, _____;

X inured to the special gain or loss of my relative, Joseph R. Spratt;

___ inured to the special gain or loss of _____, by whom I am retained; or

___ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

9-10-26
Date Filed

Bobbie Spratt
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.

CITY OF LABELLE

MINUTES

City Commission Final Budget Special Meeting
Thursday, September 17, 2026, at 5:30 PM

LaBelle Commission Chambers
481 West Hickpochee Ave
LaBelle, FL 33975

CITY COMMISSION:

Vince Ross, Mayor
Kevin Holland, Commissioner
Jackie Ratica, Commissioner
Bobbie Spratt, Commissioner
Hugo Vargas, Commissioner

ADMINISTRATION:

Tijauna Warner, MPA, MMC, Deputy City Clerk
Derek Rooney, Esq., City Attorney
Mitchell Wills, Superintendent PW

Minutes

1. Call to Order

The meeting was called to order by Mayor Ross at 5:30 PM.

2. Roll Call

PRESENT

Vice Mayor Jackie Ratica
Commissioner Bobbie Spratt
Commissioner Hugo Vargas
Commissioner Kevin Holland
Mayor Vince Ross
City Attorney Derek Rooney
City Clerk Tijauna Warner

3. Invocation and Pledge of Allegiance

Invocation by Commissioner Vargas and Pledge of Allegiance lead by Commissioner Ratica.

4. New Business

A. RESOLUTION 2026-35 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF LABELLE FOR FISCAL YEAR 2026 – 2027 PURSUANT TO SECTION 200.065, FLORIDA STATUTES; AND PROVIDING FOR AN EFFECTIVE DATE.

Derek Rooney read Resolution 2026-35 title into the record.

Public Hearing Open
No public comment was received.
Public Hearing Closed

Motion made by Commissioner Spratt to approve Resolution 2026-35, Seconded by Vice Mayor Ratica. Mayor Ross called for the question. Motion passed unanimously. Voting Yea: Vice Mayor Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

B. RESOLUTION 2026-36 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA; HENDRY COUNTY, FLORIDA; ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR 2026-2027; AND PROVIDING FOR AN EFFECTIVE DATE.

Derek Rooney read Resolution 2026-36 title into the record.

Public Hearing Open
No public comment was received.
Public Hearing Closed

Motion made by Vice Mayor Ratica to approve Resolution 2026-36, Seconded by Commissioner Vargas. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Vice Mayor Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

5. Adjournment

Motion made by Vice Mayor Ratica to adjourn the meeting, Seconded by Commissioner Vargas. Mayor Ross called for the question. Motion passed unanimously.
Voting Yea: Vice Mayor Ratica, Commissioner Spratt, Commissioner Vargas, Commissioner Holland, Mayor Ross

There being no further business to discuss, Mayor Wilkins adjourned the meeting at 5:36 PM.

_____
Vince Ross, Mayor

_____
ATTEST: Tijauna Warner, MPA, MMC, City Clerk

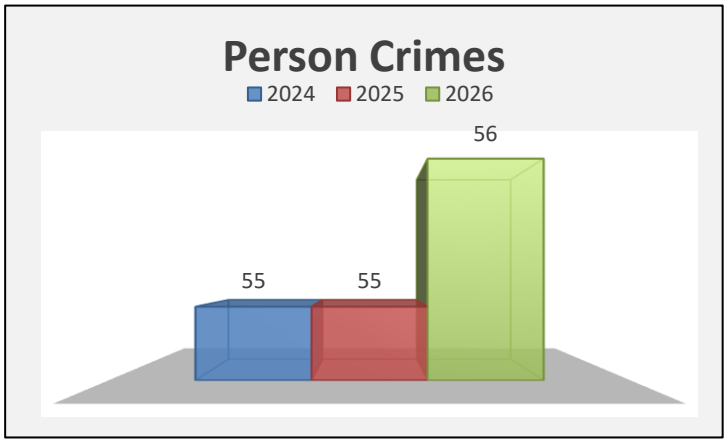
Hendry County Sheriff's Office

City of LaBelle Crime Report for October 2026 Meeting

Dates: 09/01/2026-09/27/2026

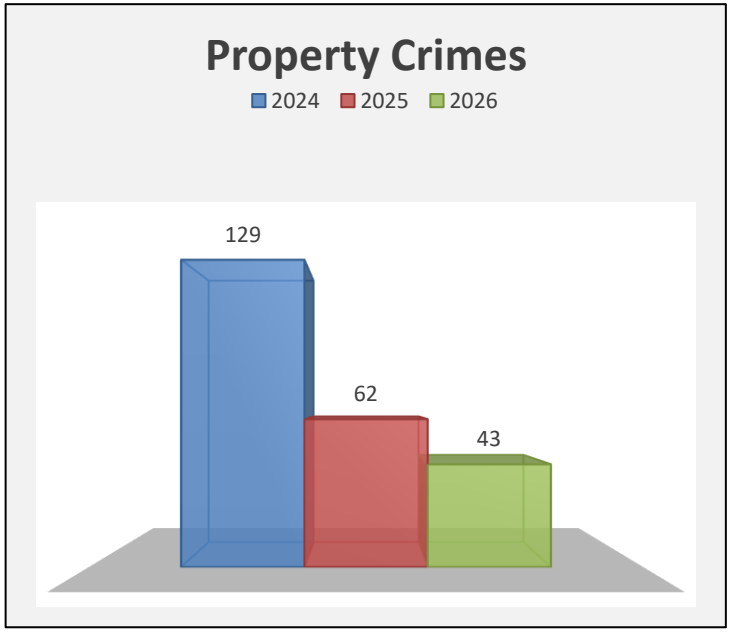
Person Crimes	Sept	Aug	July	June
Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Crime	1	1	1	0
Assault	0	1	0	1
Battery - Simple	2	2	3	1
Domestic	3	3	3	1
TOTAL	**6**	**7**	**7**	**3**

YTD 2026	YTD 2025	YTD 2024
0	0	0
0	0	1
7	9	11
6	10	3
15	16	24
28	20	16
56	**55**	**55**

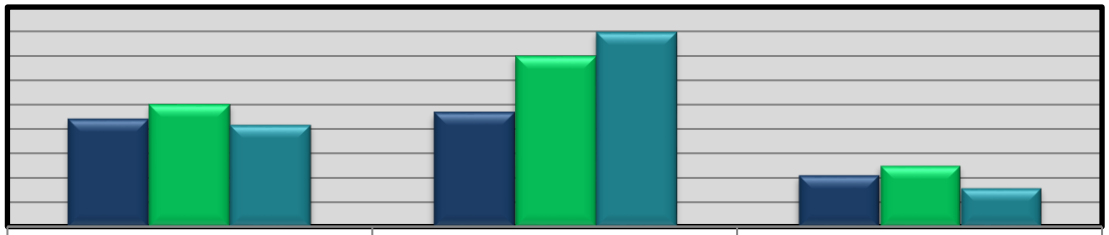


Property Crimes	Sept	Aug	July	June
Stolen Vehicle	0	1	3	1
Theft				
- Construction	0	0	0	0
- Residential	2	3	1	2
- Business/Retail	0	0	1	0
Burglary				
- Residential	1	0	0	0
- Business	0	0	0	0
- Vehicle	0	0	0	0
Criminal Mischief	3	0	1	0
TOTAL	**6**	**4**	**6**	**3**

YTD 2026	YTD 2025	YTD 2024
7	11	12
1	0	2
14	17	40
3	6	21
6	5	7
1	2	5
3	5	22
8	16	20
43	**62**	**129**

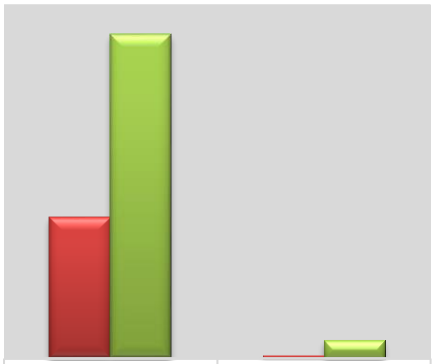


Year-to-Date Call Summary, by District



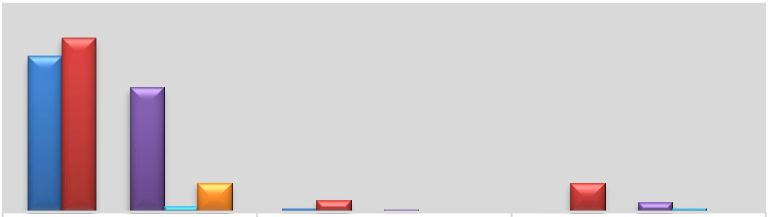
	District 1	District 2	City of LaBelle
2024	43,856	46,656	21,021
2025	50,277	69,989	25,051
2026	42,045	79,834	16,066

City Units



	CAD Calls	Offense Reports
D/S Hull	48	1
D/S Camacho	110	6

City of LaBelle



	D1 Deputies	D/S Hull	D/S Camacho
Business Checks	299	6	2
Residential Checks	334	22	55
Security Checks	1	0	0
Traffic Stops	239	4	19
Warrants	11	0	6
Arrests	56	0	0

LABELLE FIRE DEPARTMENT
CHIEF BRENT R. STEVENS
863-675-1537
bstevens@citylabelle.com
jhubbard@citylabelle.com
280 S Main St LaBelle, FL 33935

Agenda Items

LaBelle Fire Department Response:

- September Calls- 50
- Public Relation Events-2

Engine Status

- All Engines are in working order

Truck Repairs

- All trucks are in working order.

County Response

- LaBelle Fire Department has responded 92 times for mutual aid to outlining areas since 10/1/2025.

Station

- Station Hardening- permits have been issued & construction has begun.

Thank You,

Chief Brent Stevens
LaBelle Fire Department
863-234-8639

Range: PID: First to Last Range of Util Accounts: First to Last
: Range of Customers: First to Last
:
Range of Codes: BUI to BUI Range of Years: First to 2027 Range of Periods: 1 to 12
Range of Batch Ids: First to Last Range of Dates: 09/01/26 to 09/28/26
Range of Reference #s: First to Last Range of Sections: First to Last Name to Print: Bill To
Print Ref Num: N
Payment Type Includes: Sp Charges: Y Prop Lien: N Sp Assmnt: Y Water: Y Sewer: Y
Voucher Agency: Y Garbage: Y Invoice: Y
Misc: Y
Payment Method Includes: Cash: Y Check: Y Credit: Y Voucher: N VT: Y
Range of Installment Due Dates: First to Last
Print Only Miscellaneous w/Parcel Id: N Sort Miscellaneous Payments by Utility Account: N
Print Only Miscellaneous w/Utility Id: N

Code	Description	Count	Principal				Interest	Total
			Arrears/Other	Fiscal 2025	Fiscal 2026	Fiscal 2027		
BUI	BUILDING DEPT PYMTS	96	6,032.30	0.00	0.00	0.00	0.00	6,032.30
	Invoice Payments	96	6,032.30	0.00	0.00	0.00	0.00	6,032.30
	Payments Total:	96	6,032.30	0.00	0.00	0.00	0.00	6,032.30
	Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
	NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
	Total:	96	6,032.30	0.00	0.00	0.00	0.00	6,032.30

Total Cash:	0.00
Total Check:	4,851.10
Total Credit:	0.00
Total V Term:	1,181.20

Range: First to Last Issue Date Range: 09/01/26 to 09/28/26 **Indicates payment is in batch

NOTE: Too many Building Codes included in this report. The totals are correct, but please print to Excel to see the complete detail.

	Alteration Cost	New Volume		BP D2Y BUILDING MECHANICAL PLAN REVIEW	BP D2Z CONTRACTOR RSRC PL ROW PLANNING	TOTAL ELECTRICAL PL UA LT PLUMBING
Grand Totals:	436,865.54	0	PAID:	0.00	0.00	7,877.94
		0.00		3,340.86	0.00	450.60
				439.00	0.00	0.00
				0.00	3,267.16	240.00
			PERMIT COUNT:	0	0	21
				17	0	3
				4	0	0
				0	2	3

BP SURC2 - Bldg Code Admin & Inspect Brd

1. Number of permits issued at the minimum surcharge rate 14 x $2	$ 28.00
2. Permit fees collected at other than minimum surcharge	$ 3,372.76
3. Surcharge amount due (1.5% of line 2 or line 2 x 1.5)	$ 50.59
4. Total of Lines 1 & 3	$ 78.59
5. Less surcharge amount retained (10% of line 4 or line 4 x 0.10)	$ 7.86
6. Surcharge amount due (line 4 less line 5)	$ 70.73

BP SURCH - FL Building Commission Surchar

1. Number of permits issued at the minimum surcharge rate 14 x $2	$ 28.00
2. Permit fees collected at other than minimum surcharge	$ 3,372.76
3. Surcharge amount due (1.0% of line 2 or line 2 x 0.010)	$ 33.73
4. Total of Lines 1 & 3	$ 61.73
5. Less surcharge amount retained (10% of line 4 or line 4 x 0.10)	$ 6.17
6. Surcharge amount due (line 4 less line 5)	$ 55.56

*NOTE: This report contains only PAID & WAIVED fees.

Hugo Vargas
Commissioner

Jackie Rati…
Commissioner

Kevin Holland
Commissioner

Bobbie Spratt
Commissioner

"The City of Oaks"

Vince Ross
Mayor

MONTHLY STAFF REPORT

Code Enforcement - September 2026 Brief Summary

Code Enforcement remained active throughout September, ending the reporting period with 116 open cases. Staff opened 12 new cases, closed 26 cases, and conducted 126 site inspections. Inspection activity included follow-up inspections on open cases, complaint-based inspections, proactive enforcement activities, and site walk-throughs with property owners.

The department was tracking 131 individual open violations at the end of the reporting period. Staff continued to emphasize voluntary compliance while pursuing formal enforcement when necessary. Enforcement and administrative activity included courtesy notices, notices of compliance, hearing changes, zoning postings, and lien research. September also included a new activity being tracked in the monthly report: 10-day abandoned vehicle towing warnings. Staff issued seven warning tags during the month as part of enforcement involving abandoned vehicles. City Dock activity remained limited during September, with one reservation and $36.16 in revenue deposited. Safety and Emergency Management activity was limited during the reporting period. As part of ongoing facility security improvements, Knox Box doors were returned to the manufacturer for rekeying to ensure proper keying and access for emergency response personnel.

Overall, the department maintained a steady level of enforcement and inspection activity during September while continuing to reduce and resolve active cases.

Zane Mungillo
Code Enforcement Officer

City of LaBelle
P.O. Box 458 LaBelle, Florida 33975 Phone (863) 675-2872
www.citylabelle.com

MONTHLY STAFF REPORT

Department: Code Enforcement
Reporting Period: September 2026

CODE ENFORCEMENT ACTIVITY

Total Open Cases at Month End:	**116**
New Cases Opened:	**12**
Cases Closed:	**26**

Enforcement actions taken during the month include

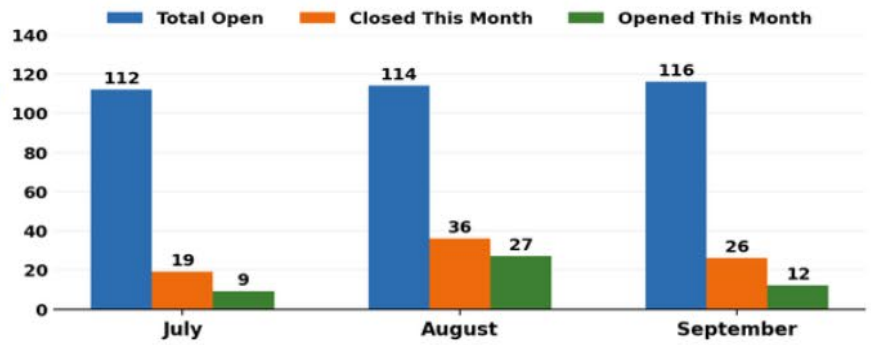
Courtesy Notices Issued:	**1**
Notices of Compliance Issued:	**3**
Notices of Hearing Changes:	**6**
10-Day Abandoned Vehicle Towing Warnings:	**7**

Additional enforcement and administrative actions:

Zoning Postings:	**1**
Lien Searches Conducted:	**1**

CODE ENFORCEMENT CASE ACTIVITY COMPARISON

(July - August - September 2026)



INSPECTIONS & ENFORCEMENT ACTIVITY

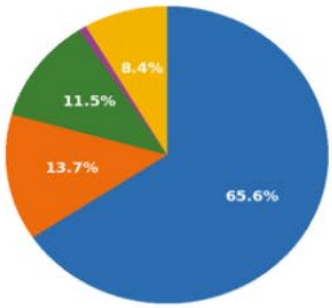
Total Site Inspections Conducted:	**126**

Inspections included follow-up inspections on open cases, complaint-based inspections, proactive enforcement activities, and site walk-throughs with property owners.

CODE ENFORCEMENT VIOLATIONS - TOTAL OPEN VIOLATIONS

(September 2026)

TOTAL OPEN VIOLATIONS: 131



Violation Category	Total
Public Nuisance	86
Florida Building Code	18
Zoning	15
Unsafe Structures	1
Other	11
TOTAL	131

REPORTING METHODOLOGY UPDATE

Violations are counted individually rather than by property. Properties with multiple violations are reflected separately for each violation.

Blank entries in the source pivot table are excluded from the reported open-violation total.

CODE ENFORCEMENT VIOLATIONS - TOTAL OPEN VIOLATIONS

(September 2026)



CITY DOCK ACTIVITY

City Dock activity during the reporting period included:

Total Reservations:	**1**
Total Revenue Deposited:	**$36.16**

Revenue reflects monies deposited during the reporting period.

SAFETY & EMERGENCY MANAGEMENT

- **Knox Box doors were returned to the manufacturer for rekeying to ensure proper keying and access for emergency response personnel.**

SUMMARY

Woodard & Curran

Monthly Status Report August 2026

City of LaBelle, FL





City of LaBelle
Under The Oaks Since 1925

Prepared for
Mayor Vince Ross

September 30, 2026

woodardcurran.com
COMMITMENT & INTEGRITY DRIVE RESULTS

Woodard & Curran

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EXECUTIVE SUMMARY

This Monthly Status Report covers the reporting period from August 1st, 2026, through August 31st, 2026. August 2026 was another successful month of operations at the City of LaBelle's Water and Wastewater Project. "SAFETY" is always the number one priority at Woodard & Curran and as of August 31st, W&C staff have worked a total of 1763 days without lost time or recordable incident. In August, all the required monthly safety training was completed on time.

Woodard & Curran Regional Office

Woodard & Curran's local office location:
1511 N Westshore Blvd.
Tampa, FL 33607

Meetings

W&C project staff meet at the Water Plant every Monday and Friday mornings in person and every Tuesday through Thursday mornings remotely to discuss and plan the operational events of the day and discuss a daily tailgate safety topic. Other meetings held:

- 08/04/26: Water and Wastewater Scada Meeting
- 08/05/26: City, County, and W&C staff attended a "Lift Station Control Panel" training course
- 08/06/26: 1st Thursday Engineering and O&M Meeting
- 08/07/26: Biweekly Lift Station Rehab Meeting
- 08/20/26: 3rd Thursday Engineering and O&M Meeting
- 08/21/26: Biweekly Lift Station Rehab Meeting
- 08/25/26: WWTP Consent Order Discussion
- 08/28/26: Lift Station Rehab Budget Review

Vendors

W&C continues to reach out to potential project vendors to continue the Independent Contractor Agreement (ICA) and Purchase Order (PO) process. As invoices are received from the city, W&C starts the application process to create POs for each vendor. As of August 2026, the following vendors have been added to a W&C PO and/or (ICA) Independent Contractor Agreement.

TABLE ES1-1: VENDORS

Vendor Name and Address
PSI Technologies, Jeremy Fisher, 239-645-2698 3520 Investment Lane Unit 33 Riviera Beach FL 33404
Calusa Environmental, Trina Moore, 863-465-7155 PO Box 1347 LaBelle, FL 33975
Miller Septic North Environmental Inc. Lydia Billips 386-673-5550 19420 Doris Ln North Fort Myers, FL 33917
Restoration & Protective Solutions LLC. Peter Giustina II 941-575-1255 12705 Tamiami Trail Punta Gorda, FL 33955
Advanced Lift station services, Brett 239-292-6406, 1-888-993-5438

Vendor Name and Address
1871 Pine Ave Alva FL 33920
Pittsburg Tank & Tower Group Maintenance Division, Dennis Paquet dpaquet@pttg.com P: 270-826-9000 Ext: 4604 |F: 270-215-5713 PO Box 1849 Henderson, KY 42419
CEC Controls Mark Bilbrey MBilbrey@ceccontrols.com (Cell 615-207-2409) 5306 4th Ave. Cir. E. Bradenton FL 34208
DM Integration Solutions, LLC Emily Dunn edunn@dmintegrationsolutions.com (Cell 207-899-5814) 10716 Bridegate Heights Loop San Antonio, FL 33576
Porterfield Oil Company Inc. 863-675-0565 1397 SR 29 South LaBelle FL 33935
Security Fence of SWFL, Pam Pletcher ((239) 369-5551 office), ((239) 340-6682 cell).
Indusco Environmental, Mike Thompson 251-621-2338 sales@induscoenviro.com 30914 Jay Drive, Spanish Fort AL. 36527
Hands Free Security, Service Department Service@handsfreellc.com (239-351-2871) 6063 Janes Lane Naples FL 34109
Trinova Inc., 4485 Laughlin Dr South Mobile AL 36693 2401 Draine Field Rd Lakeland FL 33811 (863-682-4500)
Southwest Ag Environmental LLC Tifton Holt 6755 State Road 80 LaBelle FL, 33935. (863) 885-4993 tkh@sw-env.com
MEEKS Plumbing Inc. 5555 US Highway 1Suite 1, Vero Beach, FL 32967
Kyle Meeks PHONE: (772) 569-2285 FAX: (772) 569-7647
Florida Utility Solutions, LLC; Mitch Gilbert; 239-513-0445 15275 Collier Blvd. Suite 201, Naples, Fl. 34119
Wilbanks Mechanical LLC; Mike Wilbanks; (863) 269-3199; wilbanksmechanical@yahoo.com 25069 Marine Avenue Sebring, Fl. 33875
BAR Environmental, Inc.; Darien Rorabeck; (615)-373-0788; drorabeck@barenviro.com 100 Winners Circle Brentwood, TN. 37027

1. SAFETY

1.1 Monthly Safety Training

Woodard & Curran provides monthly safety training for all employees. Upon being hired, all new LaBelle employees receive an extensive array of health & safety training topics to get them fully up to speed on health and safety requirements. The safety topic for August 2026 was "Emergency Eyewash and Deluge Stations". Additionally, Woodard & Curran staff members hold regular safety meetings. Each workday a brief general safety topic will be discussed as well as any unusual conditions existing at the plants and any additional safety concerns that should be considered given those conditions.

All Woodard & Curran personnel assigned to the LaBelle project are participating in the (SPARKS) program. Employees who stay current on their monthly safety training, participate in monthly safety meetings, and who do not incur lost time from a work-related accident, are eligible to receive a SPARKS bonus at the end of the year. This bonus begins at $200.00 and can reach $500.00 based on five successive years of meeting SPARKS' goals.

Monthly Safety training completed by W&C staff in August consisted of:

- W&C Health & Safety Misc. Topics Daily Orientation (Tailgate).
- In August, W&C staff participated in a spark's safety meeting on Emergency Eyewash and Deluge Shower Stations.
- In August, there were no "Lost Time" accidents reported at the water or wastewater plant.
- In August, there were no "Lost Time" accidents reported at any of the city lift stations.

1.2 Safety Audit Update

"SAFETY" is always the number one priority at W&C. On October 22nd, 2025, a safety audit was performed at the City of LaBelle's Water and Wastewater Facilities which recorded 35 findings that yielded a total of 81 action items to be corrected. W&C's goal was to correct all action items in a timely manner, except items that require funding from Capital.

All safety audit action items have been corrected and completed.

2. FOG PROGRAM UPDATES FOR AUGUST 2026

Sewer Use Ordinance, Fats, Oil and Grease Program (FOG**)**

- Inspection and Compliance Summary
- Inspections Conducted: 0
  - Failed Inspections: 0
- Stores Out of Compliance: 16
  - Breakdown:
    - 16 stores have delayed submission of cleaning records.
- Remediation Efforts:
  - Actively coordinating with FSEs and cleaning companies to ensure timely report submissions and resolution of compliance issues.
- FSE Status Overview
- Total FSEs: 75
- Cleaning in Progress:
  - 14 FSEs are actively undergoing cleaning procedures.
- Pending Re-inspection:
  - 0 FSEs are out of compliance and awaiting re-inspection.

Successful Inspections: 1



3. ENVIRONMENTAL COMPLIANCE ACTIVITY

3.1 Environmental Compliance Activity

Woodard & Curran strive for 100% compliance at both treatment plants. Below is a summary of the compliance activity for the month of August 2026.

- FDEP and SWFMD Regulatory Monthly Reporting
- Submitted both the Monthly Operating Report for Public Water System (PWS #5250050) and the Discharge Monitoring Report for the wastewater treatment plant to the Florida Department of Environmental Protection (DEP).
- Submitted the Deep Injection Well Discharge Monitoring Report in accordance with UIC Permit #329487-004-UO/1X to the DEP.
- Sampling & Laboratory Coordination:
- Collected wastewater composite, fecal, and bacteriological samples, and coordinated monthly compliance sampling with Eurofins Labs for the upper and lower monitor wells and deep injection well (Permit #98493 329487-004).
- Conducted additional wastewater composite and fecal sampling in accordance with DEP Permit #FLA014283-007.
- Collected the drinking and raw water bacteriological samples as required by 62-555, Florida Administrative Code (FAC)
- Operational Testing:
  - Weekly generator tests and monthly inspections were conducted, in compliance with 62-555.320(4)(a) FAC.

3.2 Upcoming Compliance Events

- PFAS the forever chemicals, the first quarterly testing will be performed by the end of this year (2026) on 6 PFAS variations.

4. CONSTRUCTION/REPAIRS/UPGRADES

- During the month of August 2026, W&C staff pressure washed, prepped, and painted both Concentrate Pumps, piping and concrete pump stands.

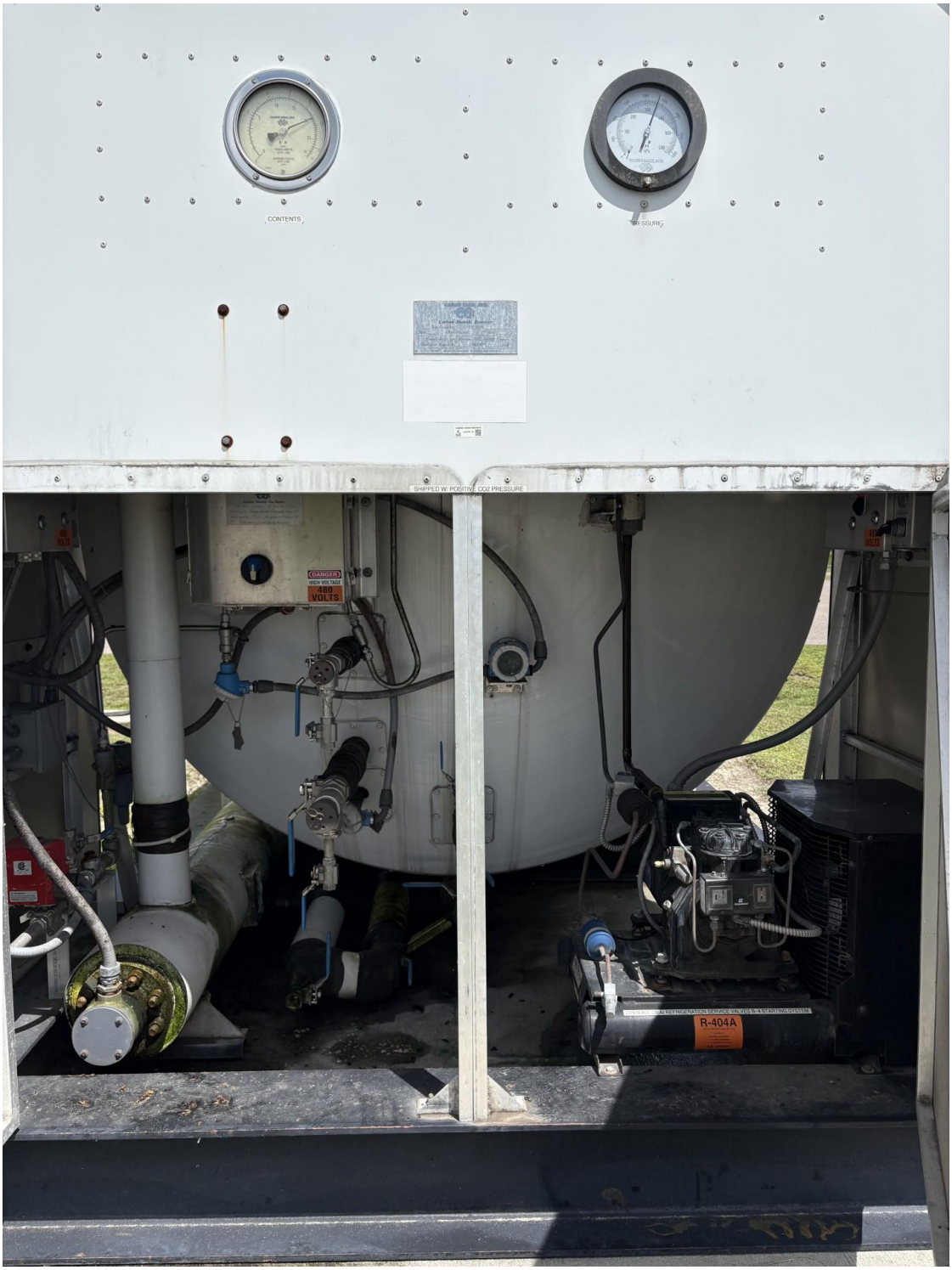


- Painted the High Service Pump pad caution yellow.

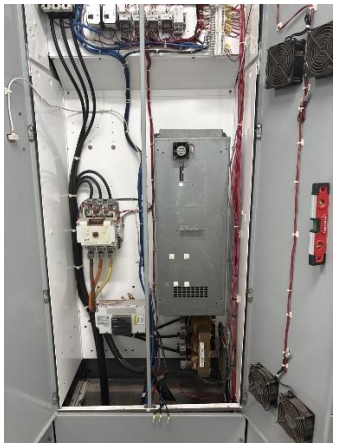




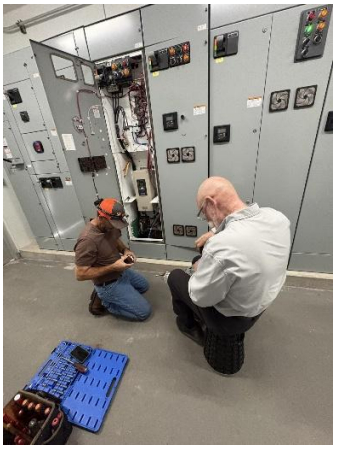
- Wilbanks Mechanical replaced a faulty pressure sensor on the CO2 system at the water plant and conducted annual maintenance on the system.



- On the night of 08/24/2026 the water plant experienced a direct lightning strike that caused numerous equipment failures. W&C staff responded immediately and began assessing the situation. It was discovered that 3 out of 4 high service pumps VFDs had been damaged and several other items around the plant had lost communication to VTScada. Some instrumentation was able to be restored quickly.
- On the morning of 08/25/2026 it was determined that the water plant could only run and produce water in manual mode (hand). Staff was able to produce water throughout the day to last through the following night. During this time W&C reached out to numerous vendors to source needed replacement equipment.
- On the morning of 08/26/2026 W&C located a spare VFD at their Bradenton project that could be utilized. W&C staff from Bradenton delivered and installed the VFD to restore redundancy to the distribution pumping station to ensure that residents of the city would not go without water. W&C Instrumentation Technicians arrived onsite and began troubleshooting and correcting VTScada communication issues.
- On 08/27/2026 W&C was able to order 3 permanent replacement VFDs with a PO provided by the city. W&C IT continued to correct communication issues.
- Mid-morning on 08/27/2026 the new VFDs were delivered, and replacement work began. By the end of the day, 3 of the 4 high service pumps were repairs and back in operation. W&C IT corrected most communication issues and ordered needed replacement parts.
- Follow-up work and repairs continued into September.







5. WASTEWATER TREATMENT

In August, WWTP had another successful month of operation. In accordance with the FDEP permit, W&C staff collected various compliance samples throughout the month. Summarized in Table 5-1 are the total flows for the influent and effluent as well as key permit constituents. The flows are displayed in Million Gallons per Day (MGD) Table 6-1 below, displays a one-year rolling average.

TABLE 5-1: WWTP FLOWS AND LOADS

Month	Influent Flow MGD	Influent BOD mg/L	Influent TSS mg/L	Effluent Flow MGD	Effluent BOD mg/L	Effluent TSS mg/L	Total Biosolids Transferred Dry Ton	Effluent Fecal Coliform No/100ml	Effluent Flow Quarterly Average MGD	Plant % Capacity %
Sep 2025	0.436	161	136	0.643	4.75	4.15	0.00	1,151.59	0.547	72.96
Oct 2025	0.373	267	134	0.571	5.00	8.35	0.00	2.44	0.578	77.00
Nov 2025	0.321	253	275	0.543	6.00	5.93	14.84	0.94	0.586	78.12
Dec 2025	0.303	274	179	0.515	7.40	5.50	0.00	2.29	0.543	72.40
Jan 2026	0.403	352	287	0.512	4.25	19.13	23.02	2.05	0.523	69.77
Feb 2026	0.476	401	493	0.480	3.25	8.55	8.84	54.89	0.502	66.97
Mar 2026	0.478	396	378	0.495	7.00	8.33	17.75	4.66	0.496	66.08
Apr 2026	0.474	328	289	0.507	3.50	3.55	0.00	2.18	0.494	65.88
May 2026	0.456	336	426	0.522	3.50	2.30	25.13	3.22	0.508	67.72
Jun 2026	0.421	327	347	0.511	4.80	4.24	0.00	170.11	0.513	68.43
Jul 2026	0.370	287	213	0.469	5.25	1.40	16.73	6.51	0.501	66.74
Aug 2026	0.387	260	259	0.576	4.68	1.96	0.00	4.43	0.518	69.13
Minimum	0.303	161	134	0.469	3.25	1.40	0.00	0.94	0.494	65.88
Maximum	0.478	401	493	0.643	7.40	19.13	25.13	1,152	0.586	78.12
Total	4.897	3,641	3,416	6.344	59.38	73.37	106.32	1,405	6.309	841.20
Average	0.408	303.50	285	0.529	4.95	6.12	8.86	117.11	0.526	70.10

5.1 Biosolids

- In August, 0.00 dry tons of biosolids were processed by SynaGro.

FIGURE 5-1 EFFLUENT FLOW VS RAINFALL IN INCHES

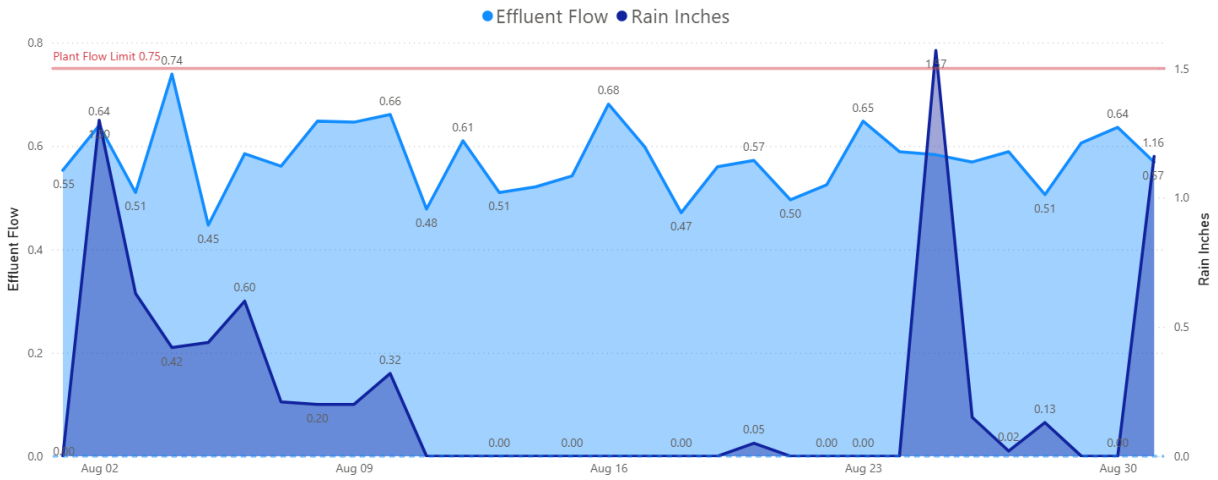


FIGURE 5-2 EFFLUENT FLOW VS INFLUENT FLOW (MGD)

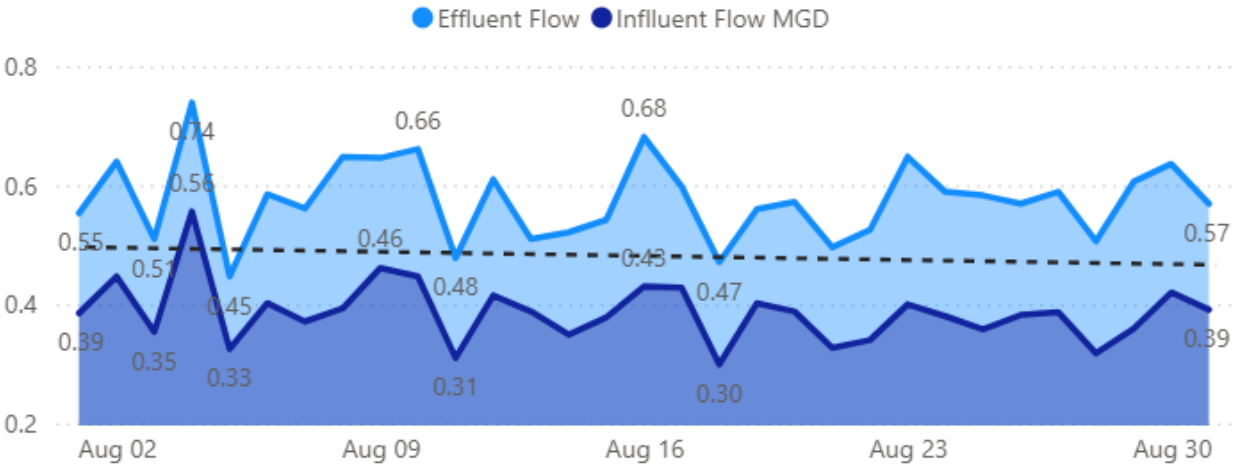


FIGURE 5-3 EFFLUENT BIOCHEMICAL OXYGEN DEMAND (BOD)

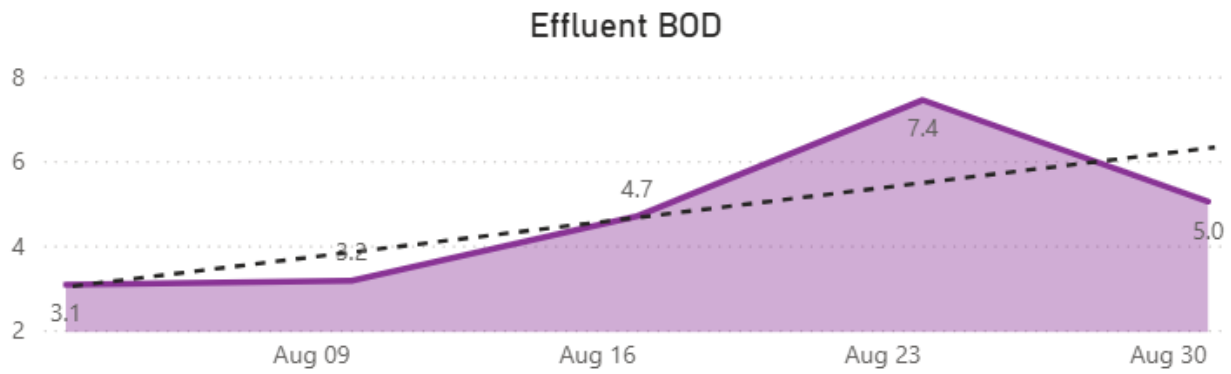
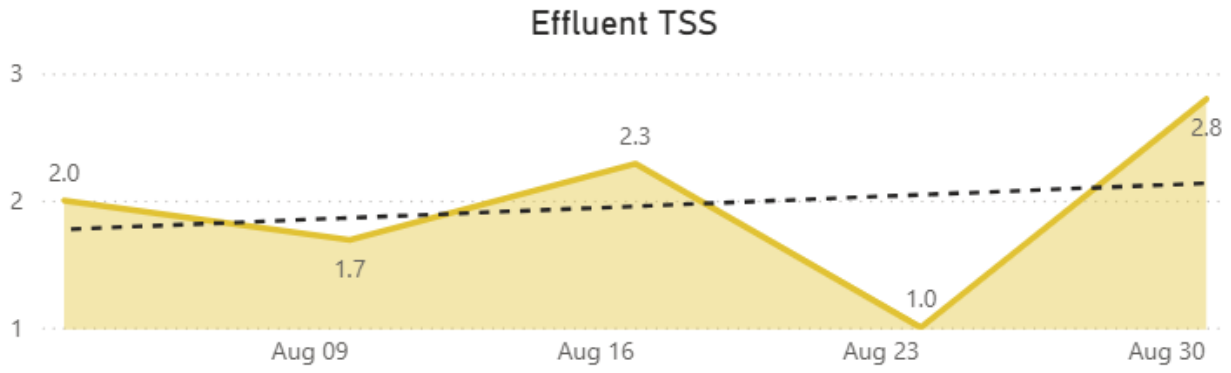


FIGURE 5-4 EFFLUENT TOTAL SUSPENDED SOLIDS (TSS)



6. WATER TREATMENT

Below is a table representing the average MGD of water pumped from the groundwater supply wells and finished treated water leaving the plant. The water loss data derives from the delta between the total treated water leaving the plant and the metered customer usage and is represented in the percentage of water loss. Table 6-1 represents a 12-month rolling average of the data.

TABLE 6-1: CITY OF LABELLE WATER PRODCUTION AND DISTRIBUTION

Month	Well 102 Total Flow MGD	Well 103 Total Flow MGD	Total Volume Withdrawn MGD	Finished Water Treated MGD	Total Injection Well Volume MG	Line 11 Water Loss %
Sep 2025	0.371	0.693	0.995	0.776	0.236	31.76
Oct 2025	0.805	0.802	1.011	0.725	0.259	22.96
Nov 2025	0.001	1.008	1.008	0.809	0.248	31.02
Dec 2025	0.000	0.977	0.977	0.751	0.234	27.28
Jan 2026	0.633	0.535	0.932	0.764	0.216	6.37
Feb 2026	0.853	0.118	0.929	0.766	0.219	28.13
Mar 2026	0.816	0.660	1.424	0.747	0.206	28.47
Apr 2026	0.276	0.574	0.850	0.724	0.195	16.02
May 2026	0.353	0.596	0.930	0.782	0.225	26.76
Jun 2026	0.280	0.546	0.826	0.692	0.232	15.00
Jul 2026	0.649	0.529	0.938	0.616	0.215	15.27
Aug 2026	0.361	0.425	0.772	1.187	0.219	100.00
Minimum	0.000	0.118	0.772	0.616	0.195	6.37
Maximum	0.853	1.008	1.424	1.187	0.259	100.00
Total	5.399	7.462	11.592	9.339	2.702	349.05
Average	0.450	0.622	0.966	0.778	0.225	29.09

FIGURE 6-1 DEEP INJECTION WELL VOLUME

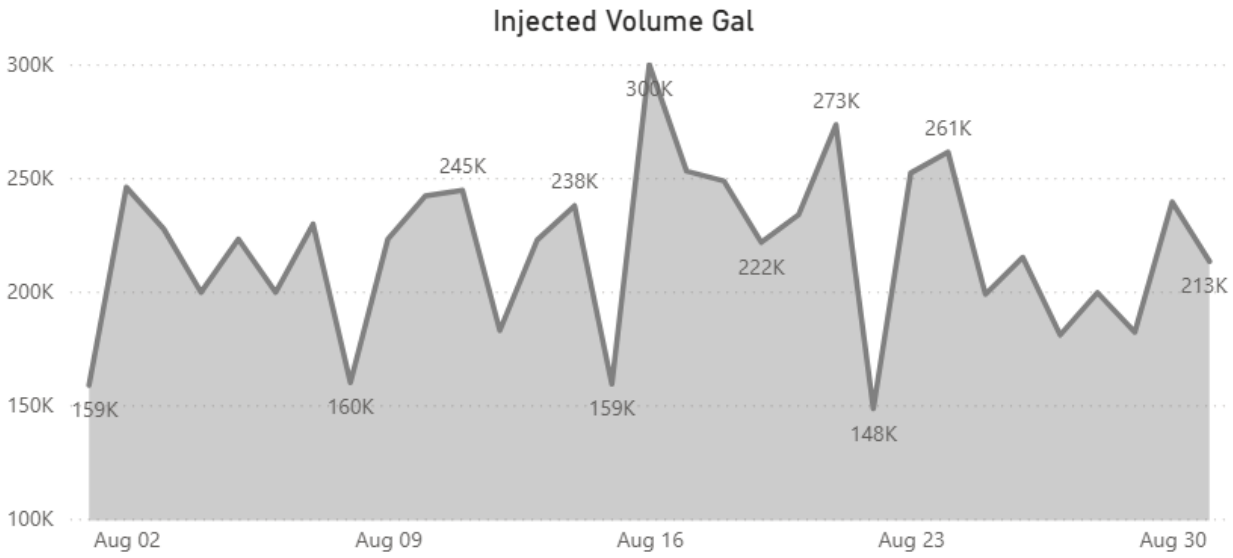


FIGURE 6-2 FINISHED WATER FLOW

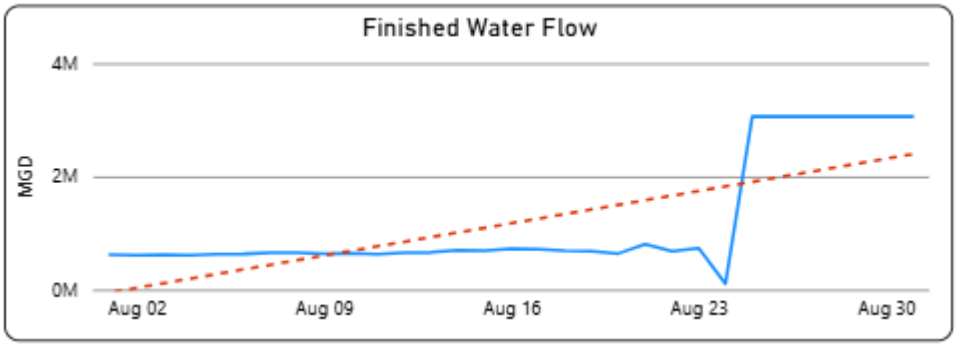
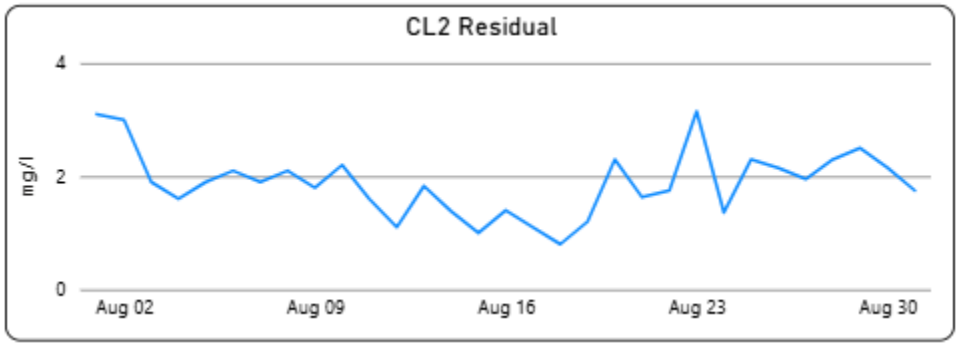


FIGURE 6-3 FINISHED WATER CHLORINE RESIDUAL



7. CORRECTIVE AND PREVENTATIVE MAINTENANCE WORK ORDERS

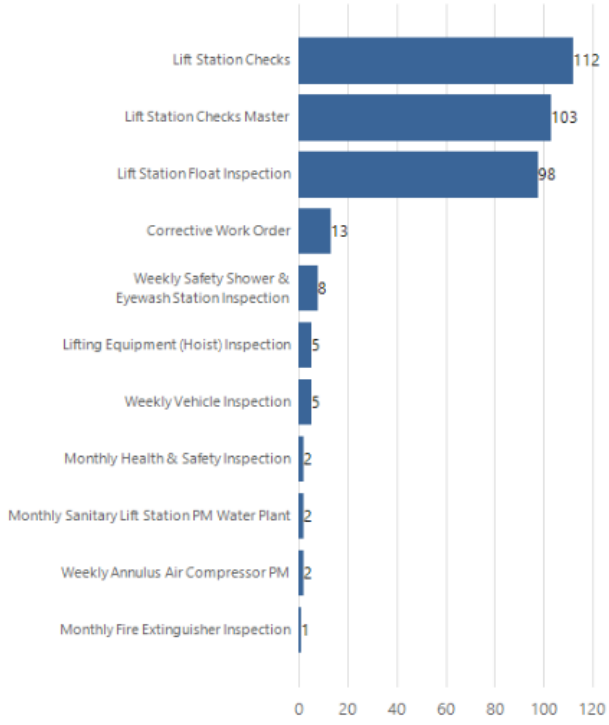
FIGURE 7-1 CORRECTIVE AND PREVENTATIVE MAINTENANCE WORK ORDER HISTORY REPORT

Maintenance History Report

Labelle, Florida

Report Start: 8/1/2026
Report End: 8/31/2026

Work Orders by Type	Total
Corrective Maintenance	207
Preventative Maintenance	124
Inspections	20
Total	**351**



Top Work Orders by Description

8. PROJECT FINANCIALS FOR AUGUST 2026

TABLE 8-1: PROJECT FINANCIALS FOR AUGUST 2026 (YEAR 5)

- Due to W&C transitioning into a new finance system/software, we are unable to provide the financials for the month of August 2026 currently. As soon as the financials can be calculated, they will be sent to the city via email. The financial details below are from July 2026.

Budget Category	Month Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	over (under)	% of budget
Labor (D.L. + FB)	$46,667	$58,828	$581,564	$588,279	$705,935	($6,716)	82%
Utilities	$159	$925	$8,130	$9,250	$11,100	($1,120)	73%
Chemicals Costs	$17,642	$20,554	$140,882	$205,542	$246,650	($64,660)	57%
Maintenance and Repair Costs	$5,518	$16,144	$241,904	$161,438	$193,726	$80,466	125%
Sludge Disposal Costs	$0	$7,500	$130,436	$75,000	$90,000	$55,436	145%
Lab Supplies & Equipment	$1,462	$5,863	$85,595	$58,630	$70,356	$26,965	122%
Office Supplies	$0	$283	$6,302	$2,833	$3,400	$3,469	185%
Miscellaneous Expenses	$18,731	$6,876	$117,725	$68,758	$82,510	$48,967	143%
Overhead (G&A of D.L.)	$12,444	$15,687	$155,084	$156,874	$188,249	($1,791)	82%
Subtotal of Costs for Contract Year	**$102,623**	**$132,661**	**$1,467,621**	**$1,326,605**	**$1,591,926**	$141,016	92%
Fixed Fee for Contract Year 2	$8,210	$10,613	$117,410	$106,128	$127,354	$11,281	92%
Total	**$110,833**	**$143,273**	**$1,585,031**	**$1,432,733**	**$1,719,280**	**$152,297**	92%

9. STAFFING

TABLE 9-1: PROJECT STAFFING

Name	Title	Certifications
Robert Archer	Project Manager	• FDEP B Wastewater License
Salvador Mora	Assistant Project Manager	• FDEP B Water License • TREEO/AWWA Backflow Tester/Repair Certified
Doug Denning	Operator I	• FDEP C Wastewater License
Denis Ortega	Part Time: Operator II	• FDEP C Wastewater License • FDEP A Water License
John Smith	Operator II	• FDEP A Wastewater License • FDEP C Water License
Ubaldo Guzman	Maintenance Technician II	• FDEP Level 1 Distribution License • Backflow Tester/Repair Certified

TABLE 9-2: CORPORATE SUPPORT

Name	Title	Support Provided
Alyson Watson	CEO	Management Support
Brian Bzdawka	Senior Vice President O&M Business Center Manager	Management Support
Marc Thomas	National Operations Leader	Management Support
Bri Morales	O&M Operations Leader	Management Support
Fred Rogers	Area Manager	Management Support
Shannon Eyler	Director of Health & Safety	Health & Safety
Steve Lindeman	Health and Safety Manager	Health & Safety
Renea Shields	Health and Safety Coordinator	Health & Safety
Ron Harrison	SCADA Technician	SCADA and Technical Services
Alan Fabiano	IT Coordinator	Utility Cloud (Computerized Maintenance Management System), HACH WIMS (Laboratory Information

Name	Title	Support Provided
		Management System), Tablets & Technology
Jeannie Dubois	MIS Support Specialist	Computer and Network set-up and support
Celina Bland	O&M Specialist	Hach WIMs, Utility Cloud and Power BI programming and support
Jackie Smith	Senior Project Assistant	Project Support Specialist
Sarah Coen	Human Resources – Benefits Administrator	Employee Benefits
Linsay McAuliffe	Senior Talent Management Partner-HR & Compliance	Human Resources
Beth Sweitzer	Senior Talent Management & Acquisition Manager	Human Resources
Vanessa Luberto	Talent Management Partner	
Lizzie Dovich	Technical Recruiter	Human Resources
Wendy Foreman	Health & Safety Administrator	Health & Safety Support
Sam Stanley	O&M Specialist	O&M Project Support
Justin DeMello	Project Manager II	Engineering Support
Tami Ray	Funding Specialist	Engineering Support
Troy Kepley	Operations Specialist	Operations and Management

Woodard & Curran

City of LaBelle
Under The Oaks Since 1925

woodardcurran.com

City of LaBelle Board of Commissioners
Agenda Request

To: Honorable Mayor and City Commission

Prepared By: Mitchell Wills, Superintendent of Public Works

Date of Meeting: 10/8/2026

Date Submitted: 9/28/2026

Title of Agenda Item: MOVE MAINTENANCE DEPT

Agenda Location: NON PUBLIC HEARING ITEMS FOR CONSIDERATION

Report in brief: MOVE MAINTENANCE DEPT TO THE LDO BUILDING; MOVE LDO TO CITY HALL COMMISSION CHAMBERS; USE CIVIC CENTER AS COMMISSION CHAMBERS

Staff Comments: DUE TO DEMOLITIONOF OLD WATER PLANT AND CONSTRUCTION OF NEW WATER TANK THE MAINTENANCE DEPT. MUST RELOCATE.

Fiscal Impact:
Has the request been budgeted? ☑ Yes ☐ No
If yes, expected cost and account name: $ $50,000.00
In no, amount needed and proposed account: $

Recommended Actions: APPROVE MOVE OF DEPARTMENTS

City of LaBelle Board of Commissioners
Agenda Request

To:	Honorable Mayor and City Commission
Prepared By:	Mitchell Wills, Superintendent of Public Works
Date of Meeting:	10/8/2026
Date Submitted:	9/28/2026
Title of Agenda Item:	SEWER LINE UPSIZE- LINCOLN AVE
Agenda Location:	CONSENT

Report in brief: APPROVED AT THE MARCH COMMISSION MEETING-ALLOWING THE CITY TO PAY THE DIFFERENCE OF UPSIZING THE SEWER PIPE ON A PRIVATE PROJECT FROM A 4" TO A 6" WASTE WATER LINE. IT WAS ORGINALLY PROJECTED TO COST $171,000.00 AND PAID FOR WITH ARPA FUNDS-THE ESTIMATED FEE IS UNDER $25,000.00

Staff Comments: THIS WOULD SAVE THE CITY FUTURE WASTE WATER EXPANSION COSTS

Fiscal Impact:
Has the request been budgeted? ☐ Yes ☑ No
If yes, expected cost and account name: $
In no, amount needed and proposed account: $ 25,000.00-UNFUNDED CAPITAL OUTLAY

Recommended Actions: APPROVE UPSIZING

City of LaBelle Board of Commissioners
Agenda Request

To:	Honorable Mayor and City Commission
Prepared By:	Fire Chief Brent Stevens
Date of Meeting:	10/8/2026
Date Submitted:	9/28/2026
Title of Agenda Item:	Civic Center Capacity and Event Staffing Requirements
Agenda Location:	Consent Agenda Item

Report in brief:

Requested Action: Approve reducing the Civic Center's maximum event capacity from 500 to 350 people and requiring Fire Department personnel for crowd management and a city employee at all events.

Staff Comments: Currently, event organizers may complete the crowd management course themselves or pay for Fire Department personnel. On several occasions, events have not been adequately managed, which has resulted in extensive damages and attendance has exceeded the Civic Center's capacity, creating safety concerns. Requiring Fire Department personnel for crowd management and a city employee on site will help ensure events comply with their contract terms and capacity limit. A fee for the required City employees will need to be established & the fee for adequate fire personnel will be assessed.

Fiscal Impact: 2026 - 2027
Has the request been budgeted? Yes No
If yes, expected cost and account name.
If no, amount needed and proposed account:

Recommended Actions: Approve the revised capacity and staffing requirements for all Civic Center events and provide an effective date.

CITY OF LABELLE

EMPLOYEE HANDBOOK
PERSONNEL RULES AND PROCEDURES

June 26, 2026

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SECTION 1: Definitions

1.1 Abandonment of Position: When an employee is absent without authorization for three or more consecutive workdays, the employee may be deemed to have voluntarily resigned from his or her position and may be separated from employment, except where otherwise precluded by applicable law.

1.2 Active Pay Status: The status of an employee when working, when on authorized paid leave, on a holiday, or other time when pay is being credited to the employee.

1.3 ADA: The Americans with Disabilities Act of 1990, including changes made by the ADA Amendments Act of 2008 (P.L. 110-325), which became effective on January 1, 2009.

1.4 Anniversary Date: The date an employee begins employment and the same date in following years. This is the date upon which entitlement to fringe benefits is based unless a specific benefit provides otherwise.

1.5 At-will employment: All employees of the City of LaBelle, Florida are considered at will employees. At-will employment means that the employee can quit or be fired at anytime for any reason. Nothing in this document or any verbal or written representations should be interpreted as a contract of employment or as an implied contract of employment.

1.6 City Commission: The elected governing board for the City of LaBelle.

1.7 Classification The process of analyzing, documenting, evaluating, and assigning a position to an appropriate job family and pay scale.

1.8 Compensatory Time (aka Comp Time): Time off from work that is earned by non-exempt employees in lieu of overtime pay.

1.9 Dismissal: Involuntary separation from City employment.

1.10 Exempt Employee: An employee exempt from the minimum wage and/or overtime under the Fair Labor Standards Act.

1.11 FLSA: Fair Labor Standards Act.

1.12 FMLA: Family Medical Leave Act.

1.13 Full-time Employee: A full-time employee is an employee who fills a position for which the assigned hours of work total at least thirty (30) hours a week.

1.14 Initial Probationary Period: The first 180 days of employment.

1.15 Insubordination: The refusal to perform work when and as assigned, failure to obey a legal order and/or any other act or acts of disrespect or disregard of proper administrative authority.

1.16 Job Description: A written Document that lists the essential functions of a job, and that documents the skills, working conditions, and effort and responsibilities.

1.17 Non-exempt Employee: An employee not exempt from the minimum wage and/or overtime under the Fair Labor Standards Act.

1.18 Part-time Employee: A part-time employee is an employee who fills a position for which the assigned hours of work total less than 30 hours a week.

1.19 Re-employment: The hiring of a person who formerly worked for the City. Persons rehired will be new employees for all purposes, unless otherwise approved by the Mayor.

1.20 Regular Employee: A regular employee is hired to fill a specific position. A regular employee can be exempt or non-exempt.

1.21 Seniority: The total time an employee has worked for the City of LaBelle without a break in service.

1.22 Tuition Reimbursement: A program by which the City will provide some cost recovery for post-secondary education by City employees that benefits the operations of the City of LaBelle to better serve our residents and visitors.

1.23 Volunteer: Any person performing services for the City of LaBelle without receiving compensation for such services. Volunteers must comply with the conduct policies in this manual but are not eligible for any compensation or benefits as set forth in these policies.

1.24 Work Day: The hours an employee is scheduled, directed or otherwise required to work per day.

1.25 Work Week: The number of hours regularly scheduled to be worked during any seven consecutive days or other work period allowed by the Fair Labor Standards Act.

1.26 Working Time: Working time will be all hours employees perform actual work for the City, as defined by the Fair Labor Standards Act.

SECTION 2: Terms of Employment and Scope of Policy Manual

The rules and procedures listed in this handbook are intended to serve as a guide for all employees. Even though the Rules and Procedures contain a section on corrective action and provide a grievance procedure, employees of the City of LaBelle are employees at will and may be terminated at any time without cause. The City is not intending to create and does not create any definite term or guarantee of employment for any period of time. All employees are placed on a 180 day probationary period except Fire employees are placed on 1 year probationary period. This handbook is not a contract and does not create property interest in your employment and the policies and procedures set forth herein are subject to change at any time at the sole discretion of the City with or without advance notice.

These rules and procedures are not intended to prevent departments and divisions from implementing and maintaining additional operating policies and procedures to meet specific operational needs, provided that such policies and procedures do not conflict with any provision of this handbook, the City Charter, City Code, or other applicable law. Any such Department and Division policies and procedures are subject to approval by the Mayor.

Amendments, changes or revisions to these policies may be made at any time but are subject to approval by the City Commissioners. Upon enactment or modification, the new personnel policies shall be distributed to all City employees for review. Any amendments, changes or revisions shall take effect immediately upon approval of the City Commission unless otherwise specified and shall automatically be deemed to supersede all prior policies on the same subject. All employees are responsible for being familiar with and abiding by these policies.

If it is determined by any competent jurisdiction such as the Federal, State, or local authorities, or by the City of LaBelle Commission that civil emergency conditions exist, including riots, civil disorders, hurricane conditions, similar catastrophe or disorders, or public employee strikes, these policies may be suspended by the Mayor during the time of the declared emergency.

This policy and procedure manual supersedes all previous personnel policies, directives and guidelines.

SECTION 3: General Policies

3.1 Code of Ethics for City of LaBelle Employee

This Policy is applicable to all employees including volunteers, full-time employees, part-time employees, and elected officials.

Policy:

City of LaBelle shall comply with the Code of Ethics required under Chapter 112, Part III, Florida Statutes.

A. Statutory Code of Ethics: The following is a summary of Chapter 112, Part III:

1. Solicitation or acceptance of gifts – No public officer, employee of an agency, local government attorney, or candidate for nomination or election shall solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the vote, official action, or judgement of the public officer, employee, local government attorney, or candidate would be influenced thereby.

2. Unauthorized compensation – No public officer or employee of an agency, or local government attorney or his or her spouse or minor child shall, at any time, accept any compensation, payment, or thing of value when such public officer, employee, or local government attorney knows, or with the exercise of reasonable care, should know, that it was given to influence a vote or other action in which the officer, employee, or local government attorney was expected to participate in his or her official capacity.

3. Misuse of public position – No public officer or employee of an agency, or local government attorney shall corruptly use or attempt to use his or her official position or any property or resource which may be within his or her trust, or perform his or her official duties, to secure a special privilege, benefit, or exemption for himself, herself, or others.

4. Doing business with one's agency – No employee of an agency acting in his or her official capacity as a purchasing agent, or public officer acting in

his or her official capacity, shall either directly or indirectly purchase, rent, or lease any realty, goods or services for his or her own agency from any business entity of which the officer or employee or the officer's or employee's spouse or child is an officer, partner, director, or proprietor or in which such officer or employee or the officer's or employee's spouse or child, or any combination of them, has a material interest. Nor shall a public officer or employee, acting in a private capacity, rent, lease, or sell any goods, or services to the officer's or employee's own agency, if he or she is a state officer or employee, or to any political subdivision or any agency thereof, if he or she is serving as an officer or employee of that political subdivision.

5. Conflicting employment or contractual relationship – No public officer or employee of an agency shall have or hold any employment of contractual relationship with any business entity or any agency which is subject to the regulation of, or is doing business with, an agency of which he or she is an officer or employee, excluding those organizations and their officers who, when acting in their official capacity, enter into or negotiate a collective bargaining agreement contract with the state or any municipality, county, or other political subdivision of the state; nor shall an officer or employee of an agency have or hold any employment or contractual relationship that will create a continuing or frequently recurring conflict between his or her private interests and the performance of his or her public duties or that would impede the full and faithful discharge of his or her public duties.

6. Disclosure of use of certain information – A current or former public officer, employee of an agency, or local government attorney may not disclose or use information not available to members of the general public and gained by reason of his or her official position, except for information relating exclusively to governmental practices, for his or her personal gain or benefit or for the personal gain or benefit of any other person or business entity.

3.2 Introductory Period

The first 180 days of employment shall be regarded as an essential part of the evaluation process. Your work will be closely observed to secure the most effective adjustment to your new position. All new and reclassified City employees are placed in an introductory period and upon successful completion your status will change to that of a regular employee. Unless otherwise extended by your supervisor. Employees who successfully

complete their introductory period and become regular employees remain "at will" employees.

3.3 Employment of Relatives

Scope:

This policy is applicable to all employees including volunteers, full-time employees, part-time employees, and elected officials

Policy: City of LaBelle employees shall comply with Section 112.3135, Florida Statutes, on Employment of Relatives. The statute is summarized below:

A. A public official may not appoint, employ, promote, or advance, or advocate for appointment, employment, promotion, or advancement, in or to a position in the agency in which the official is serving or over which the official exercises jurisdiction or control any individual who is a relative of the public official. An individual may not be appointed, employed, promoted, or advanced in or to a position in an agency if such appointment, employment, promotion, or advancement has been advocated by a public official, serving in or exercising jurisdiction or control over the agency, who is a relative of the individual or if such appointment, employment, promotion, or advancement is made by a collegial body of which a relative of the individual is a member.

B. This does not apply to people serving in a volunteer capacity who provide emergency medical, firefighting, or police services. Such people may receive, without losing their volunteer status, reimbursements for the costs of any training they get relating to the provision of volunteer emergency medical, firefighting, or police services and payment for any incidental expenses relating to those services that they provide.

C. In the event of an emergency, the Mayor may authorize the temporary employment of individuals whose employment would be otherwise prohibited by this section. Such employment may not exceed six months.

D. "Relative," for purposes of this section only, with respect to a public official, means an individual who is related to the public official as father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-

brother, or half-sister.

3.4 Fraternization

Scope:

This policy is applicable to all employees including volunteers, full-time employees, part-time employees, and elected officials

Policy: The City of LaBelle respects the rights of its employees to conduct their personal lives as they wish. However, the City of LaBelle recognizes that romantic relationships can create a conflict of interest (actual or perceived) or adversely affect work performance and employee morale, create concerns of favoritism, and potentially result in claims of harassment.

For purposes of this policy, a "romantic relationship" includes dating, sexual relationships, domestic partnerships, and employees who share the same household as a couple.

A. Co- Worker Relationships

There is no prohibition against co-worker romantic relationships or employees who marry each other or become involved in a domestic partnership provided they do not work in a direct supervisory relationship with each other or in a position, which substantially and directly influences the employment conditions of the other or in a position that has an audit or investigation function over the other. Under these circumstances, the City of LaBelle will attempt to reassign one of the employees to another position for which he or she is qualified if such a position is available. In the event that no such transfer is possible, or if such a transfer is not accepted by the City of LaBelle or the employees, and if neither employee will resign, the City of LaBelle may terminate the employment of one of the employees. It shall be the sole discretion of the City of LaBelle to determine which employee to terminate.

B. Reporting Relationships

If a romantic relationship develops between a supervisor and an employee, it is the supervisor's responsibility to promptly disclose the existence of the relationship to the Human Resources Director. The employee may make the disclosure as well,

but the obligation of doing so rests with the supervisor.

3.5 Children in the Workplace

In order to ensure that a productive, professional, safe environment is maintained at all times, employees shall not bring children into the workplace during the employees' normal working hours. The City of LaBelle understands emergencies happen and exceptions may be considered on a case-by-case basis with prior approval from the supervisor, director, or Mayor.

3.6 Outside Employment

A. City employees may not participate in outside employment if, in the sole opinion of the City, it in any way conflicts with their job duties and responsibilities or working schedules with the City. As a City employee your primary employment responsibility is to the City of LaBelle. If you are going to have any outside employment you must submit a letter to your supervisor requesting approval to do so.

3.7 Political Activity

A. Employees may engage in political activities during non-working hours provided That their activities do not interfere with the operation of City business.

B. Employees will not wear or display political badges, buttons or stickers while at work, riding in or on City equipment or when in City uniform.

C. Employees will comply with all state and local laws involving political activity.

D. Employees may run for elective office or be appointed to non-elective offices other than non-elective office involving City of LaBelle Commission, provided the position in no way interferes with their work as a City of LaBelle employee. Employees running for elective office must comply with Section 99.012, F.S. Employees seeking elective office while employed by the City must adhere to the following provisions:

(1) The employee is not to engage in any political/campaign activities during assigned working hours or in response to on-call hours.
(2) Discussion of the employee's candidacy, platform, issues and any other campaign related activities with fellow employees or members of the

public is prohibited while serving the role of City of LaBelle employee during assigned working hours.

(3) The employee must not wear city issued uniforms or clothing during off hours and while campaigning.

(4) When the employee drives his or her personal vehicle to work, once upon City property, all signage or any indication of the employee's campaign activity displayed from the personal vehicle must be removed and placed out of sight while the vehicle is on City property.

E. Failure to comply with the provisions stated above will be grounds for dismissal from employment with the City of LaBelle.

F. If the employee is successfully elected to the seat of City of LaBelle Commissioner, it is required that prior to being sworn into office, the employee must resign from his/her current employment with the City.

It is the policy of The City of LaBelle on a non-partisan basis to support the active interest of individual employees in governmental affairs and in the political life of the community. The City of LaBelle encourages employees to be informed about issues and candidates, and to be concerned with respect to policies and legislation that they personally believe to be desirable and in the interest of good government. The City in no way seeks to influence employees in their choice of political party affiliations or candidates, recognizes that this is a matter for each individual to decide.

3.8 Release of Information

A. Pursuant to Chapter 119, Florida Statutes, City records, which fall within the definition of public records, shall be open for inspection and copying at reasonable times, except when such public records are made confidential and/or exempt from disclosure under Chapter 119 or other Florida Law.

B. The City Clerk is the custodian of all public records and will process all requests for public records with the following exceptions:

1. The Hendry County Sheriff's Office will process all public records requests for law enforcement-related records.

2. The Human Resources Department administers personnel and litigation records and will process all requests for those records.

3. Routine requests for Department records that can be completed within 15

minutes or less will be processed by the Department's Records Custodian.

3.9 Use of City Property

A. The City provides employees with necessary job equipment, materials, and vehicles to carry out the job assigned to them. When you are assigned any such equipment, it becomes your responsibility to exercise reasonable care in its use to preserve the life of the equipment and to observe all safety precautions. Personal use of vehicles, materials, supplies, tools or other equipment or property is prohibited without the express consent of your supervisor. Violation could result in discharge, prosecution, or both.

No unauthorized persons are to be permitted to operate or be a passenger in a City vehicle

3.10 Dress Code and Appearance

A. Employees shall take care to present a neat, orderly, and presentable appearance to the public. As the nature of the City's work varies greatly, it is recognized that what is appropriate for employees in one department may not be appropriate for another. Hair styles are to be maintained in a professional manner, especially when dealing with the public. Facial hair, makeup, cosmetics, and similar appearance factors will be displayed in a manner which does not interfere with the safety or productivity of the employee or their co-workers. When wearing jewelry, please do it in a conservative, professional manner.

B. Determination of any employee's specific dress and appearance is a supervisory responsibility. And such dress or appearance standards prescribed by a department must be relevant to the work to be accomplished.

C. All **non-uniformed** City employees must be dressed professionally along with the City approved picture ID card at all times when on duty. Garments such as: mini skirts (no shorter than 2" above the knee), spaghetti straps, and see-through attire are not permitted. For the comfort of our employees during summer months sleeveless dress clothing will be permitted. However, no spaghetti straps or tank tops. CLOTHING MUST BE PROFESSIONAL. Non-uniformed City employees will be permitted to wear jeans on casual Friday.

D. All uniformed City employees are provided with uniforms and must be worn. A City picture ID is provided please have available in case you are asked for your ID whether in an emergency or from the public. Closed toe shoes or boots are required at all times. Safety vests must be worn when working in areas that have

vehicular traffic. During cold weather jackets, coats or cardigan sweaters can be worn over uniforms provided they are free of any offensive slogans or pictures.

3.11 Personal Business

Any personal mail should be sent directly to your home address, not to the CITY OF LABELLE. All personal calls should be kept to an absolute minimum. If any emergency situation should arise, notify your friends and relatives to contact the Human Resources Department and their message will be sent to you or your immediate supervisor promptly.

If you have an outside business do not use City Hall as your business address.

3.12 Personnel Records

A. Complete personnel files are maintained for all employees of the City. To keep all records up to date; it is essential that you notify your immediate supervisor or Human Resources of any changes in address, telephone number, marital status, number of dependents or a change of beneficiary on your life insurance and retirement paperwork.

B. Personnel records are subject to the public records requirements under Chapter 119, Florida Statutes. In addition, employees may view any portion of their personnel file, including confidential medical file.

3.13 Valid Drivers License

All operators of City vehicles and equipment are required to have a valid State of Florida Operator's or Commercial Driver's License and appropriate endorsement, with a good driving record, and to keep supervisors informed of any change in status in their license. Proof of license will be filed in the employee's personnel file. If the status of your driver's license changes at any time you must notify your Supervisor and Human Resources immediately.

Suspension or revocation of the driver's license, of an employee who is required to use a City vehicle as part of his/her position may result in a demotion or discharge.

Employees operating personal motor vehicles for City business shall maintain automobile liability coverage with limits of $100,00 per person, $200,000 per occurrence for bodily injury and $50,000 for property damage. The employee's

insurance coverage shall be primary. The City may require proof of the required coverage.

3.14 Distracted Driving Policy

City employees may not use a hand-held cell phone while operating a vehicle – whether the vehicle is in motion or stopped at a traffic light. This includes, but is not limited to, answering or making phone calls, engaging in phone conversations, and reading or responding to e-mails, instant messages, and text messages.

If a City employee needs to use their cell phone, they must pull over safely to the side of the road or another safe location.

Additionally, The City employees are required to:

Turn the cell phone or other wireless device off or put them on silent or vibrate before starting the vehicle.

Pull over to a safe place and put the vehicle in "Park" if a call must be made or received while on the road. Employees should consider modifying their voice mail greeting to indicate that they are unavailable to answer calls or return messages while driving.

The City of LaBelle employees should inform the public, vendors, and any other necessary individuals of this policy as an explanation of why calls may not be returned immediately.

Employees should pull over to a safe place and put their vehicle in "Park" to make any adjustments to a Global Positioning System "GPS" or any other navigation devices.

THE CITY OF LABELLE is concerned about the safety and well-being of its employees. This is so important that violations of this policy will be considered serious and may result in disciplinary action up to and including termination. No employee shall operate a City owned or leased vehicle, or a personal vehicle for City business, when any physical or mental impairment limits the employee's ability to drive. This prohibition includes, but is not limited to, circumstances in which the employee is unable to operate a vehicle safely or legally because of fatigue, injury, illness, medication or while under influence of drugs or alcohol.

3.15 Smoking and Vaping Policy

Scope:

This Policy is applicable to all City employees and any person inside City buildings and vehicles

Policy:

In accordance with Chapter 386, Florida Statutes, smoking or vaping in an enclosed indoor workplace is prohibited. Due to the potential of sanitary issues, use of all tobacco products in the workplace and in city vehicles is prohibited.

3.16 Telephone Etiquette

It is always important that you are courteous while talking to the public on the telephone. You are the "voice" of the City and anything you say reflects upon the citizen's opinions of the City of LaBelle.

SECTION 4: EQUAL EMPLOYMENT OPPORTUNITY, HARASSMENT AND DISCRIMINATION

Scope:

This Policy is applicable to all employees.

Policy:

Equal Employment Opportunity

4.1 The City of LaBelle provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, pregnancy, national origin, ethnicity, disability, genetics, protected veteran status, military service, sexual orientation, gender identity or expression, marital status, or any other characteristic protected by federal, state, or local laws.

The City of LaBelle is committed to the concept and practice of equal employment opportunity to assure equal employment opportunity in all aspects of employment. It is the policy of the City of LaBelle to recruit, hire, train, and promote into all job levels, employees and applicants for employment without regard to race, sex, pregnancy, color, religion, national origin, ethnicity, age, genetic information, disability, marital status, veteran status (except if eligible for veterans' preference), military service, gender

identity and expression, and/or sexual orientation.

The City of LaBelle bases all such decisions on individual merit, qualification and competence, as they relate to the particular position and promotion of the principle of equal employment opportunity. The City of LaBelle's commitment to equal opportunity applies to all facets of the employment relationship, including compensation, benefits and all other terms, conditions and privileges of employment. All employment decisions will be made in accordance with principles of Equal Employment Opportunity.

Any individual who believes he or she has been subjected to discrimination in violation of this policy has an affirmative obligation to report it in accordance with the Complaint and Investigation Procedure below.

Harassment policy

Policy:

The City is committed to maintaining a work environment free of harassment based upon race, color, national origin, ethnicity, sex, gender, sexual orientation, gender identity, disability, genetic information, religion, color, creed, age, pregnancy, military service, veteran status and marital status. The City will not tolerate the inappropriate harassment of any of its officials, employees, representatives, vendors, customers, or any other individual who does business with the City. It is the affirmative responsibility of all personnel for maintaining a workplace that is free from harassment and intimidation and the failure to do so will subject an employee to disciplinary action.

The City is committed to promptly and thoroughly investigating all complaints of inappropriate harassment as set forth in this policy. If, after a thorough investigation, it is determined that inappropriate harassment has occurred in violation of this policy, immediate and appropriate disciplinary action, up to potential discharge, will be taken to promptly end the harassment. Appropriate follow-up steps will also be taken where necessary to ensure that the harassment ceases and does not re-occur.

DEFINITIONS AND EXAMPLES

4.2 Sexual Harassment and Sexual Misconduct

Improper harassment includes harassment based on one's sex gender, pregnancy, and gender identity. Prohibited forms of sexual harassment include, but is not limited to, the following illustrative conduct:

- Engaging in any form of sexual misconduct
- Unwelcome sexual propositions;

- Sexual innuendo;
- Sexually suggestive remarks;
- Vulgar or sexually explicit comments, gestures, noises or conduct;
- Sexually oriented kidding, teasing or practical jokes; and
- Physical contact of a sexual nature such as brushing against another's body, pinching, grabbing, rubbing, hugging, poking, or patting.
- The publication to anyone, of documents, objects, text, pictures, or graphics in the workplace that contains material that is of a sexual nature.
- Using the computer to access any content that contains material of a sexual nature.

As noted above, inappropriate harassment includes all forms of sexual misconduct. Sexual misconduct includes, but is not limited to, sexual assault, sexual abuse, sexual molestation, sexual exploitation, and inflicting sexual injury.

4.3 Other Forms of Prohibited Inappropriate Harassment

In addition to inappropriate sexual harassment, the City also prohibits harassment on the basis of gender, race, color, national origin, ethnicity, disability, religion, sexual orientation, disability, genetic information, creed, age, pregnancy, military service, veteran status, and marital status. Any verbal or physical conduct of an offensive or harassing nature and which is based upon or directed toward any employee based upon any of these characteristics will not be tolerated. Such prohibited conduct includes, but is not limited to;

A. Making, engaging in, displaying, or disseminating derogatory, critical, offensive, or uncomplimentary jokes, slurs, epithets, comments, innuendos, displays, posters, other verbal or written materials based upon another's gender, race, national origin, ethnicity, sex, disability, religion, color, age, pregnancy, sexual orientation, gender identity, genetic information, creed, military service, veteran status and marital status.

B. Any physical conduct taken against another individual because of his or her gender, race, national origin, disability, religion, color, ethnicity, sex, genetic information, age, pregnancy, sexual orientation, gender identity, disability, creed, military service, veteran status and marital status.

C. Teasing or making fun of another individual's ethnicity, accent, cultural or religious beliefs or practices, mental or physical disabilities or medical limitations and other similar characteristics.

D. Taking adverse action against any individual or mistreating the

individual in any manner because that individual has requested or received a reasonable accommodation because of a disability or religious belief.

Additionally, sexual or other inappropriate harassment may occur when the intended target of the conduct is not offended, but others find the conduct to be intimidating, hostile, or offensive. Accordingly, this policy prohibits inappropriate harassment regardless of whether those involved or who witness the conduct find it offensive or unwelcome.

4.4 The Prevention of Harassment in The Workplace is Every Employee's Responsibility

All personnel are responsible for ensuring compliance with this policy and maintaining a workplace that is free of harassment and intimidation. If any person experiences or witnesses harassment in the workplace, he or she has an affirmative obligation to report the harassment to his or her supervisor, or one of the individuals designated below. Employees who witness inappropriate harassment and fail to report it are subject to disciplinary action, up to and including dismissal. However, an employee is not required or expected to report complaints to the person he or she believes is harassing against him or her. In such cases, however, the employee is obligated to report the inappropriate conduct to one of the other employees identified below.

Upon receiving a report of harassment, supervisors are responsible for immediately reporting it to Human Resources, without regard to whether the harassment involves the supervisor's subordinate employee(s). If the reported harassment involves the Human Resources Director, the supervisor is obligated to advise the Mayor of the report. The failure by a supervisor to advise Human Resources (or Mayor) of the receipt of a report of harassment will be grounds for discipline.

Additionally, supervisors, together with the Director of Human Resources, are responsible for ensuring that each of their subordinate employees are properly trained on the City's policies prohibiting harassment, discrimination, and retaliation, the requirement that all prohibited conduct be immediately reported, and the applicable procedures and all available avenues for reporting prohibited conduct. The Director of Human Resources is responsible for ensuring that all employees are trained on these procedures on a regular basis.

4.5 Complaint and Investigation Procedures for Prohibited Discrimination, Harassment and Retaliation

1. Reporting Prohibited Harassment

Any employee who believes he or she has been the subject of harassment, discrimation, or retaliation, or who witnesses harassment, discrimation, or retaliation prohibited by this policy must immediately report to either (1) his or her supervisor; (2) Department

Head; (3) Superintendent of Public Works; or (4) the Human Resources Director.

Employees are not expected to report the matter to the person they believe harassing, discriminating, or retaliating against them. However, in such cases, employees are expected to report the matter to another employee identified above.

Additionally, if, after reporting the matter as outlined above, the harassment, discrimination, or retaliation continues or any further incidents of inappropriate behavior occur, employees must immediately report the continuing misconduct. Since the City may not be aware that the inappropriate conduct is ongoing or that its initial handling or the matter has not satisfactorily resolved the issues or caused the offending conduct to cease, employees are required to report any continuing harassment, discrimination, or retaliation, or new incidents of misconduct, even where he or she has previously reported a complaint.

2. Confidentiality and Timeliness of Investigation

All complaints will be handled in a timely and confidential manner. Although strict confidentiality cannot always be guaranteed, the City is committed to investigating the allegations and remedying any inappropriate conduct in as confidential a manner as the circumstances and law allow. Personnel violating that directive are subject to immediate discipline. Anyone involved in the investigation of a complaint will be instructed not to discuss the subject outside the investigation. All investigations will be completed as promptly as the circumstances of the allegations allow.

3. Nature of Investigation and Prohibition of Retaliation

Investigation of a complaint will normally include conferring with the parties involved and any named or apparent witnesses. The investigation may also entail reviewing pertinent documents, email communications, pictures and/or any other relevant physical evidence.

All persons who participate in such an investigation shall be protected from coercion, intimidation, retaliation, interference or discrimination for filing a complaint or participating in an investigation. Prohibited retaliation includes, but is not limited:

a. Shunning and avoiding normal interactions with an individual who reports harassment, discrimination or retaliation.

b. Making express or implied threats or intimidation intended to prevent an individual from reporting harassment, discrimination or retaliation.

c. Denying employment benefits because an applicant or employee reported harassment, discrimination, or retaliation or participated in the reporting an investigation process.

d. Taking any adverse action against an individual because that individual reported harassment, discrimination or retaliation or participated in the reporting and investigation process.

An employee who believe they have been subjected to retaliation based on having filed a report of harassment or having participated in an investigation, must immediately report it pursuant to the complaint process above. Any employee determined to have retaliated against another individual in violation of this policy will be subject to discipline up to and including dismissal.

4. Conclusion of Investigation

The City is committed to insuring all investigations will be conducted in a fair and impartial manner. If, after a thorough investigation, it is determined that prohibited harassment or retaliation has occurred, immediate and appropriate action will be taken to promptly remedy any improper conduct and to ensure that no prohibited actions occur in the future. Such action may include discipline of anyone determined to be in violation of this policy, remedial training concerning the City's policies and procedures relating to prohibited harassment and retaliation, and any other measure determined to be necessary for the effective enforcement of this policy.

SECTION 5: AMERICANS WITH DISABILITIES ACT – REASONABLE ACCOMMODATION

The City of LaBelle is committed to complying with all applicable provisions of the Americans with Disabilities Act, the Florida Civil Rights Act, or other applicable law. It is the City of LaBelle's policy not to discriminate against any qualified individual on the basis of disability regarding recruitment, hiring, advancement, termination or any terms or conditions of employment.

In accordance with the ADA, reasonable accommodations will be provided to qualified individuals with disabilities to enable them to perform the essential of their jobs or to enjoy the equal benefits and privileges of employment, provided such accommodation does not constitute an undue hardship to the City of LaBelle. Any individual with a disability who believes that he or she needs a reasonable accommodation should submit a request for accommodation to the Human Resources Director.

Once an accommodation request is received , the City will engage in an informal interactive process with the individual to clarify what the individual needs and to identify possible accommodations. Unless otherwise waived by the City or precluded by applicable law, the City will require that medical documentation be submitted to support accommodation requests. Such documentation will usually include seeking information as to the whether the medical condition qualifies as a disability under the ADA; a description of the medical restrictions imposed by the condition; whether a reasonable accommodation is necessary and the type of accommodations that may be effective; the probable duration of the need for an accommodation; whether the applicant or employee can safely perform the essential functions of the position with or without an accommodation; information needed to determine if the accommodation poses an undue hardship; and any other narrowly-tailored information needed by the City to assess its obligations and options under the ADA. All information obtained concerning the medical condition or history of an applicant or employee will be treated as confidential information, maintained in separate medical files, and disclosed only as permitted by law.

Any employee who feels that he or she has not been treated in accordance with this policy should contact their Department Head, Human Resources Director, or Superintendent of Public Works. The City of LaBelle prohibits and will not tolerate retaliation against any employee who requests a reasonable accommodation or makes a good faith complaint under this policy.

Any job applicant who has questions regarding this policy or believes that he or she has been discriminated against based on a disability should contact the Human Resources Director.

SECTION 6: REASONABLE ACCOMMODATIONS FOR PREGNANT EMPLOYEES AND APPLICANTS

It is the policy of the City of LaBelle to comply with all the relevant and applicable provisions of the Pregnant Workers Fairness Act (PWFA), which require that reasonable accommodations be made available to pregnant employees or applicants unless such accommodation would constitute an undue hardship to the City of LaBelle. Accordingly, to the extent required by the PWFA or other applicable law, the City of LaBelle will provide a reasonable accommodation to the known limitations related to the pregnancy, childbirth, or related medical conditions of an employee or applicant, unless the accommodation would impose an undue hardship on the City of LaBelle as follows:

1. The pregnant employee or applicant (or the employee's or applicant's representative) must communicate any known limitations for which the employee or applicant is seeking accommodation. For purposes of this policy, a "known limitation" means any physical or mental condition related to, affected by, or arising out of pregnancy, childbirth, or related medical conditions.

2. The City of LaBelle reserves the right to request the employee provide medical or other supporting documentation to the extent permitted by applicable law. Such medical documentation may include information demonstrating a need for accommodation, information pertaining to the employee's ability to perform the essential functions of the job, information concerning possible accommodations that may permit the employee to perform the essential functions of the job, information pertaining to any limitations that may affect the employee's ability to perform the job, the duration of any restrictions or needed accommodations, and any other information necessary for the City of LaBelle to administer the reasonable accommodation interactive process.
3. Before making a final decision regarding an accommodation, the City of LaBelle and the pregnant employee or applicant will engage in an interactive process and communicate regarding potential reasonable accommodations that may be effective and available without imposing an undue hardship. During this process, the employee or applicant is encouraged to suggest possible accommodations. The City of LaBelle will not require an employee or applicant affected by pregnancy, childbirth, or related medical conditions to accept any accommodation without first engaging in this interactive process with the employee or applicant.
4. The City of LaBelle will not mandate an employee or applicant use a reasonable accommodation where the employee or applicant is able to perform the essential functions of the position.
5. The City of LaBelle will not deny employment opportunities to any qualified employee or applicant based on the need, or potential need, to provide a reasonable accommodation.
6. The City of LaBelle will not require a qualified employee to take leave, whether paid or unpaid, if another reasonable accommodation can be provided to the known limitations related to the pregnancy, childbirth, or related medical conditions of the qualified employee.
7. The City of LaBelle will not take adverse action against any qualified employee or applicant on account of the employee or applicant requesting or using a reasonable accommodation pursuant to this policy.
8. As required by law, an individual's medical information should be kept confidential and not shared with anyone who is not involved in the reasonable accommodation process or who does not have a legitimate need to know.

For purposes of this policy, a qualified employee or applicant means:

A. An employee or applicant who, with or without accommodation can perform the essential functions of the position; or,

B. An employee or applicant who is unable to perform the essential functions, but (i) any inability to perform an essential function is temporary, (ii) the essential function could be performed in the near future, and (iii) the inability to perform the essential function can be reasonable accommodated.

Anyone who believes he or she has not afforded a required reasonable accommodation or who believes that this policy has been violated is required to report those concerns in accordance with the City of LaBelle's complaint procedure applicable to discrimination complaints.

Workplace Accommodations for Breastfeeding Mothers

In accordance with applicable law, the City of LaBelle will provide workplace accommodations for breastfeeding mothers as follows:

1. On request, the City of LaBelle will provide reasonable break time for an employee to express breast milk whenever needed by the employee for a period of up to a year after the birth of a child.
2. The City of LaBelle will provide a place, other than a restroom, that is shielded from view and free from intrusion from coworkers or the public, for use to express breast milk.
3. The City of LaBelle will not take adverse action against any employee on account of the employee requesting or using a workplace accommodation pursuant to this policy.

Anyone who believes he or she has not afforded the accommodations set forth in this policy or who believes that this policy has been violated is required to report those concerns in accordance with the City of LaBelle's complaint procedure applicable to discrimination complaints.

SECTION 7: DRUG-FREE WORKPLACE POLICY

Employees are expected and required to report to work on time and in appropriate mental and physical condition for work. It is our intent and obligation to provide a drug-free, alcohol free, healthful, safe, and secure work environment.

Policy:

The City's Drug-Free Workplace Policy is aimed at always ensuring zero tolerance to illegal drugs and its alcohol-free policy to zero tolerance under circumstances that affect or might affect the safety and well-being of employees, citizens and others, or that adversely affect or might affect the effective operation of City business. This policy has been implemented in accordance with sections 440.101 and 440.102 of the Florida Statues. In addition, all employees required to have a Commercial Driver's License (CDL) under chapter 49 part 383 are subject to controlled substance and alcohol testing rules established by the Federal Department of Transportation. Regulatory penalties for infractions are in addition to disciplinary action including termination of employment.

7.1 Prohibitions

A. Illegal Controlled Substances

The City prohibits the use, distribution, possession, manufacture, cultivation, sale

or attempt to sell or distribute illegal controlled substances at any time whether on or off duty, whether on or off City property. Illegal controlled substances are defined by applicable State and Federal laws.

B. Alcohol Abuse

Employees of the City are prohibited from using or possessing alcohol while on duty; while on City premises; while driving a City vehicle, operating a piece of the City's equipment, or being transported in City vehicles at any time; reporting to work under the influence of alcohol; or, from otherwise using alcohol in a manner at any time which adversely affects the business interests or operations of the City.

7.2 Definition

A. Mandatory Testing Position- Mandatory testing position shall mean a job assignment that requires the employee to:

1. Carry a firearm;
2. Work closely with an employee who carries a firearm;
3. Perform life-threatening procedures;
4. Work with heavy or dangerous machinery;
5. Work as a safety inspector;
6. Work with children;
7. Work with detainees in the correctional system;
8. Work with confidential information or documents pertaining to criminal investigations;
9. Work with controlled substances;
10. Undergo an employee security background check pursuant to section 110.1127 of the Florida Statues;
11. Perform safety-sensitive job duties and responsibilities.

B. Special Risk Position- Special risk position shall mean a position that is required to be filled by a person who is certified under:

1. Chapter 633 of the Florida Statutes (Fire Prevention and Control);
2. Chapter 943 of the Florida Statues (Law Enforcement).

7.3 Legal Use of Prescription and Non-Prescription Drugs

A. The legal use of prescription and non-prescription drugs is often necessary. Unless used in accordance with a valid prescription from a medical professional, lawful medical authorization, or in accordance with accepted over the counter

uses, the City prohibits the use, distribution, possession, manufacture, cultivation, sale or attempt to sell or distribute prescription drugs. Employees are required to advise his or her supervisor if he or she is taking prescription or non-prescription drugs, including medical marijuana, whether on duty or off duty, which have the potential to adversely impact the employee's job performance, judgement, alertness, reaction time, ability to safely operate vehicles or equipment, ability to possess or use firearms (if required by the employee's job) or ability to perform the essential functions of the employee's position in a safe and efficient manner. Disclosure allows the City to determine whether the employee can safely perform the essential functions of the position, whether temporary work restrictions are necessary, whether any reasonable accommodation is available and appropriate, and whether any safeguards need to be implemented. Employees may be required to provide medical documentation or submit to a fitness-for-duty evaluation concerning their ability to safely and effectively perform the essential job functions of their position.

B. It should be emphasized that this policy generally prohibits the use of marijuana, both on and off duty. However, as a qualified physician may issue a physician certification permitting the use of medical marijuana for a qualifying medical condition under Florida law, the City will consider granting exceptions to the general prohibition on off duty marijuana use as a reasonable medical accommodation. Exceptions will be reviewed and decided on a case-by-case basis dependent on al relevant facts and circumstances. In all cases, exceptions must be requested in advance of an employee's use of medical marijuana so that the City can engage in the analysis referenced in Section 7.3A above. If an employee tests positive for marijuana and has not previously been granted a reasonable accommodation exception, it will be considered a violation of this policy and grounds for disciplinary action.

7.4 Drug and Alcohol Testing

A. Job Applicant Testing – Applicants for employment in special risk and/or mandatory testing positions are subject to pre-employment drug and alcohol test as a prerequisite to employment with the City. Current employees who are assigned to a special-risk and/or mandatory testing position from a non-special-risk or non-mandatory testing position are subject to being tested at the time of assignment.

B. Routine Fitness for Duty Testing – Employees may be required to submit to drug and alcohol testing as part of any routinely scheduled employee fitness-for-duty medical examinations.

C. Follow-up Testing – Employees who enter an employee assistance program or any similar

rehabilitation program will be subject to drug and alcohol testing as a follow-up to such program. Follow-up testing will be conducted without advanced notice and at least once per year for a period of no less than two years.

D. Reasonable Suspicion Testing – An employee will be subject to drug and alcohol testing whenever reasonable suspicion exists to believe the employee is using drugs or alcohol in violation of this policy or otherwise engaging in conduct in violation of this policy. Reasonable suspicion shall be based on specific, objective and articulable facts and reasonable inferences drawn from those facts in light of experience. In making this determination, relevant factors may include, but are not limited to:

1. Observable phenomena, such as direct observation of drug use or of physical symptoms or manifestation of being under the influence of a drug or alcohol;

2. Abnormal conduct, erratic behavior or significant unexplained deterioration in work performance;

3. A report of drug use, provided by a reliable source;

4. Evidence that an individual has tampered with a drug test during his or her employment with the City;

5. Information that an employee has caused or contributed to an accident or injury while at work;

6. Evidence that an employee has negligently or recklessly operated a vehicle, equipment or machinery while at work;

7. Evidence that an employee has used, possessed, manufactured, cultivated, sold, solicited, or transferred drugs.

Supervisors who determine that reasonable suspicion exists to require an employee to submit to a drug and/or alcohol test are required to promptly document in writing the circumstances which formed the basis of the determination that reasonable suspicion existed to warrant the testing.

E. Random and or Suspicionless Testing – Employees who hold special risk or mandatory testing positions are subject to drug and alcohol testing on either a random or a suspicionless basis.

F. Other Lawful Testing – The City reserves the right to conduct any other type of lawful drug or alcohol testing. Employees who are subject to the drug and alcohol testing requirements imposed by the Department of Transportation on operators of commercial motor

vehicles must fully comply with this policy as well as the DOT-mandated Substance Abuse Policy for Commercial Motor Vehicle Operators. When safety-sensitive CDL employees are being tested pursuant to this policy (i.e., the non-DOT policy), the testing procedures set forth below shall apply. When safety-sensitive CDL employees are being tested pursuant to the DOT-mandated policy, the procedures set forth in the policy shall apply.

7.5 Drugs Tested for and Common Medications that may Affect Results

A. Drugs Tested For – Employees will be subject to drug testing for the detection of the following illegal drugs/drug groups, as well as others that may from time to time be declared illegal by state or federal law:

Alcohol (including a distilled spirit, wine, malt beverage or other intoxicating liquor)
Amphetamines
Barbiturates
Benzodiazepines
Cannabinoids (marijuana)
Cocaine
Methadone
Methaqualone
Opiates (Heroin, Morphine, Codeine)
Phencyclidine (PCP)
Propoxyphene
Any other hallucinogen, synthetic narcotic, designer drug or a metabolite of any of the substances listed above

B. Common Medications Which Could Alter or Affect Test Results - Certain prescription and non-prescription medications may alter or affect a drug or alcohol test. Employees and applicants that are subject to testing are obligated to report any prescription or non-prescription medication which could alter or affect test results to the independent Medical Review Officer ("MRO"). The MRO is Dr. **Neil J Dash**, who can be reached at **546 Franklin Ave. Massapequa, NY 11758 1-800-547-2966**. Employees and applicants subject to testing have the right to confidentially consult with the MRO for additional or technical information regarding medications which may alter or affect test results. The most common medications which may alter or affect a test include, but are not limited to:

Drug	Medication Which May Alter or Affect Test
Alcohol	Liquid medications containing ethyl alcohol (ethanol). For example many cough syrups, Vicks Nyquil, Comtrex, Listerine contain alcohol

Cannabinoids	Marinol (Dronabinol, Tetrahydrocannabinol (THC))
Amphetamines	Obetrol, Biphetamine, Desoxyn, Dexedrine, Didrex, Ionamine, Fastine
Cocaine	Cocaine HCI topical solution (Roxanne)
Phencyclidine	Not legal by prescription
Methaqualone	Not legal by prescription
Opiates	Paregoric, Parepectolin, Donnagel PG, Morphine, Pectoral Syrup, Tylenol with Codeine, Empirin with Codeine, APAP with Codeine, Aspirin with Codeine, Robitussin AC, Guiatuss AC, Novahistine DH, Novahistine Expectorant, Dilaudid (hydromorphone), M-S Contin and Roxanol (morphine sulfate), Percodan, Vicodin, Tussi-organidin, etc.
Barbituates	Phenobarbital, Tuinal, Amytal, Nembutal, Seconal, Lotusate, Fiorinal, Fioricet, Esgic, Butisol, Mebaral, Butabarbital, Butalbital, Phenrinin, Triad, etc.
Benzodiazepines	Activan, Azene, Clonopin, Dalmane, Diazepam, Halcion, Librium, Xanax, Serax, Tranxene, Valium, Verstran, Paxipam, Restoril, Centrax
Methadone	Dolphine, Metadose
Propoxyphene	Davocet, Darvon N, Dolene, etc.

7.6 TEST RESULTS

The following procedures will be followed if an employee or job applicant has a confirmed positive test result:

A. An employee or applicant who receives a positive confirmed test result may contest or explain the result to the MRO identified above within five working days. If the MRO determines that the employee's explanation is unsatisfactory, the MRO will report the positive test to the City. The employee or applicant may contest a positive confirmed test result pursuant to this policy**,** section 440.102 of the Florida Statutes, or other applicable law. If an employee or applicant seeks to contest the laboratory result, it is his or her responsibility to contact the laboratory

to advise of any administrative or civil proceeding challenging the results and to request that the test sample be preserved.

B. Within 180 days of receiving written notification of a positive test result, an employee or applicant may, at his or her expense, have the positive sample retested at a different laboratory licensed and approved by the Agency for Health Care Administration.

C. Within five working days after receipt of a positive confirmed test result from the MRO, the City will inform the employee or applicant in writing of the test result, the consequences of the test result and any options that the City may elect to afford the employee or applicant in accordance with this policy. Within five working days after receiving notice of a positive confirmed test result from the City, the employee or job applicant may submit information to the employer explaining or contesting the test result and explaining why the test result does not constitute a violation of this policy. If the City determines that the explanation is unsatisfactory, the City will provide a copy of the test result to the employee or applicant along with a written reason as to why the explanation was deemed unsatisfactory.

7.7 CONSEQUENCES OF A POSITIVE CONFIRMED TEST, A REFUSAL TO SUBMIT TO TESTING OR TAMPERING WITH A TEST.

An employee who has a positive confirmed test, who refused to submit to a test or who tampers with a test is subject to disciplinary action up to and including termination, may forfeit eligibility for workers' compensation medical and indemnity benefits and may forfeit entitlement to unemployment compensation. A job applicant who has a positive confirmed test, who refuses to submit to a test or who tampers with a test will be ineligible for employment.

7.8 CONFIDENTIALITY

Absent written consent, all information, interviews, reports, statements, memoranda, and drug test results, written or otherwise, received or produced as a result of the City's drug testing program are confidential and exempt from the provisions of Chapter 119 of the Florida Statutes (Public Records Law) and may not be used or disclosed except as otherwise provided by section 440.102 of the Florida Statutes or other applicable law.

7.9 EMPLOYEE ASSISTANCE PROGRAM

The City has an Employee Assistance Program (EAP) with one of its missions being to assist employees who voluntarily report drug or alcohol related problems, which have not

yet adversely affected their job or City operations. Employees who voluntarily seek help, who have not had a positive drug test and who are not participating in EAP at the time or at any previous time, will not be subject to discipline. Employees with drug or alcohol related problems who wish to seek voluntary assistance through the EAP may contact one of the following EAP providers (or any other similar provider):

RESOURCES FOR LIVING
1-800-272-3626
www.mylifevalues.com
Username:PRM
Password: 8002723626

Other Helpful Numbers

Drug/Alcohol Abuse Help line: 1-800-362-2644
Drug/Alcohol Abuse 24-hour Crisis Line: 1-800-283-2600
Alcoholics Anonymous: 1-800-252-6465
Drug Abuse Alcoholism & Cocaine: 1-800-333-4444
Drug-Free Workplace Helpline: 1-800-Workplace (967-5752)
Substance Abuse & Mental Health Svcs Admin Helpline: 1-800-662-HELP (4357)

Employees and applicants who violate this Policy will ordinarily not be eligible to elect participation in EAP in lieu of disciplinary action. The City may permit exceptions to this provision where the Human Resources Director or Mayor determine, in his or her exclusive discretion, that the specific circumstances warrant. In such circumstances, the City may require that an employee in violation of this policy participate and successfully complete the EAP as a condition of continued employment.

Employees employed in a mandatory testing or special-risk position who enter into EAP, whether voluntarily or involuntarily, will be removed from their mandatory testing or special-risk position and transferred to another position or placed on leave until the successful completion of the EAP. An employee placed on leave may utilize his or her accrued leave, if any, otherwise the leave shall be unpaid.

7.10 REPORTING VIOLATION OF THE POLICY

It is the obligation of every employee to report violations of this Policy. Failure to report may subject employees to discipline up to and including termination of employment.

7.11 COORDINATION WITH HUMAN RESOURCES

The City's Drug Free Work Place policy is subject to applicable law and all action taken

by members of management hereunder must be coordinated through the Human Resources Director to insure compliance with all applicable laws.

7.12 MANAGEMENT'S RESPONSIBILITIES

A. City of LaBelle Supervisors are responsible for observing the behavior of employees on the job as a precaution against unstable or unreliable behavior that could threaten the safety and well being of employees or the public.

B. Supervisors are responsible for maintaining a safe work environment by determining each employee's fitness for duty.

C. In the event a supervisor has reasonable suspicion that an employee may be affected by drugs or alcohol or has otherwise violated this policy, the supervisor must contact Human Resources.

7.13 REPORTING AND CONVICTION OF ARRESTS AND/OR ALLEGED CRIMES INCLUDING DRUGS AND ALCOHOL

A. All employees must report to their supervisor any arrest, indictment, conviction, plea or pretrial interventions of any type, of a drug or alcohol-related violation or alleged violation of law no later than five days after they become aware of it. Failure to report may result in immediate termination.

B. Upon conviction of a crime involving illegal drugs, the employee will be immediately terminated.

C. Without regard to prosecution or conviction by appropriate governmental entities, the City may, at its option, conduct its own independent investigation to determine whether this policy has been violated. If, in the opinion of the City, it believes a violation has occurred, it will take whatever disciplinary action it deems appropriate regardless of the ultimate outcome of any criminal case that may be brought against the employee. The City shall not be obligated to await the outcome of any pending criminal or legal action prior to taking disciplinary action.

SECTION 8: WORKPLACE VIOLENCE PREVENTION

Policy:

8.1 The City of LaBelle strives to provide a safe and healthy work environment that is free from threats and violence for all employees and other people in our workplace. We define workplace violence as actions or words that endanger or harm another employee or result in other employees

having a reasonable belief that they are in danger. Such actions include but are not limited to, verbal or physical harassment, verbal or physical threats, assaults or other violence or other behavior that causes others to feel unsafe in the work setting.

8.2 All employees of The City of LaBelle are expected to treat each other, their customers, the public and all others with courtesy, dignity and respect. All employees are expected to abide by the Employee Code of Conduct.

8.3 It is the responsibility of all employees to report all threatening behavior to their supervisor, Department Head or the Human Resources Director immediately. All threatening incidents will be documented by the person receiving the report and investigated by the Human Resources Director. This investigation may involve the assistance of the local law enforcement agency.

8.4 No employee acting in good faith, who reports real or implied violent behavior will be subject to retaliation or harassment based upon their report.

8.5 The City of LaBelle will not tolerate workplace violence. It is the goal of this policy to promote the safety and well-being of all people in our workplace.

8.6 A violation of this policy may result in disciplinary action up to and including termination of employment, and, civil and/or criminal sanctions, if appropriate.

SECTION 9: CLASSIFICATION PLAN

Policy:

9.1 All positions in the Classified Service of the City of LaBelle are grouped according to the type of work and level of responsibility required for the specific position. Each classification has an official job title and corresponding job description, which outlines the typical duties performed.

9.2 The City reserves the right to assign job duties outside of the employee's job description where the City deems it to be in its best interest. All positions in the classified service are paid in accordance with the pay grade assigned to each classification.

9.3 In addition, all positions in the City of LaBelle will be designated as regular full-time or regular part-time. All positions will be designated exempt or non-exempt under the Fair Labor Standards Act. All part-time positions will be non-exempt.

Procedures:

9.4 Classification Procedures

A. Each Department Director is responsible for ensuring that the description for each position within his or her department accurately reflects the duties required to be performed by the employee holding the position. When a new position is created, existing positions are modified, or where gradual changes over time have occurred in a job, the Department Director shall work with the Human Resources Director to develop a new or revised job description.

B. The Human Resources Director shall review all revised job descriptions and recommend changes if needed.

SECTION 10: FILLING VACANT POSITIONS

Policy:

10.1 Vacant positions shall be filled from among the most qualified candidates available. Positions will be filled using the following steps:

A. Determine the essential and non-essential functions of the position and assess the knowledge, skills, and abilities needed to perform those functions.

B. Give preference to qualified veterans when required.

C. Assess applicants based on their overall job-related qualifications.

Procedures:

10.2 When a vacancy occurs, the Department Supervisor will take the following steps:

A. Review the current job description, qualifications, and revise as needed.

B. Consider filling the position from in house.

C. Consider filling the position with an applicant from a previous job posting, if applicable. Applicants from previous job posting may be selected without advertising.

D. Submit a request to the Human Resources Director to post for the position.

10.3 Once Human Resources has received the request the following steps will be completed:

A. Determine the qualifications needed and develop an advertisement for the vacant position.

B. Accept applications until 5:00 pm on the closing date or until filled.

10.4 The Human Resources Director will review the application with the assistance of the Superintendent of Public Works or the Department Supervisor.

A. Application Review – review applications for essential functions for the vacant position.

B. Oral Interview - Job-related questions asked to all applicants selected for interviews with responses being evaluated to identify each applicant's qualifications for the position.

C. Reference and Background Check – The gathering and use of job-related information from people who have knowledge of an applicant's work experience.

10.5 Veterans' Preference in Interview and Employment

Preference in the selection process shall be given to preference-eligible veterans, reservists, and eligible family members of veterans as follows:

A. Preference-eligible veterans, reservists, and eligible family members meet the position qualifications will be included in the application review and at a minimum must be included for consideration in the next step in the selection process, if applicable.

B. If interviews are conducted, a qualified preference-eligible veteran, reservists, or eligible family members will be given the opportunity to be interviewed

C. Preference in employment shall be given to eligible veterans, reservists, or eligible family members in accordance with Chapter 295, Florida Statutes.

SECTION 11: SEPARATIONS

11.1 Separations from City employment shall be designated as one of the following types:

A. Resignation – Eligible for Rehire

Employees in good standing who elect to voluntarily resign and who give at least two-weeks written notice are deemed to have resigned and to be eligible for rehire.

B. Resignation – Not Eligible for Rehire

In the following instances, employees who voluntarily resign are not eligible for rehire.

1. The employee abandons his or her position, no call no show or fails to give a two-week written notice.

2. Employee resigns while under investigation, or during the disciplinary process, for an offense for which dismissal is being considered.

C. Retirement

All regular full-time and part-time employees are members of either Florida Retirement System (FRS) or Florida Municipal Pension Trust (FMPTF) (Firefighters only). Eligible for retirement if you meet the qualifications set forth by FRS or FMPTF.

D. Dismissal – Termination

Dismissal is the involuntary termination of employment against the wishes of the employee.

E. Exit Interview

The purpose of the exit interview is to provide management with information that will help identify potential problems and help keep the City of LaBelle a pleasant and efficient place to work.

Each employee who resigns from the City of LaBelle shall be asked to complete an exit interview form in the Human Resources Office at or before the time he or she receives the final paycheck and returns all City of LaBelle property, including identification and keys.

SECTION 12: EMPLOYEE BENEFITS

Policy:

12.1 The City of LaBelle has a very competitive benefits package for all Full-time

employees. The City provides Health, Vision, Dental, Life Insurance and Retirement Benefits to all full-time employees. Eligibility for such insurance is subject to the terms and conditions of the insurance plan coverage document itself or the governing documents of the retirement plans. Full details and eligibility conditions are more fully set forth in the terms of those plans and coverage documents. In the event of any inconsistencies between the plan documents and this Employee Handbook, the insurance plan documents and retirement coverage documents take precedence. Any questions or concerns should be directed to the Human Resources Director. As with other terms and conditions of employment, the City reserves the right to change, supplement, or rescind these benefits at any time and for any reason.

12.2 Eligibility

All Full-time regular employees shall be eligible for Group Health Benefits such as; Health, Vision, Dental, and Life Insurance 60 days after the first of the month in which you were hired. Retirement benefits start immediately.

12.3 Supplemental Insurance

City of LaBelle may allow employees to participate in various supplemental insurance plans such as: Aflac, Allstate, LegalShield, etc. The City does not endorse or approve such plans and are not responsible for the performance of the providers. These deductions are at the employees' expense through pre-tax or post-tax payroll deductions and are offered as a convenience to the employee.

12.4 COBRA Coverage

City of LaBelle will provide for continuation of health insurance coverage required by the Consolidated Omnibus Budget Reconciliation Act of 1985 should you leave employment. COBRA Coverage is at the employee's expense. The information will be mailed to the previous employee should they want to continue health insurance coverage.

12.5 Enrollment

A. Full-time employees are eligible to enroll for Group Health Benefits on three occasions

1. As a new hire, after satisfying the waiting period

2. Annually during open enrollment in August

3. Within 30 days of a Qualifying event. Qualifying events include, but are not limited to Marriage, Divorce, Birth. Adoption, Gaining legal custody, or Guardianship of a child, Involuntary loss of other group health insurance coverage, or Death.

B. Employees who do not wish to participate in the City's Health Insurance Plan may opt out by filling out the paperwork and signing refusal of coverage.

C. For Pre-tax benefit plans, changes will be limited to those allowed under IRS Code section 125, and in accordance with the City of LaBelle cafeteria plan document.

12.6 Retirement

The City has three retirement plans:

1. Florida Municipal Pension Trust which is for the firefighters. Firefighters are eligible for this plan immediately. The City contributes a set rate and the employee contributes a mandatory 1% to their retirement. Retirement age is 55 years old and 10 years of service or 20 years of service regardless of age. Early retirement is 50 years old and 10 years of creditable service. Monthly retirement benefits are calculated by number of years of service multiplied by 3.75% and multiplied by average final compensation. Early retirement benefits are reduced by 3% for each year under the age of 55 years old.

2. Florida Retirement System is for all the general employees. The City contributes a rate set by the State and approved by the Governor and the employee must contribute 3% . You will be eligible for a Pension Plan benefit (i.e. be vested) when you complete six years of service (if you enrolled in the FRS prior to July 1, 2011) or eight years of service (if you enrolled in the FRS on or after July 1, 2011) and age 62 or 30 years of creditable service, regardless of your age before age 62.

3. FRS Investment Plan Vesting is for general employees if they choose the investment instead of pension plan. Members are vested after one year of service and are always 100% vested in their own contributions. For further details concerning regular retirement or early retirement refer to the Florida Retirement Systems booklet, MyFRS.com, or contact Human Resources.

These pension plans are governed by state and local law and may be amended from time to time. To the extent that the synopsis of the plans set forth above differs in any respect from the applicable state or local law, as may be amended, the state and local law govern. Nothing in this policy or in this handbook should be construed as granting any employee

or other individual any pension benefits or rights not otherwise set forth in the applicable state or local law.

12.7 USERRA Benefits and Continuation Coverage

A. In accordance with the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) City of LaBelle will continue to provide the same health insurance benefits to an employee absent from work to serve in the uniformed services for the first 30 days of service.

B. For absences of more than 30 days, the employee may elect to continue the health insurance plan coverage for up to 18 months after the absence begins, or the period of service, whichever is shorter. The employee is required to pay for all premiums for periods of time the employee is on leave without pay.

C. On return to work from service, health insurance coverage will be reinstated without any waiting period or exclusions for preexisting conditions, other than waiting periods or exclusions that would have applied even if there had been no absence for uniformed service.

D. In addition, during periods of military service or absence due to work-related injuries, employees will be credited with retirement benefits as required by USERRA and Chapter 121, Florida Statutes.

12.8 Retiree Insurance Coverage

In accordance with Section 112.0801 Florida Statutes, City of LaBelle full-time general employee retirees have the option of continuing to participate in the City of LaBelle group health insurance plans. The City will pay a portion of the premium based on your years of service with the City at the time of retirement from the City's pension plan. If you have 30+ years the City will pay 100% of your premium, 25 years the City will pay 75% of your premium. These premiums will be paid until you reach Medicare age then you will be responsible for your own coverage and to pay your own premiums.

City of LaBelle full-time Firefighters retirees have the option of continuing to participate in the City of LaBelle group health insurance plans. The City will pay a portion of the premium based on your years of service with the City at the time of retirement from the City's pension plan. If you have 25+ years of service the City will pay 100% of your premium. If you have 20 years of service the City will pay 75% of your premium. These premiums will be paid until you reach Medicare

age then you will be responsible for your own coverage and to pay your own premiums.

12.9 Tuition Reimbursement

If you are continuing education to receive a degree and are paying your tuition without the use of scholarship funds the City will reimburse up to a total of $5,000 lifetime with the proper receipts. You must sign an agreement to continue employment with the City for at least 2 years.

We will also, reimburse for CDL if approved by your supervisor and agreement is signed to remain at the City for 2 years after obtaining your CDL. If you fail to remain at the City for 2 years you will be responsible for reimbursing the City the funds that you were paid for obtaining your degree or CDL.

12.10 Employee Performance Evaluations

The Employee Performance Evaluation is designed to record the evaluation of an employee's performance, progress, attitude and behavior on the job as accurately and as fairly as possible on forms provided by the Human Resources Director. All evaluations shall be kept in the employee's personnel files

Employee Performance Evaluations are reviewed when merit increases are considered.

The primary responsibility for conducting performance evaluations is that of the employee's immediate supervisor.

SECTION 13: PAYROLL AND TIMEKEEPING

13.1 Pay Week and Pay Period

Employees are paid on a weekly basis, totaling 52 pay periods per year. The pay period officially begins at 12:00 a.m. each Friday and ends 7 days later at 11:59 pm on Thursday, followed by a paycheck on Friday for the hours worked in the previous week.

13.2 Hours of Work

The normal hours worked vary depending on the department. Your supervisor will advise you as to your hours.

Non-exempt Employees

A. Non-exempt employees must maintain a complete record of the total number of hours worked per day per week. All hours must be accurately recorded on a paper or electronic time sheet that will be provided by the City. Each employee must sign or approve his or her timecard to verify the reported hours are correct. All time sheets are to be turned in and approved by your supervisor on Friday morning so they can be turned into the HR Director no later than 9:30 am every Friday. Please be sure to mark all hours worked, absences, late arrivals, early departures, holidays, etc. When you receive your paycheck or direct deposit, please promptly review them to verify that you were paid correctly.

B Unless authorized by your supervisor, employees should not work any hours that are not authorized. Employees may not start work early, stay late, work through lunch break, or perform any other extra work or overtime work that hasn't been authorized.

C. Employees are prohibited from performing any off-the-clock work. Off-the-clock work means work performed but not reported on the timecard. Any employee who fails to report or inaccurately report hours worked will be subject to disciplinary action up to and including termination.

D. It is a violation of City policy for any employee to falsify a timecard or to alter another employee's timecard. Any employee who believes that his or her timecard was altered as to no longer be accurate is to report this to the Human Resources Director.

E. Supervisors may correct errors made by an employee, but in the event of a dispute over hours of work, supervisors may not alter an employee's timecard without consulting Human Resources.

Exempt Employees

A. Exempt salaried employees receive a salary that is intended to compensate them for all hours they work. While it may be subject to review or modification from time to time, such as during salary review time, the salary will be a predetermined amount that will not be subject to deductions for variations in the quantity or quality of work performance.

B. Under Federal and State law, employee's salary is subject to certain deductions. For example, absent contrary state law requirements, salary can be reduced for the following reasons:

1. Absences for personal reasons*

2. Absences for sickness or disability*

3. Full day disciplinary suspensions for infractions of our written workplace conduct policies and procedures

4. Family and Medical leave absences (either full or partial day)

5. Although absences for jury duty, attendance as a witness, or military leave in any work week will not result in a deduction of salary in any week in which the employee has performed work, the City will deduct from salary to offset amounts received as payment for jury or witness fees or military pay.

6. The first or last week of employment in the event the employee works less than a full work week.

7. Salary may also be reduced for certain types of deductions such as health, dental, vision, or life premiums. State, Federal, local taxes, or social security. Voluntary contributions to a deferred compensation or pension plan.

(*Note: Normally employees will be required to use accrued leave for such absences. It is not an improper deduction to reduce an employee's accrued annual leave or other forms of paid time off for full or partial day absences for personal reasons, sickness or disability.)

13.3 Errors in Pay

A. The Human Resources/Payroll department takes every precaution to avoid errors in your paycheck. However, we expect all employees to assist us by reviewing their paychecks and direct deposit statements for accuracy. Responsibility for ensuring that employees are properly paid and that correct deductions have been

made is shared between employee, supervisor, and Human Resources/Payroll department.

B. Adjustments will normally be made in the next payroll after the Human Resources Director is notified of the error.

C. Reporting Concerns or Obtaining More Information

1. Please contact Human Resources immediately if you have any questions about your pay. If you believe you have been subject to any improper deduction or your pay doesn't accurately reflect your hours worked, you should report the matter to your supervisor. If the supervisor is unavailable, you may contact Human Resources at 863-675-2872.

2. If you report violations of this policy, it will be fully investigated, and corrective action will be taken. In addition, the City will not allow any form of retaliation against any individual who reports a violation of this policy.

13.4 Overtime Compensation and Compensatory Time Off In lieu of Overtime

A. It shall be the policy of the City to keep overtime work to a minimum. However, when non- exempt employees are directed by their authorized supervisor to work extra hours in addition to the regular hours or normal work of the department in which they are assigned, they shall be compensated in accordance with the provisions of the Fair Labor Standards Act. This means that employees who are not exempt from the overtime provision of the FLSA will be paid overtime at the rate of time and one-half for all hours actually worked in excess of forty (40) hours in the established seven (7) day work week.

B. This rule does not apply to those positions determined to be exempt from overtime under the Fair Labor Standards Act.

C. No paid absences shall be counted in the computation of overtime. Overtime is based on "actual hours worked", therefore, vacation, sick, holiday, personal day, compensatory time, and other such leaves will not be counted as hours worked or used in the computation of overtime compensation.

D. There shall be no duplication or pyramid in the computation of overtime pay and nothing in this manual shall be construed to require the payment of overtime or other premium pay more than once for the same hours worked.

E. Employees shall be given as much advance notice as practicable when overtime is required. Notwithstanding, employees are expected to work overtime assignments whenever directed by their supervisor, and the refusal or failure to work overtime as directed is considered grounds for disciplinary action.

F. Employees who are not exempt from the overtime provisions of the FLSA are to work overtime hours only when assigned and authorized. At no time may a non-exempt employee work "off the clock." "Volunteered time," though well intentioned, is not permitted. This includes early and late work hours and working through lunch periods. Non-exempt employees who work off the clock will be subject to discipline. Supervisors who request or demand that a non-exempt employee work off the clock will be subject to discipline.

G. In lieu of paying cash overtime, the City reserves the right to provide paid compensatory time off (accrued at a rate of one and one-half hours for each overtime hour worked).

H. Compensatory Time may be taken as operational conditions permit with prior approval by the Department Head. Must be taken in the same work week it is earned if possible.

I. During a declared state of emergency all employees, including exempt employees, will be paid for all time worked. For non-exempt employees, the pay will be calculated in the manner required by the FLSA (as set forth above). For exempt employees, any extra pay over and above the employee's regular salary will be paid at the employee's regular time and a half rate for hours worked above the employee's normal schedule. For exempt employees, all determinations regarding hours worked above the normal schedule, hours to be compensated, and applicable rate of pay shall be solely determined by the City and shall not be subject to grievance or appeal.

J. It is the City's policy to comply with all applicable wage and hour laws and regulations. In accordance with this policy, the City prohibits deductions from the salary of exempt employees except where otherwise permitted by law. If you are an exempt employee and you believe that an improper deduction has been made to your salary, you must immediately report it to the Human Resources Director. Reports of improper deductions will be promptly investigated and, if it is determined that an improper deduction was made, the deduction will be reimbursed.

SECTION 14: ATTENDANCE AND LEAVE

Scope:

This policy applies to all employees of the City of LaBelle.

Policy:

14.1 Employees may be granted paid and unpaid leave from work for A variety of purposes including personal and family illnesses; work related or civic duties. City of LaBelle encourages employees to take periodic scheduled vacations to rest and relax.

14.2 All leave is subject to approval by the employee's supervisor. The supervisor retains the right to deny an employee's leave request for scheduled or unscheduled leave if it is determined that the request will impair operations or result in significant loss of service to the public. In the event of a declared State of Emergency affecting any portion of our service area, approved absence requests are subject to cancellation or modification.

14.3 In order for the City of LaBelle to operate in an efficient manner, and to meet the various needs of our citizens, it is essential that employees arrive on time, depart on time, and that they take breaks as scheduled. Excessive tardiness, excessive absenteeism, taking leave without pay, and working overtime without prior authorization may result in disciplinary action.

14.4 Late Call In: Employees are expected to report to work at the prearranged time set by your department supervisor. Any clock in after that set time is considered late. If you are going to be late you must notify your supervisor and advise how late you expect to be. After 3 late arrivals you will receive a written warning. If lateness continues after the warning letter, disciplinary action will be taken.

14.5 Holidays

A. Full-time and Part-time City employees filling established regular positions are entitled to the following paid holidays annually:

New Year's Day	January 1
Martin Luther King Day	Third Monday in January
President's Day	Third Monday in February
Good Friday	Friday before Easter
Memorial Day	Last Monday in May

Independence Day	July 4th
Labor Day	First Monday of September
Veteran's Day	November 11th
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday following Thanksgiving
Christmas Eve	December 24th
Christmas Day	December 25th
Employees' Birthday	

If a holiday falls on Saturday, the Friday before will be observed and any holiday falling on Sunday, the following Monday will be observed. To be eligible for holiday pay, you must be present at work the last scheduled day before and the first scheduled day after the day on which the holiday occurs unless approved by your supervisor in advance.

14.6 Sick Leave

As a new or rehired employee, you may be eligible for sick leave after completion of 90 days of continuous employment. Sick leave is earned on an accrual basis of 8 hours per month or a total of 96 hours (12 working days) per year and will not be advanced. Part-time employees that work a minimum of 20 hours per week, 52 weeks per year, may receive pro-rated sick leave.

Sick leave is granted by the department head or immediate supervisor for personal illness or as emergency leave in the event of serious injury, serious illness, or contagious illness of an employee's immediate family members. Sick leave accrual shall be unlimited.

After ten (10) years of continuous service sick leave will be paid at 50% when an employee leaves in good standing (with at least two weeks' notice) or upon death. Retirement is defined as any employee immediately entitled to benefits under the pension plan. Payment of such benefits in the event of death is payable to the surviving spouse, and if none, to the estate of the deceased.

A retirement under threat of potential dismissal or investigation, as determined exclusively by the City, shall not be considered to be in good standing. At its election, the City may also condition the payout of leave under this section on the employee's (or employee's estate) agreement to a written general release in favor

of the City. For any employee who does not qualify for payout of sick leave under this Section, accrued unused sick leave is considered forfeited at separation.

If you are out for more than two (2) days, a doctor's note will be required upon return to work.

Abuse of sick leave will affect your performance evaluations and shall result in disciplinary action.

An employee may receive donated sick leave from another employee if they are out for an illness or injury to the employee, employee's parent, employee's spouse, employee's children or grandchildren or the employee's sibling. The employee must be out of all sick, vacation, and comp time to receive donated time.

14.7 Annual Leave

The City provides vacation leave for the employees to enjoy vacation or take care of personal business. Vacation time must be taken at the **convenience of the department** so that it will not interrupt the working schedule. Vacation leave must be approved two weeks in advance unless it is an emergency. Vacations, where possible, must be taken within the same calendar year in which they are earned. Vacation time will be capped at 240 hours. Payment in place of one-half of your vacation will be permitted.

Full-time employees begin accruing vacation time immediately and earn vacation at the rate of two weeks per year (10 days) for years 1 through 5 and shall be eligible to take vacation after one full year of continuous employment. Employees earn at the rate of three weeks (15 days) for years 6 through 10 of continuous employment; and four weeks (20 days) for years 11-25 of continuous employment; and five weeks (25 days) for years 26 and beyond of continuous employment. Part-time employees that work a minimum of 20 hours per week, 52 weeks per year earn pro-rated vacation.

Accrued, unused vacation pay will only be paid out on separation for employees who resign in good standing (as exclusively determined by the City) and who give at least 14 days' advance notice of the resignation. Employees who are involuntarily separated for any reason, who do not resign in good standing, or who do not give the requisite 14 days' advance notice will forfeit any unused vacation and will not be paid out. At its election, the City may also condition the payout of leave under this Section on the employee's (or employee's estate) agreement to a written general release in favor of the City.

14.8 Using Sick Leave and Annual Leave

Within the guidelines established by this policy, the Department Directors and Supervisors may issue specific instructions for requesting and obtaining approval to use sick leave or annual leave based on specific needs of their department. In addition, the following shall apply:

A. Approval of taking leave is normally granted or denied by the employee's immediate supervisor. However, all requests for FMLA leave, military leave, or domestic violence leave shall be referred to the Human Resources Director.

B. Employees earn Sick and Annual leave starting with the first day of employment but are not to take leave time until after their probationary period is successfully completed unless approved by the Supervisor.

C. Employees are prohibited from taking paid leave time once they have given notice of intent to resign or retire. Exceptions may be approved by the Mayor on a case by case basis.

D. Negative leave balance or borrowing against future leave is prohibited.

14.9 Leave of Absence with Pay or without Pay

Leave of absence with pay shall normally be granted only for jury duty, military reserve duty, funerals, and Victims of Domestic Violence or Sexual Violence as detailed below.

1. **Jury Duty:** If you have been lawfully summoned to report or perform jury service you shall be paid by the City your base rate of pay for such time as you are required to be away from the scheduled workday unless the jury duty extends for an exorbitant period of time, as determined by the Mayor. If excused from jury service during normal working hours, you must report to your supervisor to determine whether you will work the remainder of the normal work schedule. Any money received, except for travel or food, must be turned over to the City in order to receive your base pay for jury duty.

2. Military Leave:

A. Leave for Active Military Service:

Employees who are members of the U.S. Armed Forces Reserves or the National Guard will be granted a leave of absence to perform active military service. The first 30 calendar days of such leave will be with full pay for active federal military service that is equal to or greater than 90 consecutive calendar days on a single order. For any unpaid leaves under this policy, employees may elect, at their option, to use any accrued unused vacation or sick leave. The City will continue to pay its share of any health insurance coverage for up to 30 days of military leave.

The administration of leave for active military service under this section shall be as follows:

1. If it is known at the outset of the leave that the employee will be on Military Leave for Active Military Service for less than 90 consecutive days, then the leave will not be paid and the employee may instead choose, at his or her option, to use accrued vacation or sick leave.

2. If it is known at the outset of the leave that the employee will be on Military Leave for Active Military Service for 90 consecutive days or more on a single order, then the employee will receive full pay during the first 30 calendar days of such leave. After the first 30 calendar days of the period of active military service, the employee may choose, at his or her option, either to use accrued vacation or sick leave or to take unpaid leave.

3. If it is not known at the outset of the leave whether the employee will be on Military Leave for Active Military Service for 90 consecutive days or more on a single order, then the employee will be initially placed on unpaid leave unless the employee chooses to use accrued vacation or sick leave. If the employee reaches 90 consecutive days of Military Leave for Active Military Service, the employee will be retroactively paid for the first 30 calendar days or reimbursed for any accrued leave used during that 30-day period.

B. Leave for Reserve or Guard Training:

Employees who are members of the Reserve or National Guard will be granted a military leave of absence for all time in which the employee is ordered to engage in training. The employee is required to provide his or her supervisor as much advance notice as possible of the need and intent to be away for Reserve/Guard training. Up to 240 hours per year for Reserve or Guard training shall be paid leave. Any training hours required in excess of 240 hours per year shall be without pay.

C. Leave for Named Events or Declared Emergency:

A military leave of absence will also be granted to any employee who is a member of the Florida National Guard and is called to active state duty for a named event or an officially declared emergency or disaster pursuant to Florida Statutes, Section 250.48. Official orders for any such service shall be presented to an employee's immediate supervisor. Leave under this section shall be with pay for the first 30 days of the named event or emergency and thereafter shall be without pay.

D. Leave for Florida State Guard Duty:

A military leave of absence will also be granted to any employee who is a member of the Florida State Guard and is called to active state duty for a named event, declared disaster, or other covered operation pursuant to Florida Statutes, Section 251.001 (10)(a). Leave under this section shall be with pay for the first 30 days of the named event, disaster, or covered operation and thereafter shall be without pay.

E. General Requirement and Return to Work

Employees are required to provide as much advanced notice as possible of the need for military leave unless giving notice is impossible or precluded by military necessity.

Unless otherwise required by applicable law, reinstatement or re-employment by the City following a period of active military service will be granted as follows:

1. If discharged from the military, the employee must have received an honorable discharge.

2. The military leave has not cumulatively exceeded five years.

3. The employee reported back to work or applied for reinstatement; (a) within 90 days after release from military service lasting more than 180 days; (b) within 14 days after release from military service lasting between 31 and 180 days; or, (c) on the next regularly scheduled workday following release from military service of less than 31 days.

The employee will be reinstated in the position her o she would have attained if not for the military leave (or similar one in terms of status, pay, and seniority) and will receive full credit for time spent in the military, provided the above requirements are met.

3. **Funeral Leave:**

After completion of 90 days of continuous employment, leave with pay to attend the funeral of a member of the employee's immediate family or other family members living in the employee's immediate household will be granted not to exceed three (3) days in state for any one bereavement. Under unusual or extreme circumstances this may be extended to five (5) days with the approval of the appropriate department head. Five (5) days will be granted for any one bereavement out of state. The employee shall, upon request, provide to the City such acceptable information as is necessary for the proper administration of this article. For purposes of this leave, immediate family includes father, mother, spouse, children, father-in-law, mother-in-law, brother, sister, grandparents, grandchildren, brother-in-law, sister-in-law, son or daughter-in-law or any other relative residing full-time in the employee's household.

Leave of Absence without pay

You may be granted leave of absence without pay for medical, health, education or military service not to exceed 90 days without the expressed consent of the City Commission. As an employee, you will retain seniority and re-employment rights within the former classification or a classification of like status and pay upon return from leave. In the event the leave was granted for health reasons, you shall be required to provide a Doctor's Certificate stating that you are physically and mentally qualified to return to work. While on leave of absence without pay you will not accrue vacation or sick leave benefits, and you are responsible for paying insurance premiums.

Workers' Compensation

The City provides coverage for injuries and illnesses that occur on the job in accordance with the requirements and limitations of the Florida Workers' Compensation Law, as may be amended from time to time by the Legislature.

Any employee who experiences an on-the-job injury or illness must immediately notify his or her supervisor, unless precluded from doing so by an emergency that requires immediate medical attention. If precluded from providing immediate notice due to a medical emergency, the employee must notify the City of the injury or illness as soon as

practical under the circumstances. This notification requirement applies to all workplace injuries or illnesses, no matter how minor and without regard to whether medical attention is needed. When notified of an injury, a First Report of Injury should be completed.

The failure to provide prompt notice of a workplace injury or illness may impact or delay your coverage or benefits under the Florida Workers' Compensation Law. Additionally, to the extent permitted by applicable law, the failure to provide prompt notice may be grounds for disciplinary action.

If you are injured on the job and are placed on light duty by the worker's compensation doctor the City of LaBelle may be able to place you in a temporary light duty position under you are released to full duty. However, that is not always possible. If there is not a position available you will have to remain off until released to full duty.

SECTION 15: SAFETY AND HIPPA

In the interest of the safety of our employees and the desire to provide an accident-free workplace, the City of LaBelle is committed to a Loss Prevention Program.

The prevention of accidents is everyone's responsibility; no matter what position he or she occupies. Every employee is considered a member of the City of LaBelle Employee Safety Program and must be constantly alert in reporting and correcting unsafe conditions or acts.

A part of everyone's job is to teach safety to others. Being unsafe seldom affects only one person. Listed below are six important points to remember:

1. Accidents are caused and can be prevented
2. Safety is a mark of skill
3. Safety is a personal responsibility
4. No job is so important or urgent that we cannot take time to perform or work safely.
5. We owe a moral obligation to each other to do everything possible to prevent accidents.
6. The best safety device known is a careful worker.

It is your responsibility to know and abide by all the safety rules applicable to your department. Also, in your Safety Manual. If you are unsure about something STOP and ASK! Feel free also, to contact our Safety Officer.

SAFETY VESTS MUST BE WORN WHEN WORKING IN AREAS THAT HAVE VEHICULAR TRAFFIC!

A. INCIDENT REPORTS:

An incident report is how a written record is made of significant departures from normal operations. An incident report is appropriate for, but not limited to the following:

1. Broken equipment
2. Missing capital equipment
3. Accidents involving property, equipment, or vehicles.
4. Significant encounters with other agencies or persons, either positive or negative
5. Incidents with the potential to generate negative publicity for the City of LaBelle
6. Complaints
7. Any problem encounters with the public or other employees
8. Any other occasion for which a written record is deemed appropriate

Incident reports shall be given to the appropriate supervisor/director ASAP.

HIPAA/ADA– PRIVACY POLICY

The City of LaBelle complies with all applicable provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Americans with Disabilities Act. The City of Labelle has designated the Human Resources Director as the HIPPA Compliance Officer. All questions regarding HIPAA and protected health information should be directed to the HIPAA Compliance Officer. The City of LaBelle will maintain the confidentiality of all protected health information to the extent required by HIPAA, the ADA, and any other federal, state, or local laws.

SECTION 16: FAMILY MEDICAL LEAVE

1: Eligibility and Reasons

Employees who have worked for the City for at least twelve months, for at least 1,250 hours during the preceding twelve months, and if at least 50 employees are employed by the City within 75 miles may be eligible to take FMLA leave.

A. Take up to twelve weeks of unpaid leave in a twelve-month period for the following

reasons:

1. The birth of the employee's child and to care for the newborn child;
2. The placement of a child with the employee for adoption or foster care;
3. To care for the employee's spouse, child or parent who has a serious health condition;
4. Because of serious health condition which renders the employee unable to perform essential functions of the employee's position.
5. Because of a qualifying exigency (as defined below) arising out of the fact that the employee's spouse, child (of any age) or parent is a regular, retired or reservist member of the military on active duty deployed to a foreign country or has been notified of an impending call or order to such active duty.

B. Take up to twenty-six weeks of unpaid leave in a single twelve- month period to care for the employee's spouse, child (of any age), parent or next of kin who is either:

1. A military service member (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, or who is in outpatient status, or who is otherwise on the temporary disability retired list, for a serious injury or illness; or,
2. A veteran military service member who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a military service member (including a member of the National Guard or Reserves) at any time during the period of five years preceding the date on which the veteran undergoes medical treatment, recuperation, or therapy.

2: Definitions

The following definitions apply for purposes of this FMLA Policy:

A. Serious Health Conditions – A "serious health condition means an illness, injury, impairment, or physical or mental condition that involves either: (1) inpatient care (ie., an overnight stay) in a hospital, hospice, or residential medical care facility, including any period of incapacity (ie., the inability to work, attend school or perform other regular daily activities), or any subsequent treatment in connection with the inpatient care; or (2) continuing treatment by health care provider, as defined by the FMLA and the pertinent regulations.

B. Serious Injury or Illness – In the case of a member of the Armed Forces, an injury or illness incurred or aggravated in the line of duty on active duty that may render the member medically unfit to perform the duties of his or her office, grade, rank, or rating. In the case of a veteran who was a member of the Armed Forces at any time during the five years preceding the date on which the veteran undergoes medical

treatment, recuperation, or therapy, a "serious injury or illness" means an injury or illness incurred or aggravated in the line of duty on active duty in the Armed Forces and the manifested itself before or after the member became a veteran.

C. Child – Except as otherwise noted in this policy, "child" means a biological, adopted or foster child; a stepchild; a legal ward; or a child of a person standing in loco parentis (in the place of a parent) and who is either under the age of eighteen or, if older than the age of eighteen, is incapable of self-care because of a mental or physical disability.

D. Parent – Parent means a biological, adoptive, step or foster parent, or any other individual who stood in loco parentis (in place of a parent) to the employee when the employee was a child. Parent does not include parents "in law".

E. Next of Kin – The "next of kin" of a military service member means the nearest blood relative other than the service member's spouse, parent or child, in the following order of priority (unless the service member has specifically designated in writing another blood relative as his nearest blood relative for purposes of military caregiver); (1) blood relatives who have been granted legal custody of the service member, (2) brothers and sisters, (3) grandparents, (4) aunts and uncles and (5) first cousins.

F. Qualifying exigency – A "qualifying exigency" includes leave taken for any of the following reasons: (1) to address any issue resulting from an impending call to active duty deployment on less than seven days' notice, (2) to attend military events and related activities (such as a military ceremony, briefing, family support program, etc., (3) to make arrangements relating to childcare and school activities, or to make financial and legal arrangements, (5) to attend counseling, (6) to spend time with a covered military member who is on a short-term, temporary rest and recuperation leave during the period of deployment, (7) to attend post-deployment activities (such as a military ceremony, event, reintegration briefing, etc., and (8) any other exigency agreed upon by the City and the employee.

3: Measuring the Twelve-Month Period and Counting FMLA Leave

A. For leave taken for any reasons listed in Section 1(A) above, the twelve-month period in which eligible employees may take twelve weeks of leave will be calculated using a "rolling" twelve-month period. This method measures the 12-month period backward from the date the employee uses any FMLA leave.

B. For leave taken for the reason listed in Section 1(B) above, the single twelve-month period for calculating leave needed to care for a military service member or veteran service member begins when the employee first starts taking leave for that reason and ends twelve months after that date. Leave under Section 1(B) may not exceed

twenty-six weeks in any single twelve-month period when combined with other FMLA qualifying leave under any section of this policy.

C. For leave taken for the birth of a child or placement of a child for adoption or foster care, the entitlement to leave under this policy expires twelve months from the date of the child's birth or placement.

D. If both spouses work for the City, the combined leave shall not exceed twelve weeks in a twelve-month period if the leave is taken for the birth of the employee's child, or to care for the child after birth, for the placement of a child with the employee for adoption or foster care, or to care for the employee's parent with a serious health condition.

E. If both spouses work for the City the combined leave shall not exceed twenty-six weeks of leave during the single twelve month period described in Section 3(B) above if the leave is taken for the birth of the employee's child, or to care for the child after birth, for the placement of a child with the employee for adoption or foster care, to care for the employee's parent with a serious health condition, or to care for a service member or veteran service member with a serious injury or illness.

F. To the extent allowed by law, in the event an absence is for a reason covered by this policy, the City reserves the right to count it as FMLA leave whether the employee has requested FMLA leave or not. Leaves covered by workers' compensation and/or a disability plan will also be counted as FMLA leave to the extent the leave qualifies under this policy.

4: Intermittent Leave or Leave on a Reduced Schedule Basis

A. In the case of leave based upon a serious health condition or a service member's serious injury or illness, leave may be taken intermittently or on a reduced schedule basis, but only if such leave is medically necessary and the medical need can be best accommodated by intermittent leave or a reduced schedule. If intermittent leave or leave on a reduced hours basis is required for planned medical treatment, the employee is required to make reasonable efforts to schedule the treatment so as not to unduly disrupt the City's operations.

B. In the case of leave for the birth or placement of a child in adoption or foster care, intermittent leave or working a reduced schedule is not permitted unless the City, in its sole discretion, elects to allow it.

C. In the case of leave based upon a qualifying exigency, leave may be taken intermittently or on a reduced schedule basis.

D. If intermittent leave or leave on a reduced hours leave is required or provided, the

City may, in its sole discretion, temporarily transfer the employee to another position for which the employee is qualified with equivalent pay and benefits that better accommodates that type of leave.

5: Employee and Employer Notice and Certification Requirements

A. For leave that is foreseeable, the employee must provide the City with at least thirty day's notice . If the need for leave is not foreseeable, the employee is required to provide the City with as much notice as is practicable once the need for leave becomes known.

B. After being notified of the employee's need for FMLA-qualifying leave or whenever the City becomes aware that an employee's leave of absence may qualify under the FMLA, the City will determine if the employee is an "eligible employee" under the terms of this policy and the FMLA and will also advise the employee of any rights and responsibilities. Though not required, the City may use the model Notice of Eligibility and Rights and Responsibilities form for such purposes (i.e., Form WH-381, available online at https://www.dol.gov/whd/fmla/forms.htm.

C. The City will require that leave based upon a serious health condition, or a service member's serious injury or illness, be supported by a medical certification from a health care provider. The City will require that medical certification be submitted showing that a request for intermittent leave or leave on a reduced schedule basis is medically necessary. Generally, the employee will be afforded no less than 15 days to have the certification form completed and submitted. Though not required, the City may use the appropriate model medical certification form where appropriate (i.e., Form WH-380-E, WH -380-F, WH-385, WH-385-V, available online at https://www.dol.gov/whd/fmla/fors.htm. In accordance with applicable regulations, the City may request, at the City's expense, a second opinion if the second opinion conflicts with the first opinion.

D. Once any required certifications forms are submitted of the City otherwise obtains the necessary information to determine if the employee's need for leave qualifies as an FMLA-qualifying reason, the City will designate the leave accordingly and advise the employee of the designation. Notably, all leave which qualifies as FMLA leave will be destinated as FMLA leave, including whenever the employee is on leave for workers' compensation, disability, and sick leave. Though no required, the City may use the appropriate model Designation Notice for this purpose (i.e., Form WH-382, available online at https://www.dol.gov/whd/fmla/forms.htm.

E. The City may require subsequent medical recertification of an ongoing condition from the employee's health care provider every six months in conjunction with an absence, or more often to the extent permitted by applicable law.

F. The City will require that leave based upon a qualifying exigency also be supported by a certification and supporting documentation, including a copy of the military member's active duty orders or other similar documentation. Though no required, the City may use the appropriate model qualifying exigency certification form where appropriate (i.e., Form WH-384, available online at https://dol.gov/whd/fmla/forms.htm.

G. If an employee's certification or recertification is deemed by the City to be incomplete, the City will notify the employee of the deficiency and the employee will be provided seven days to cure the deficiency. A failure to complete the certification may result in the denial of leave for the period until the completed certification is submitted.

H. During leaves under this policy, the employee must periodically report on his or her medical status and intent to return to work. Upon taking such leave, the employee will be advised of the reporting requirements.

I. For leave taken because of the employee's own serious health condition, the employee is required to furnish a medical certification from his or her health care provider advising that the employee can safely resume performing the essential functions of his or her position before the employee will be allowed to return to work.

Section 6: Health Insurance Premiums

A. During leaves of absence under this policy, the City will continue to pay its portion of the health insurance premiums and maintain the employee's coverage under the health plan in the same manner as if the employee had been continuously employed during the entire leave period, provided the employee continues to pay his or her share of the premiums.

B. Should the employee fail to continue to pay his or her share of the premium, notices of proposed insurance cancellation and the opportunity to pay the premium as required by the FMLA will be provided before the cancellation.

C. The employee will be advised in advance of any changes in premiums so that he or she will have ample opportunity to make arrangements to continue to pay his or her share of the premiums during the FMLA leave.

D. If the employee does not return to work after the expiration of the leave, the employee will be required to reimburse the City for its portion of health insurance premiums during the family leave as permitted by law, unless the employee does not return due to a serious health condition which prevents the employee from performing his job or circumstances beyond the control of the employee. To avoid required reimbursement, appropriate certification from a health care provider may be required if the employee does not return to work because of a serious health

condition.

Section 7: Accrual

A. During any period of paid FMLA leave, accrual of employment benefits, such as paid time off, shall continue. For any period of unpaid FMLA, employees will not continue to accrue such employee benefits. Notwithstanding, pension benefits will be determined in accordance with applicable law.

B. Any employment benefits to which an employee was entitled on the on which the FMLA leave begins will not be lost because of such leave, except for those paid leave days substituted for unpaid leave taken under this policy as described below. Upon return from FMLA leave, employees are entitled to any changes in benefit plans not dependent upon seniority or accrual during any unpaid leave period.

Section 8: Substitution of Accrued Paid Leave

A. For unpaid leaves under this policy, the City will require employees to substitute any accrued paid leave (including vacation, sick, personal leave, etc.) that he or she may have. This means that the employee's FMLA leave under this policy will run concurrently with the use of any accrued paid leave. The employee will be notified of the designation when the leave begins.

B. Where the leave is not unpaid but the employee is not receiving his or her full pay (such as when on workers' compensation leave or leave under a disability plan), accrued paid leave may be used to supplement the employee's pay to bring him or her up to their full salary, to the extent that both the City and the employee agree. Regardless of whether the employee agrees to supplement pay with any available accrued leave, the leave of absence shall be designated as FMLA leave and run concurrently with workers' compensation or disability leave whenever the employee's injury, illness, or medical condition qualifies as a serious health condition within the meaning of the FMLA.

Section 9: Job Restoration upon Return from FMLA

Except for certain key employees, employees who return to work from FMLA leave of absence within or on the business day following the expiration of the leave are entitled to return to their job or an equivalent position with equivalent benefits, pay and other terms and conditions of employment. Designation of key employee status and whether such status will affect the employee's right to reinstatement will be made at the time the employee requests leave, or at the commencement of leave, whichever is earlier, or as soon as practicable thereafter if such determination cannot be made at that time.

Section 10: Failure to Cooperate

Employees who fail to provide information to, or otherwise cooperate with the City in administering this policy, or who provide intentionally untruthful information as to the facts upon which the FMLA leave was granted, may have their leave delayed

and/or be subject to discipline up to and including discharge as permitted by law.

SECTION 17. DOMESTIC VIOLENCE-RELATED LEAVE

Employees are eligible to take up to three (3) working days of Domestic Violence Leave within a 12-month period to deal with issues relating to domestic violence suffered by the employee or a family or household member.

Employees may qualify for this leave for one or more of the following reasons:

1. Seek an injunction for protection against domestic violence, or an injunction for protection in cases of repeat violence, dating violence, or sexual violence;

2. Obtain medical care or mental health counseling, or both, for the employee or a family or household member to address physical or psychological injuries resulting from the act of domestic violence or sexual violence;

3. Obtain services from a victim-services organization, including, but not limited to, a domestic violence shelter or program or a rape crisis center as a result of the act of domestic violence or sexual violence;

4. Make the employee's home secure from the domestic violence or sexual violence perpetrator or to seek new housing to escape the perpetrator; or

5. Seek legal assistance in addressing issues arising from the act of domestic violence or sexual violence or attend and prepare for court-related proceedings arising from the domestic violence or sexual violence.

Employees should submit their written leave request to the Human Resources Director and provide advance notice of no less than seven (7) days of the need for leave, except in cases of imminent danger to the health and safety of the employee or to an employee's family or household member. The request must also be accompanied by sufficient documentation of the act of domestic violence. The documentation may include copies of police reports, restraining orders, legal papers to be filed with the court, orders to appear in court, or any other documentation to establish the need for leave as set out in this policy.

All information relating to an employee's leave under this policy including the circumstances involving the leave request, supporting documentation and time records identifying use of leave shall be kept confidential and exempt from disclosure to the extent authorized by law.

The City will not tolerate retaliation against any employee who takes Domestic Violence Leave.

Definitions

a. "Domestic violence" means any assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another family or household member.

b. "Family or household member" means spouses, former spouses, persons related by blood or marriage, persons who are presently residing together as if a family or who have resided together in the past as if a family, and persons who are parents of a child in common regardless of whether they have been married. With the exception of persons who have a child in common, the family or household members must be currently residing or have in the past resided together in the same single dwelling unit.

c. "Victim" means an individual who has been subjected to domestic violence

SECTION 18: LEAVE DONATIONS

Policy:

In order to ensure that the City of LaBelle employees do not suffer a loss of income during periods of serious illness or injury, pregnancy, or recovery, City of LaBelle offers a Leave Donation plan to allow employees to donate sick leave or annual leave to other employees. Leave donations may be made for medical leave when the employee is unable to work because of serious health reasons for their self or immediate family members.

Procedure:

18.1 A regular full-time employee of the City of LaBelle may receive donations for earned sick or annual leave hours from another regular full-time employee provided the following conditions are met:

A. Donating and receiving employees must have completed the initial probationary period.

B. The receiving employee must have used all sick, annual, and compensatory leave time

C. The employee receiving it must be on approved leave for the illness or injury of the employee or the employee's immediate family.

D. The employee is not eligible for workers' compensation indemnity payments.

18.2 The Human Resources Director shall administer the Leave Donation plan and shall review and approve all transfer requests under this policy.

18.3 Written authorization to donate leave time must be signed by the person donating the time and submitted to Human Resources.

18.4 The Human Resources Director shall transfer hours on a first received basis. If all leave isn't used excess hours will be returned to the donors.

18.5 Leave will be transferred on the last day of the pay period that the request is approved.

18.6 Medical information received shall be considered a confidential medical record and will be retained in the confidential medical file of the recipient.

18.7 Employees who attempt to coerce or pressure another employee to donate leave time, or employees otherwise found to abuse the leave transfer plan shall be subject to disciplinary action.

18.8 Donating employees may not cancel a donation once the transfer has been completed.

SECTION 19: SOCIAL MEDIA POLICY

INTRODUCTION AND PURPOSE

The City understands that social media can be a fun and rewarding way to share your life and opinions with family, friends and co-workers. However, the use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, the City has established these guidelines for the appropriate use of social media. This policy applies to all City employees. Given the nature of social media and the pace of technological changes and advancement, this policy is subject to modification at any time by the City and the responsibility for interpretation and application of this policy rest exclusively with the Human Resources Director or Mayor.

In general, the same principles and guidelines set forth in the City's Personnel Policies apply to employee social media activities. All employees are responsible for their social media activities. Before creating online content, employees are encouraged to consider some of the risks and rewards that are involved. As public employees, City personnel must be sensitive to the fact that their conduct, both online and offline, is often subject to greater scrutiny in the community and the media.

The design and implementation of the City's Social Media Policy reaffirms the City's commitment to ensuring compliance with all federal, state and local law, including but not limited to Florida's Public Records Law, the Florida Sunshine Law, the First Amendment, and federal, state, and local equal employment opportunity laws. To that end, the purpose of this policy is to foster a harmonious work

environment while promoting and maximizing the City's interests in the efficient and effective provision of services that benefit the public health, safety, and welfare. Nothing in this policy is intended to restrict City personnel from exercising personal First Amendments right to speak freely on matters of public concern in an appropriate time, place, and manner, or to engage in other lawful concerted activities for the purpose of collective bargaining or other mutual aid or protection as defined and interpreted by applicable law. Employees should be mindful, however, that such free speech rights are not absolute, but rather must be viewed in context and under the circumstances present and must be balanced against the City's interests in promoting the effective and efficient delivery of its public services. Additionally, nothing in this policy is intended to create a public forum for expressive activities on the City's social media platforms or online sites.

DEFINITIONS

"**Social Media**" – For purposes of this policy, social media is defined broadly to encompass any form of online interaction in virtual communities, networks, blogs, microblogs, etc., as well as the use of related internet-based applications including, but not limited to, Facebook, LinkedIn, Twitter, YouTube, TikTok, Telegram, Truth Social, Snapchat, WhatsApp, WeChat, Reddit, Quora, Pinterest, Tumblr, Instagram, Blogger, Vine, Foursquare, Flickr, and similar sites.

"**City Social Media**" – City social media means any social media site, account, or platform which the City establishes and maintains, and over which it has the authority or ability to postings, except for advertisements or hyperlinks by the owner, vendor, or partner of the social media site or platform. City social media also includes any online social media activity engaged in by an employee acting in his or her capacity as a City employee or pursuant to his or her authorized scope of employment at the time.

"**Personal Social Media**" – For purposes of this policy, Personal social media means any social media site, account, or platform of an employee which is not owned, authorized, or controlled by the City, as well as any online social media activity engaged in by an employee who is not acting in his or her capacity as a City employee or pursuant to his or her authorized scope of employment at the time.

GUIDELINES PERTAINING TO CITY SOCIAL MEDIA

In general, the use of City social media is limited to the purpose of distributing information from the City to the public on topics determined appropriate by the City. City social media sites are not to be used for personal or private purposes. City employees are permitted to engage in City social media activities only when authorized or directed to do so by his or her supervisor or when it is within the employee's authorized scope of employment. When engaging in authorized social media activities, City employees must conduct themselves in a professional manner at all times. City employees are

not permitted to post confidential or private information on City social media.

All City social media sites and accounts must be approved in advance by the Human Resources Director or the Mayor or the Mayor's designee. Once approved, the City will designate and assign a Responsible Employee to oversee the City social media site or account. The Responsible Employee shall ensure that a policy or practice consistent with this Social Media Policy is developed and maintained and that all content posted by the City is consistent with such policy and practice. The Responsible Employee shall also ensure that any passwords or other sensitive login information is safeguarded and not accessible to anyone other than authorized personnel. The Responsible Employee shall provide all passwords and login information to the City's Information Technology Department and shall ensure that all safeguards implemented by the Information Technology Department are followed.

The City retains the exclusive right to determine whether public commenting will be permitted on City social media. In the event that commenting is permitted, it is not the intent of the City to create a public forum for expressive activities. The City reserves the right to limit comments to the topics posted by the City. To the extent permitted by applicable law, the City may remove inappropriate content, which includes, but is not limited to, content not topically related to the City's posting; content that is obscene, sexually-explicit, threatening, defamatory; content that violates intellectual property laws; content that could reasonably be viewed as intending to maliciously discriminate on the basis of race, color, sex, national origin, ethnicity, disability, religion, or any other status protected by law; content that violates any applicable civil or criminal law; content posted in violation of applicable security, privacy, or confidentiality requirements; and content promoting or soliciting a commercial product or service. Where public commenting is permitted by the City, the Responsible Employee shall establish practices to monitor such comments for compliance with this policy.

All content posted on City social media, including any public comments where permitted, are subject to the Florida Public Records Law and the Florida Sunshine Law. As such, there shall be no expectation of privacy or confidentiality in any content posted on City social media and the City shall have full permission or rights to any content posted on City social media, including but not limited to any photographs or videos.

City officials or employees who are subject to the Florida Sunshine Law are prohibited from engaging in any social media activities which may foreseeably come before them for official action. Officials and employees should consult with the Human Resources Director, Mayor, or the City Attorney with any questions or concerns pertaining to Sunshine Law compliance.

The City retains ownership of all City social media sites and accounts. An employee's personal

email, phone number, address, or other personal information shall not be used to establish, setup, monitor, or permit access to any City social media site or account.

The City reserves the right to terminate City social media sites and accounts at any time and for any reason, subject to compliance with any responsibilities imposed by the Florida Public Records Law or any other applicable law.

GUIDELINES PERTAINING TO PERSONAL SOCIAL MEDIA

With respect to personal social media, it is not the City's intent to monitor or police each employee's social media activities. Notwithstanding, as public employees, each City employee must be mindful that their social media activities, even if not intended to be publicly shared, is more likely to be disseminated publicly, to be scrutinized more closely by the public and others, and to be connected with or attributed to the City. As a consequence, the City provides the following guidelines to assist employees who elect to engage in personal social media activities.

Employees are prohibited from engaging in personal social media activities while on working time (except during meal breaks or other approved breaks). City equipment, accounts, and resources should not be used to engage in personal social media activities. To that end, the City emphasizes that City employees have no expectation of privacy with respect to the use of any City equipment, accounts or resources, and the City reserves the right to monitor, review, and/or search such equipment, accounts, and resources at any time and for any reason.

For personal social media activities in which the employee is clearly not speaking as a citizen on a matter of public concern, the employee may be subjected to disciplinary action if such activities violate any City policies or if the activities could reasonably be expected to disrupt or adversely affect City operations. In contrast to social media activities which do not clearly touch upon matters of public concern, employees have greater First Amendment rights when engaging in social media activities that do involve matters of public concern. To that end, employees are free to engage in personal social media activities as citizens speaking on matters of public concern, so long as any actual disruption experienced by the City to its operations resulting from such speech is not outweighed by the interests of the employee and his or her audience in engaging in such speech. As the precise contours defining matters of public concern and because the balancing of City and employee interests is necessarily a case-by-case inquiry that is analyzed under evolving legal principles, supervisors are encouraged to consult with the Human Resources Director and, if deemed appropriate by Human Resources, with the City's legal counsel before taking disciplinary or other adverse action to enforce this paragraph.

The City encourages its personnel to be fair and courteous to fellow employees, City officials,

members of the public and others. Also, keep in mind that work-related complaints are more likely to be resolved by speaking directly with co-workers or supervisors or by using the City's Open Door Policy than by posting comments and complaints on personal social media. Nevertheless, if an employee decides to post complaints or criticism, avoid using statements, photographs, video or audio that reasonably could be viewed as obscene, threatening, or intimidating; that defames others; or that might constitute unlawful discrimination, harassment or bullying. Examples of such conduct include but is not limited to false and offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment on the basis of race, color, sex, national origin, ethnicity, disability, religion, or any other status protected by law.

When publishing content to a personal social media site or account, City employees must avoid stating, implying, or creating the impression that they are speaking in an official capacity or on behalf of the City or that their activity is endorsed by the City. If an employee elects to publish personal social media content related to the City or to the employee's work, the employee must make it clear that he or she is not speaking on behalf of City. In such instances, the City encourages the employee to post a contemporaneous disclaimer such as "The views and postings on this site are my own and do not necessarily reflect the views of the City."

Employees are required to maintain the confidentiality of private or confidential City information. Do not post non-public internal reports, policies, procedures or other internal business-related confidential communications. Official information concerning the City should only be disseminated or released with authorization by the City or through the City's public records and information process.

City employees may not create a link from the employee's personal social media to a City website or to City social media without identifying himself or herself as a City employee. Except where otherwise permitted by applicable law, City employees may not post pictures or videos of themselves or other City employees wearing a City uniform or using City equipment or vehicles without prior approval from the employee's supervisor.

SECTION 20: PUBLIC RECORDS REQUEST

PURPOSE: To establish policies and procedures for responding to requests for City public records that are subject to disclosure and establishing a schedule of fees for providing copies of such records as permitted by law.

POLICY: A. Pursuant to Chapter 119, Florida Statutes, City records, which fall within the definition of public records shall be open for inspection and copying at reasonable times, except when such public records are made confidential and/or exempt from disclosure under Chapter 119 or other Florida law.

B. The City Clerk is the custodian of all public records and will

process all requests for public records with the following exceptions:

1. The Hendry County Sheriff's Office will process all public records requests for law enforcement related records.
2. The Human Resources Department administers personnel and litigation records and will process all requests for those records.
3. Routine requests for Department records that can be completed within 15 minutes or less will be processed by the Department's Records Custodian

C. The City promptly responds to all public records requests. The City's goal is to process all public records request within three (3) working days; however, if a large volume of records is requested or a request involves extensive services to research, compile, review for redactions, and/or copy the requested records, then the request shall be processed as promptly as possible.

D. Under Chapter 119, Florida Statutes, the City is not required to create a public record in order to respond to a public records request.

E. Under Chapter 119, Florida Statutes, the City is not required to answer questions about the City's public records request.

F. Pursuant to Chapter 119, Florida Statutes, the City will assess a special charge for any public records request if the nature or volume of the public records requested to be inspected or copies requires extensive use of information technology resources or extensive or supervisory assistance by personnel of the City or both, which equals or exceeds fifteen (15) minutes of time.

G. Fees will be calculated in accordance with the Schedule of Fees as follows:

Schedule of Fees

Medium Type	Document Size/Time	Fee
Hard copy	*Up to* 11" x 17"	$0.15 per page/one-sided
Hard copy	*Up to* 11" x 17"	$0.20 per page/two-sided
Hard copy – B&W Plans	24"x 36"	$4.00 per page
Hard copy – B&W Plans	36"x 42"	$8.00 per page
Hard copy – Color Plans	24"x 36"	$40.00 per page
Hard copy – Color Plans	36"x 42"	$80.00 per page
Certification of Documents	N/A	$1.00 per copy
USB	N/A	Requestor must provide
All other copies	N/A	Actual cost of duplication
Research and Retrieval	15 minutes or more	Employee's labor cost

PROCEDURE:

A. General Processing of Requests for Public Records

1. Requests for public records may be received at various City Departments in person, over the phone, and electronically. The request is not required to be in writing. However, in order to more efficiently provide the responsive records, the requestor may complete the Public Records Request Form. Do NOT REQUIRE THE PUBLIC RECORDS REQUEST FORM TO BE COMPLETED.

2. All requests when received (whether by a Department or the City Clerk's Office) will be promptly acknowledged with a written acknowledgement provided to the requestor (if possible). The acknowledgement should be provided in the same manner as the request was received. All requests must be tracked in the Public Records Request Tracking File.

3. Requests for public records shall be directed to the Department's Records Custodian for review of the nature of the request and determination of whether the request will be

completed by the Department or coordinated with the City Clerk in accordance with the policy. If the City Clerk's Office coordinated the request, the completed information will be returned to the City Clerk's Office for processing.

4. The Departments Records Custodian shall ascertain whether the request is for the inspection of records and/or copies of records.

B. Request for Inspection of Public Records

1. If the responsive public records are scanned, the Department Records Custodian or City Clerk shall review the public records and redact all information that is confidential and/or exempt from public disclosure pursuant to Florida law. The Department Records Custodian or the City Clerk shall set an appointment for the public records to be reviewed in a public building under the supervision of the Department Records Custodian or City Clerk.

2. If the responsive public records are not scanned, the Department Records Custodian or City Clerk shall review the responsive public records and redact all information that is confidential and/or exempt. An appointment will be scheduled with the requestor to review the responsive records in a public building under the supervision of the Department Records Custodian or City Clerk.

C. Request for copies of Public Records

1. The Department Records Custodian or City Clerk shall review the records and determine the cost for researching and copying based on the fee schedule established herein.

2. The Department Records Custodian or City Clerk will contact the requestor and inform the requestor of the cost (including mail charges if records are to be mailed) to provide the responsive public records and advise them that the responsive public records can be picked up or mailed to the requestor once payment has been received by the City.

a. If the responsive public records are to be picked up in person, a copy of the Public Records Request form shall be provided to the requestor for submission to the Cashier with payment and the responsive public records shall be provided to the requestor after payment to the Cashier.

b. If the responsive public records are to be mailed, the appropriate postage shall be included in the cost of the records. Upon the City's receipt of payment, the records shall be mailed to the requestor.

D. Voluminous or Time Consuming Requests

1. If the public records request is for a large number of records or the request will require extensive use of information technology resources or extensive clerical or supervisory assistance by personnel of the City, or both, the City shall estimate the cost of providing the responsive records. The estimation of cost shall include the estimated time it will take (after the first 15 minutes) to research, compile, review & redact, copy, scan, and/or other related actions in order to provide the requested public records.

2 If the estimation of cost exceeds Twenty-Five dollars ($25), the City shall advise the requestor and request that the requestor pay the estimated cost of the request prior to the city continuing any further work (i.e., more than 15 minutes) on the request. Once the estimated cost amount is received from the requestor, the City shall work on providing the responsive records. If it takes less time than was estimated, the City will refund any excess amount paid to the City by the requestor. If the request takes more time than estimated, the City will work up to the amount paid (provide the responsive records up to that point) and then request an additional amount from the requestor to complete the request.

E. Failure to Pay

1. If a requestor fails to pay the applicable costs for the responsive records requested and prepared by the City, the requestor shall not receive any further public records from the City until they pay for the public records request prepared by the City.

F. Records Management

1. All requests for public records shall be held for a period of one (1) year.

2. Once retention requirements have been met, a Records Disposition form shall be completed for destruction of the requests. (Available in the Clerk's Office). All records destruction shall be in compliance with Florida Statutes.

SECTION 21: GENERAL STANDARDS OF CONDUCT, CORRECTIVE ACTION AND DISCHARGE

Policy:

21.1 It is the responsibility of every employee regardless of his/her position within the classified service, to maintain positive relations with the public through the performance of your job duties and responsibilities in both a courteous and efficient manner.

Employees of the City are expected to conduct themselves in a manner that supports the vision, goals, and purpose, while complying with state and federal laws and regulations, local codes, and internal policies, procedures, and directives. The conduct of each employee is expected to reflect a commitment to:

A. Managing time for maximum effectiveness, efficiency and productivity

B. Performing to the best of the employee's ability the duties and responsibilities of the position.

C. Serving the public in a prompt, courteous and impartial manner

21.2 The City requires all employees to familiarize themselves with their assigned duties and responsibilities as well as with the policies, rules and regulations pertaining to their position and duties.

21.3 When an employee fails to meet the standards of conduct, they may be issued some form of corrective action. Corrective action is not intended as a punishment for misconduct, rather it is a way of educating an employee and preventing future violations.

21.4 It is the goal of the City that effective supervision and employee relations will avoid most difficulties which otherwise might necessitate discipline of employees. However, when disciplinary action is necessary, the City recognizes the fact that each situation differs in many respects from others that may be similar in other ways. The City retains the right to handle each incident on an individual basis without creating a precedent for other cases which may arise in the future.

21.5 It is the responsibility of all supervisors from Mayor to first level supervisors to ensure all employees are observing the policies and procedures. When an employee is unable or unwilling to comply with established standards of performance and conduct, it is the supervisor's responsibility to take corrective action.

21.6 The provisions set forth in this Section are intended as a guideline for management and

employees. Nothing contained in this policy is intended to create, nor does it create, an enforceable expectation of continued employment. Nothing in these provisions is to be construed as creating a property right of continued employment. Employment with the City of LaBelle is considered "at will" employment which may be terminated at any time and for any reason.

21.7 Once corrective action is taken and placed in the employee's personnel file no documentation of the corrective action will be removed.

21.8 Previous violations of the same or of other standards of conduct may be used in considering the consequences of subsequent violations.

21.9 The employee's supervisor has the authority to issue disciplinary action.

21.10 Corrective Action

The City of LaBelle recognizes two kinds of corrective action – disciplinary and non-disciplinary. Forms of non-disciplinary corrective action include informal verbal counseling or documented written counseling. Non-disciplinary corrective action may be considered in determining future disciplinary action.

21.11 Disciplinary Action

Disciplinary actions may include, but are not limited to the following:

A. Verbal Reprimand: A verbal reprimand is generally issued for a first violation of a minor offense.

B. Written Reprimand: A written reprimand is generally issued for a subsequent violation of a minor offense, or a first violation of a major offense.

C. Written & Suspension: A suspension without pay may be issued for a subsequent violation of a minor offense or for a violation of a major offense, depending on the severity.

D. Discharge: Termination of employment

21.12 List of Offenses

A non-exhaustive list of examples which will result in disciplinary action, up to and including discharge includes:

A. Minor & Major Offenses:

1. Attendance related issues: Employees are expected to be reliable and dependable. For example, employees are expected to:

a. Show up and be ready for work on a consistent basis

b. Observe established work hours

c. Obtain permission before leaving work if it isn't at your scheduled time and schedule leave in a manner that minimizes work disruption

d. Refrain from excessive absenteeism or tardy arrival at work

e. Properly document attendance at work

f. Obtain approval to work overtime

2. Loafing, Malingering, or Presenteeism: During working hours, employees are expected to complete assignments in a timely manner, to organize their work, and to stay focused on job-related activities. Loafing, excessive idle conversation with others, horseplay, and performing personal business on City time may result in disciplinary action. When employees are unable to effectively perform their duties due to personal illness or injury, they are to request leave from work.

3. Unauthorized distribution of written or printed materials, unauthorized solicitations on city property or while on duty, or distributing petitions or literature for any purpose other than official business or approved by the Mayor.

4. Use of City bulletin board for unauthorized postings.

5. Reporting to work improperly dressed for a job assignment or otherwise physically or mentally unprepared to begin work.

6. Failure to follow verbal instructions.

7. Failure to keep the City and department notified of the employee's current proper address and telephone number.

8. Violation of smoking policy

9. Unintentional careless or negligent actions that result in less than $100 damage to city property or to the property of others or that do not require extensive staff time to correct, and that had little or no impact on the reputation of the City.

10. Failure to report violations of the law or policies and others on the job misconduct of other employees to the employee's supervisor.

11. Failure to report to the employee's supervisor within 3 working days any arrest, criminal charge filed against the employee, plea of guilty or no contest to a

criminal charge (regardless of adjudication), or conviction of a criminal charge. Criminal charges include felonies and misdemeanors.

12. Sleeping or resting on the job unless specifically authorized to do so: For purposes of this standard, resting is defined as displaying the outward appearances of sleeping such as sitting motionless with eyes closed.

13. Gambling during working hours or on City property.

14. Refusing to truthfully answer questions specifically relating to work-related issues including the performance or conduct of other employees.

15. Reporting for duty while under the influence of a narcotic, barbiturates, hallucinogenic drug, central nervous system stimulant, or an intoxicant not prescribed by a licensed physician.

16. Insubordination by the refusal to perform work assigned or to comply with written or verbal instructions of the supervisor.

17. Disrespect/Discourtesy towards others: Any instances of rudeness or discourteous behavior towards co-workers, supervisors, subordinates, or the public may be grounds for disciplinary action. In addition, any behavior that tends to interfere with the work of others or that may disrupt the effective functioning of a department or office is considered to be discourteous.

18. Lying or falsification of reports or records or knowingly submitting inaccurate or untruthful information for or on any city record, report or document, including employment application and documents. Falsification of timecards, purchase orders, accident reports, etc

19. Sexual harassment or other forms of discrimination and harassment prohibited by the City's policy.

20. Revealing confidential information, including confidential medical information, to unauthorized people.

21. Failure to comply with written directives, policies, laws, statutes, and regulations.

22. Failure to comply with safety policies, regulations or directives.

23. Failure to report workplace illnesses or injuries to the appropriate supervisor.

24. Using City property, materials, or facilities for non-city business.

25. Occupying, using or operating any city equipment, property or facility without prior authorization.

26. Careless or negligent actions other than those listed in Section 16.12

27. Theft, fraud, misuse and flagrant damage or destruction of city equipment or property of a fellow employee.

28. Unlawful manufacture, sale, distribution, dispensation, possession or use of a controlled substance or alcohol during working hours, on city property, or while in a city vehicle.

29. Failure to maintain required certifications or other conditions of employment.

30. Threatening, provoking, or intimidating others, or displaying violent behavior while on duty or on city property.

31. On or off the job conduct which adversely affects the ability of the employee to perform his/her duties and/or adversely affects the efficient operation of city government or any department or area of city government.

32. Misuse of position for personal advantage or acceptance of any valuable consideration given with intention of influencing the employee in the performance of his/her duties including accepting a bribe, gift, or gratuity.

33. Failure to submit to a required physical exam or drug or alcohol test.

34. Failure to fulfill job duties.

35. Deliberate and continued unauthorized absences or abuse of leave privileges.

36. Concerted curtailment or restriction of production or interference with regular work in or about any of the city's work locations including but not limited to instigating, leading or participating in any walkout, strike, slowdown, or refusal to return to work at the scheduled time for the scheduled shift or work period.

37. Unauthorized possession or discharge of explosives on city property or work locations.

38. Unexcused absence for two (2) consecutive days or more.

39. Inefficiency, unsatisfactory performance, or lack of application or effort on the job.

40. Committing actions which affect the safety of equipment or personnel.

41. Violating a safety rule or safety practice.

42. Violence or inappropriate conduct reflecting on the City.

43. Illegal or inappropriate behavior reflecting on the City.

44. Theft, no matter how small or insignificant, of any amount of money or property from the City, co-workers, residents, or visitors.

45. Fighting or striking another individual.

46. Violating any City policies, including but not limited to, the City's policies prohibiting discrimination, harassment, and retaliation.

47. Engaging in any conduct that adversely impacts on the City's operations or reflects negatively on the City.

The Mayor and Department Heads have the authority to execute any personnel action, including disciplinary action, up to and including discharge of employees. Nothing contained in these personnel rules should be construed as a limitation upon such authority of the Mayor or Department Heads.

SECTION 22: GRIEVANCE PROCEDURES

The purpose of the grievance procedure is to provide a beneficial and informal method of settling all complaints or grievances arising between a regular employee, and his/her department head or immediate supervisor. The grievance procedure is applicable to all employees who have completed their introductory period. Additionally, this grievance procedure shall not apply to any complaint related to the Fire Department, as such complaints shall be made to the Chairman of the Fire Board in accordance with the Rules of Procedure of the Fire Department.

Grievances must be presented within 5 business days from the date on which the complaint arose in the following manner:

1. You must discuss your grievance orally with your immediate supervisor or Human

Resources who shall attempt to address the complaint promptly and fairly.

2. If the complaint is not resolved within 5 business days, you may submit your grievance in writing to your Department Head on the proper grievance form, which you may obtain from your department or from the Human Resources Department. The department head shall then make a separate investigation of the complaint and inform you of his/her decision within 5 business days after receiving the grievance form.

3. If the grievance has not been resolved, you may request in writing a formal review of your grievance by the grievance committee. Such request shall be accompanied by all factual information pertaining to your grievance and shall be presented to the Human Resource Department within 5 business days from the date of receipt of the decision by your department head or within 5 days from the time the response was due if no decision was given. The Human Resource Director shall, within 10 business days of receipt of the request by you for grievance review, convene a meeting by the grievance committee.

The grievance committee shall consist of City employees and established in the following manner: a designated representative of the aggrieved employee; a representative of the department head; a mutually agreed upon employee who has no direct or indirect involvement in the case, and the Human Resource Director or Superintendent of Public Works who shall act as an impartial and neutral member and will not vote. No parties to or any witnesses to the grievance may serve on the committee.

The grievance committee shall conduct an informal and impartial review of the complaint and relevant facts and shall thereafter submit a written recommendation to the Mayor or his/her designee within 3 business days. The Mayor or his/her designee shall within 5 business days after receipt of the committee's recommendation, render a decision upholding, reversing or modifying the grievance committee's recommendations. The time limit of this grievance procedure may be extended by mutual written consent.

If the grievant is not satisfied after all these steps are taken, the final step is to submit the formal grievance to the City Clerk within 3 business days. Within 30 days, the City Commission shall review the complaint, the relevant facts, and the recommendations from the grievance committee and the Mayor. Thereafter, the City Commission will render a decision upholding, reversing or modifying the grievance committee and/or the Mayor. The decision of the City Commission shall be final and not subject to further appeal.

Any grievance shall be considered settled at the completion of any step unless it is continued in writing within the time limits and manner set forth herein.

A grievance may be withdrawn by the grievant at any time, at any step of this procedure.

SECTION 23: MISCELLANEOUS

A. POLITICAL ACTIVITIES

It is the policy of The City of LaBelle on a non-partisan basis to support the active interest of individual employees in governmental affairs and in the political life of the community. The City of LaBelle encourages employees to be informed about issues and candidates, and to be concerned with respect to policies and legislation that they personally believe to be desirable and in the interest of good

B. WORKPLACE POSTERS

All Workplace Posters are posted next to the Employee Bulletin Boards in City Hall, Public Works Maintenance, Fire Department, Animal Control, Land Development Office.

C. EMPLOYEE BULLETIN BOARD

Many important announcements, such as current job opportunities, labor laws, and other things are posted on bulletin boards City Hall, Fire Department, Animal Control, Maintenance Department, Land Development Office, Water Plant and Sewer Plant.

WE HOPE THIS HANDBOOK HAS ANSWERED SOME OF THE QUESTIONS YOU MAY HAVE HAD REGARDING EMPLOYMENT WITH THE CITY OF LABELLE. IF YOU HAVE FURTHER QUESTIONS CONCERNING CITY POLICIES OR PROCEDURES, PLEASE DIRECT YOUR QUESTIONS TO YOUR SUPERVISOR OR CONTACT THE HUMAN RESOURCES DEPARTMENT.

RESOLUTION 2026 - 37

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA, AMENDING THE CITY OF LABELLE FIRE DEPARTMENT FEE SCHEDULE AND CHARGES RELATED TO LAND DEVELOPMENT APPLICATIONS, PLAN REVIEWS, INSPECTIONS, RE-INSPECTIONS, PERMITS, AND FIRE APPARATUS STANDBY SERVICES; PROVIDING FOR THE ADOPTION OF AN AMENDED FEE SCHEDULE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of LaBelle, Florida (the "City"), is a municipal corporation duly organized and existing under the laws of the State of Florida; and

WHEREAS, Section 166.021, Florida Statutes, recognizes the governmental, corporate, and proprietary powers of municipalities to conduct municipal government, perform municipal functions, and render municipal services; and

WHEREAS, Section 166.222, Florida Statutes, authorizes the governing body of a municipality to establish a schedule of reasonable inspection fees to defray the costs of inspection and enforcement of the building code; and

WHEREAS, Section 166.033(6), Florida Statutes, provides that an application fee associated with a development permit or development order must reasonably relate to the direct and reasonable indirect costs associated with the review, processing, and final disposition of the application and must be published on the municipality's fee schedule; and

WHEREAS, the City Commission desires to amend the City's Fire Department Fee Schedule and Charges to update certain fees associated with fire plan review, permitting, inspections, re-inspections, fire protection systems, land development applications, and related services; and

WHEREAS, the proposed amendments are intended to provide a clear, consistent, and current schedule of fees applicable to services provided by the LaBelle Fire Department in connection with development applications, construction, permitting, inspections, and fire protection activities; and

WHEREAS, the City Commission has determined that adoption of the amended Fire Department Fee Schedule is in the best interests of the citizens and residents of the City of LaBelle and is consistent with applicable law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true, and the same is hereby made a specific part of this Resolution.

Section 2. Adoption of Final Budget. The City Commission hereby approves and adopts the Amended City of LaBelle Fire Department Fee Schedule and Charges, attached hereto as Exhibit "A".

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of LaBelle, Florida, on this 8th day of October 2026.

_____
Vince Ross, Mayor

ATTEST:

_____
Tijauna Warner, MPA, MMC, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Derek Rooney, City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Holland	_____ (Yes)	_____ (No)
Commissioner Ratica	_____ (Yes)	_____ (No)
Commissioner Spratt	_____ (Yes)	_____ (No)
Commissioner Vargas	_____ (Yes)	_____ (No)
Mayor Ross	_____ (Yes)	_____ (No)

EXHIBIT "A"

LaBelle Fire Department Fee Schedule

(attached)

LaBelle Fire Department Fee Schedule

A. The following is the fee schedule for plan review/permitting

1. Site Development Review - ~~$.0115 per sq. ft. – minimum charge~~ Flat Fee $135
2. Construction Plan Review - ~~$.0115 per sq. ft. – minimum charge $135~~ Flat Fee $200.00
3. Fire Sprinkler - Flat fee of $100
4. Fire Alarm - Flat fee of $100
5. Fire Alarm Panel/Board Change Out Plan Review - Flat fee of $50
6. Exhaust Hood/Suppression system - Flat fee of $50
7. Plan Review Revision/Resubmittal – ½ the initial Plan Review Fee
8. Special effects, pyrotechnic and flame special effects permit/ inspection - $100
9. **Pre-application meetings - $60.00**

B. The following is the fee schedule for fire inspections/re-inspections

1. Occupancy / USE Permit - $70 per permit.
    a. 1st re-inspection No Charge, 2nd or subsequent re-inspection fees $50 per unit, per type, per re-inspection
2. ~~All~~ Construction - Flat fee of ~~$200~~ $250 (excluding fire walls)
    a. 1st re-inspection No Charge, 2nd or subsequent re-inspection fees $65 per unit, per type, per re-inspection
3. Fire Wall Construction Flat Fee $150
    a. 1st re-inspection No Charge, 2nd or subsequent re-inspection fees $50 per unit, per type, per re-inspection
4. Fire Sprinkler New Construction - Flat fee of $200
    a. Single Family Residential - No Charge
    b. Fire Sprinkler: Modification - $70
5. Fire Alarm - Flat fee of $200
    a. Single Family Residential No Charge
    b. Fire Alarm: Modification/Panel/Board Change Out - $70
6. Fire Pump $200 per pump
7. Standpipe $100 per system
8. Exhaust Hood/Suppression system - Flat fee of ~~$100~~ $175
9. Flammable Liquid Paint Booth - Flat fee of $100
10. Fuel Tank Storage - ~~$70~~ $100 per ~~initial 2,000 gallon~~ tank. ~~and $25 per additional 5,000 gallons, minimum charge $70~~
11. LPG Tank ~~$70~~ $100 per ~~initial 1,000 gallon~~ tank. ~~and $25 per additional 1,000 gallons, minimum charge $70~~
12. Natural Gas Installation $70 per meter

13. Drafting Hydrant/Alternative Water Supply $150 per installation
14. Underground Fire Line $140 per service
15. Hydrant Flow Test $70
16. Tent Permit $70 per tent 900 sq. ft. or more
17. ~~Existing Annual and 1st re-inspection No Charge, 2nd or subsequent re-inspection fees $65 per unit, per type, per re-inspection~~
18. ~~New Construction re-inspection $65 per failed inspection~~
19. Smoke Control System Acceptance Test - $200
20. Required Annual Licensing Nursing Home - No Charge
21. Required Annual Licensing ACLF - No Charge
22. Required Annual Licensing Day Care - No Charge

C. Fire Apparatus Standby

1. Apparatus Standby - $250 per vehicle per hour (plus hourly rate for personnel)
2. Side by Side Standby-$100 an hr (plus hourly rate for personnel)
3. Standby Detail - $52 per hour / per person (2 people minimum) (2-hour minimum)

CITY OF LABELLE, FLORIDA
Planning Staff Report
For Wawa
Comprehensive Plan Amendment
and Planned Unit Development Rezone

TYPE OF CASE: Comprehensive Plan Amendment, & PUD Rezone

STAFF REVIEWER: Patty Kulak

DATE: October 8, 2026

APPLICANT: Com Terra Acquisitions, LLC

AGENT: Daniel DeLisi, AICP, DeLisi, Inc.

REQUEST: Amend the City of LaBelle Comprehensive Plan Future Land Use Map designation for a 1.58± acre assemblage generally located at the northwest corner of West Hickpochee Avenue (SR 80) and North Main Street (SR 29), from "Downtown District" to "Commercial" future land use; and amend the City of LaBelle Zoning Map to rezone the subject property from Business Professional (B-1) (formerly Planned Unit Development (PUD)) and Downtown Business District (DBD) to the Planned Unit Development (PUD) zoning district, to facilitate redevelopment of the site consistent with the proposed commercial land use.

LOCATION: 10 West Hickpochee Avenue

PROPERTY SIZE: 1.58+/-acres

FUTURE LAND USE DESIGNATION, CURRENT ZONING AND LAND USE:

Existing Future Land Use Designation:	Downtown District
Existing Zoning:	Business Professional (B-1) and former Trading Post PUD; and Downtown Business District (DBD)
Land Use:	Vacant

SURROUNDING LAND USE:

North:	FLU –	Downtown District
	Zoning –	Downtown Business District

	Land Use –	Office
South:	FLU –	Commercial
	Zoning –	Business (B-2)
	Land Use –	Public Right-of-way (SR 80); Commercial - Restaurant
East:	FLU –	Downtown District
	Zoning –	Downtown Business District
	Land Use –	Public Right-of-way (SR 29/Main Street); Commercial - Retail
West:	FLU –	Downtown District
	Zoning –	Downtown Business District
	Land Use –	Public Right-of-way (College Street); Commercial - Retail

STAFF NARRATIVE:

Com Terra Acquisitions, LLC ("Applicant") is requesting approval of the following actions for the proposed Wawa development within the City of LaBelle:

1. Amend the City of LaBelle Comprehensive Plan Future Land Use Map to change the subject property's designation from Downtown District to Commercial in order to allow for the redevelopment of the site with a convenience store and fuel pumps;
2. Rezone the subject property from Business Professional (B-1) and Downtown Business District (DBD) zoning classifications to a new Planned Unit Development (PUD) specific to the proposed use, along with a Master Concept Plan (MCP) for a 7,000 SF convenience store with up to 12 fuel pumps and uses, as identified in the Schedule of Uses.

BACKGROUND

The subject property consists of approximately 1.58 acres of land located within the City of LaBelle, along the north side of State Road 80 (Hickpochee Avenue) between College Street and North Main Street. The site is situated near the historic center of the City and occupies a prominent location along a major east–west arterial transportation corridor. The property was previously developed with strip commercial uses and zoned Planned Unit Development (Trading Post PUD), but has since been cleared and is currently vacant. The Trading Post PUD was approved per Ordinance 2008-13 and allowed for a mix of residential and commercial uses, including convenience store with fuel pumps (see PUD ordinance in Attachments). The PUD has expired and the zoning has reverted back to the B-1 zoning district, which applied prior to the PUD approval in 2008.

The subject property is presently designated Downtown District on the City of LaBelle Future Land Use Map and is zoned Planned Unit Development (PUD) and Downtown Business District (DBD). Surrounding development is predominantly commercial in nature, with commercial zoning and uses located to the south, east, and west. Properties on the south side of SR 80 are within the Commercial future land use category and have built out with "fast food" restaurants, shopping plazas, medical office and similar uses. Properties to the north include smaller-scale office and commercial uses within the Downtown Business District. The site's location along State Road 80 places it within a high-volume vehicular corridor that serves both local and regional traffic.

The Applicant proposes to amend the Future Land Use Map to Commercial and rezone the property to a new PUD to allow for redevelopment of the site with a convenience store and up to 12 fuel pumps, including ancillary food and beverage services. The proposed development includes approximately

7,000 square feet of commercial floor area and associated site improvements. The requested land use and zoning changes are intended to facilitate reinvestment in a long-vacant parcel and align the property's entitlement framework with the surrounding commercial context along State Road 80.

COMPREHENSIVE PLAN AMENDMENT REQUEST

The subject property is currently designated Downtown District (DBD) on the City of LaBelle Future Land Use Map. This category was adopted into the Comprehensive Plan in the early 2000's after an extensive City-initiated visioning process aimed at encouraging redevelopment and investment in Downtown and protection of the historical significance of the district. The Applicant is requesting a Comprehensive Plan Amendment to change the Future Land Use designation to Commercial in order to allow redevelopment of the site with a convenience store and fuel pumps, including ancillary food and beverage services. While the DBD FLU does not permit auto-oriented development such as gas stations, the requested Commercial designation allows for much broader commercial retail uses and is primarily designated along SR 80 and SR 29.

All properties immediately surrounding the subject site on the north side of SR 80 are located within the DBD FLU. However, the applicant states the removal of the subject property from the Downtown District would not create future land use boundary changes that are inconsistent with the intent of the district. The applicant justifies this request by stating the Downtown District is characterized by auto-oriented commercial development along State Road 80, rather than a pedestrian-focused downtown environment. They note the Commercial future land use category more accurately reflects the functional and physical characteristics of this corridor.

Overall, the applicants requested Comprehensive Plan Amendment is intended to facilitate reinvestment in an underutilized parcel, align future land use with the existing development pattern along State Road 80, and support continued commercial activity within downtown LaBelle without undermining the overall intent of the Downtown District. While the Commercial FLU request is consistent with the existing commercial development pattern along State Road 80 and the intensity of surrounding uses, it is a policy decision of the Commission to determine if this site is properly designated as DBD due to proximity to the downtown core and other long-range planning objectives relating to mobility, aesthetics and community-serving land uses.

PUD REZONING REQUEST

The subject property, consisting of approximately 1.58 acres, is currently zoned B-1 (expired PUD) and Downtown Business District (DBD). The existing zoning framework was established for prior commercial development on the site, which has since been removed, leaving the property vacant. The Applicant is requesting approval of a new PUD zoning district to allow for redevelopment of the property in a manner that is tailored to the proposed use and consistent with the requested Commercial future land use designation.

The proposed PUD is intended to accommodate a commercial development consisting of approximately 7,000 square feet of building area, including a convenience store with fuel pumps and ancillary food and beverage services, as identified in the Schedule of Uses. The PUD zoning framework would establish site-specific development standards and permitted uses to address the site's location along State Road 80 and its proximity to surrounding Downtown commercial development.

The Applicant states that the PUD zoning district provides an appropriate mechanism to ensure compatibility with adjacent properties while allowing flexibility in site design, circulation, and operational characteristics associated with a convenience store and fuel service use. The proposed PUD would

replace a long-vacant commercial site with an active commercial use intended to serve nearby residents, downtown businesses, and the traveling public.

Access

Primary access to the subject property is proposed from College Street and Main Street, with the site also fronting State Road 80 (Hickpochee Avenue), via four (4) separate access points). The proposed site plan includes two full-access driveways on College Street, one full-access driveway on Main Street, and one right-in/right-out driveway on Main Street, designed to distribute traffic efficiently and minimize operational conflicts. No direct vehicular access is proposed from State Road 80.

A Transportation Impact Statement submitted by the Applicant evaluates the proposed access configuration and concludes that the surrounding roadway network will continue to operate at acceptable levels of service with the proposed development. All access points are subject to final engineering review and approval by the City of LaBelle and any applicable reviewing agencies to ensure compliance with adopted access management, safety, and operational standards. The Applicant has consulted with FDOT and provided pre-application meeting notes indicating the proposed access is acceptable.

Please note in the conditions section of this report and draft ordinance, Staff has provided a recommended conditions of approval for the PUD which states "Vehicular access to and from North Bridge Street shall be limited to right-in/right-out movements only. Appropriate signage and pavement markings shall be installed and maintained to identify the permitted traffic movements.".

Landscape Buffers

The proposed development includes perimeter and interior landscaping consistent with the applicant's submitted Landscape Plan.

North, East, and West Property Lines:

- Type A landscape buffers with a minimum width of 10 feet are provided along the north, east, and west property lines.
- These buffers include required canopy trees and continuous double hedgerows intended to provide screening of parking, service, and vehicular use areas.
- Existing mature vegetation is proposed to be preserved where feasible and utilized toward applicable landscape credit requirements.

South Property Line (State Road 80 Frontage):

- A 15-foot-wide landscape buffer is proposed along the State Road 80 frontage.
- The frontage buffer includes canopy trees, a continuous double hedgerow installed at 36 inches and maintained at a minimum of 48 inches, and planted on a 2-foot tall berm intended to provide enhanced screening along the corridor and improve the visual appearance of the site from the public right-of-way.

Interior Landscaping:

- Building foundation landscaping and parking lot planting areas are distributed throughout the site.
- Additional landscape islands, shrub beds, and preserved tree canopy are incorporated to soften paved areas and provide visual relief within the site.

Overall, the proposed landscape improvements are intended to enhance visual compatibility, provide screening of site improvements, and integrate the development with the surrounding corridor. Staff notes that the revised landscape plan reflects enhancements made in response to prior review

comments, particularly along State Road 80 and the perimeter buffers, to strengthen the project's streetscape appearance and buffering from adjacent properties.

Compatibility

The subject property is located, an area historically characterized by a compact, walkable development pattern with a mix of commercial, civic, institutional, and educational uses. Surrounding development within the Downtown District is oriented toward pedestrian activity, short internal trips, and direct access between uses, including nearby schools, offices, retail establishments, and civic destinations. Surrounding development on the south side of SR 80 are designated Commercial FLU and are developed with more intensive auto-oriented uses, as well as commercial retail and medical office.

The proposed removal of the subject property from the Downtown Business District (DBD) and redevelopment with a fast-casual convenience retailer and fuel service use introduces compatibility considerations relative to the surrounding neighborhood. While the surrounding area contains commercial uses, the downtown context differs from more auto-oriented commercial corridors elsewhere along SR 80 and throughout the city. The proposed use is primarily vehicle-focused and designed to serve regional traffic along State Road 80, which contrasts with the pedestrian-scaled character traditionally associated with the downtown core.

From a pedestrian compatibility perspective, the proposed development raises concerns due to increased vehicular movements, multiple drive aisles, and fuel service operations within an area that experiences heavy foot traffic. Adjacent and nearby uses, including schools and downtown-serving commercial and office establishments, rely on safe and convenient pedestrian circulation. The intensity and configuration of vehicular access associated with a convenience store and fuel pumps may create potential conflicts between vehicles and pedestrians within the downtown environment.

Although the applicant has incorporated site design features such as landscaping and sidewalks to improve site integration, the overall site layout and operational orientation remain primarily auto-oriented in a location that functions as a pedestrian-focused gateway to the downtown area. Based on the current configuration, the relationship between building placement, fuel service areas, vehicular circulation, and pedestrian activity presents compatibility concerns within the downtown context. Staff notes that modifications to the site layout, including adjustments to building orientation, screening of fuel operations, and circulation design, could potentially reduce these impacts. However, as proposed, the development differs from the pedestrian-scaled development pattern that characterizes the Downtown District and raises concerns related to pedestrian safety, walkability, and consistency with the established downtown character.

Comprehensive Plan Consistency:

The following is an analysis of the request's consistency with the following objectives and policies of the City's Comprehensive Plan as follows:

Future Land Use Policy 1.2.1

The applicant states that the proposed redevelopment will support varied and balanced growth within the City by reinvesting in a long-vacant property located in the downtown area. The project is intended to enhance the City's fiscal base through new commercial activity and job creation while improving the physical condition of an underutilized site. By introducing a commercial use that serves both local residents and regional traffic, the applicant asserts the project contributes to employment opportunities

and economic activity consistent with the City's goal of promoting balanced growth that supports community needs.

Policy 1.3.3 Downtown District Land Use Category

The Comprehensive Plan notes this category is "primarily intended to encourage, support, and enhance Downtown LaBelle as the most high-intensity office and employment area of LaBelle. The Downtown District supports mixed-use (office combined with hotel, residential, and other uses) development as important components of the area's vitality. Emphasis is on the integration of commercial, residential, entertainment, civic, institutional and public spaces. A broad array of compatible uses, including retail, restaurants and cafes, residential, office, cultural, educational and indoor recreation is permitted, with active ground floor uses. The Caloosahatchee River and Barron Park will serve as the key focal points of the Downtown, essentially becoming the downtown's front porch. Building intensities will support small town urban design as well as provide livability goals such as walkability and community gathering places and will build upon the natural features and historic assets of LaBelle to promote richness and diversity.

The proposed development will have food service and elements of a restaurant, in line with the intent of the Downtown District. Through enhancements to the site design, buffers and architecture, the proposal may be able to demonstrate compatibility with the intent for walkability, public spaces, and small town urban design. The policy notes the site is not within the key focal point of the Downtown, providing greater flexibility in terms of the intent for the site versus properties on South Bridge Street, for example. The Downtown Review Committee reviewed the submittal document on July 10, 2025 and felt that unless substantial changes were made to the site and architectural theme the committee could not support the request.

Policy 1.3.4 Commercial Land Use Category

The applicant states that the proposed project is consistent with Policy 1.3.4 in that the subject property is located along State Road 80, a corridor specifically identified for the Commercial Land Use Category. The proposed use - a convenience store with fuel pumps and ancillary food and beverage services—is a commercial use that is auto-oriented in scale and typology, consistent with development patterns anticipated along State Road 80.

The proposed development complies with the maximum Floor Area Ratio (FAR) of 1.0, with approximately 7,000 square feet of building area on a 1.58-acre site, and does not include any residential component. As such, the project is consistent with the policy provisions limiting residential development within the Commercial category and prohibiting new single-family residential uses.

The applicant further states that the project incorporates access management principles consistent with the policy, including shared and consolidated ingress and egress points from local streets rather than direct access from State Road 80. Pedestrian accommodations, landscaping, and site design elements are proposed in accordance with applicable Land Development Code standards to respect pedestrian and alternative transportation modes while accommodating an auto-oriented commercial use.

Overall, the applicant asserts that the proposed Commercial future land use designation and associated development are consistent with the intent and requirements of Policy 1.3.4 by supporting auto-oriented commercial activity along State Road 80 within an urban setting while adhering to established intensity, use, and access management standards.

As noted throughout this report, Staff appreciates the site's location on the SR 80 frontage in proximity to similar auto-oriented commercial uses. However, the site is also proximate to the City's Downtown and was incorporated into the DBD FLU as part of a policy decision by a different Commission approximately 2 decades ago. Thus, consistency with the Commercial FLU is largely a policy decision by the Commission.

Traffic Circulation Element Policy 2.5.2 & 2.5.3

The applicant has submitted a Traffic Impact Study (TIS) for the proposed project, demonstrating that adjacent roadway segments along State Road 80 will continue to operate at an acceptable Level of Service with the proposed project impacts. Specific requirements for driveway access and potential turn-lane improvements will be evaluated in coordination with the Florida Department of Transportation (FDOT) during the permitting phase. At this time, the analysis provided does not indicate the need for significant off-site roadway capacity improvements.

Infrastructure Element Policy 4.1

Currently, utilities are available near the property. Prior to construction, the applicant will be required to demonstrate adequate infrastructure capacity and confirm service availability from the City of LaBelle through the site construction permitting process.

STAFF RECOMMENDATION

Staff has reviewed the proposed Comprehensive Plan Amendment to change the Future Land Use designation of the subject property from Downtown District to Commercial, together with the associated Planned Unit Development (PUD) rezoning request. Based on the analysis contained in this report, Staff finds that the requested amendments present planning and compatibility considerations that warrant careful evaluation by the City.

By removing the subject property from the Downtown District that would result in future land use boundary changes that are not consistent with the intent of maintaining a cohesive and unified downtown planning framework. The Downtown District is intended to function as a pedestrian-oriented environment with a consistent development pattern, and the proposed future land use change would introduce a different development character at a prominent gateway location.

Staff also finds that, as currently proposed, the auto-oriented nature of a convenience retail and fuel service use raises compatibility considerations within the downtown context, particularly with respect to pedestrian circulation, walkability, and proximity to uses that generate regular foot traffic.

As outlined above, Staff finds that the proposed Comprehensive Plan Amendment and PUD rezoning may be supported subject to the imposition of substantial and detailed conditions intended to address site design, operational characteristics, and compatibility with the surrounding downtown context. The conditions of approval are intended to limit the scale and intensity of development, enhance buffering and architectural quality, and ensure safe pedestrian and vehicular circulation. With these conditions in place, Staff finds that the proposed development can mitigate potential impacts associated with its location at a downtown gateway and achieve a level of compatibility consistent with the City's Comprehensive Plan and Land Development Code.

Accordingly, Staff provides conditions as outlined below, should the Commission support the policy decision to incorporate the property into the Commercial FLU.

1) The PUD zoning approval applies specifically to the subject property as described in Exhibit 'A'.
2) Allowable uses shall be limited to those specified in the approved Schedule of Uses (Exhibit 'B') and are limited to a 7,000 SF Convenience Store with 12 fuel pumps (6 fueling positions). Vehicle service, repair or carwashes are expressly prohibited.
3) Development shall conform to standards identified in the Development Regulations Table (Exhibit 'C').
4) All development must adhere to the design and phasing detailed in the approved Master Concept Plan (MCP), identified as Exhibit 'D', and comply with applicable City Land Development Code regulations.
5) Development must connect to the City's potable water and sanitary sewer system. The developer shall be responsible for the extension of utilities to serve the subject property. Proof of adequate service capacity shall be required prior to issuance of site construction permits, including a hydrant system demonstrating adequate and continuous water flow for firefighting purposes.
6) Parking shall be provided on-site in accordance with the City's Land Development Code requirements for all commercial uses.
7) A unified Master Signage Plan consistent with the City's Land Development Code shall be required at the time of site construction permitting to ensure cohesive signage design throughout the commercial area. All signage will comply with State Road 80 Overlay requirements.
8) Consistent with LDC Sec. 4-93, the architectural theme for all non-residential buildings shall reflect an Old Florida vernacular style with inclusion of roof overhangs, porches, covered corridors, covered walkways, and pitched roofs
9) Development shall be consistent with illustrative architectural renderings showing all building elevations, canopies, lighting and landscaping.
10) No outdoor piped/amplified music or speaker system is permitted.
11) The State Road 80 Overlay right-of-way buffer must be a minimum of 15-feet wide and contain six (6) large trees per 100 linear feet, a double hedgerow installed at 36 inches and maintained at a minimum of 48 inches, and planted on a 2-foot-tall berm. All other buffers must contain four (4) large trees per 100 linear feet, a double hedgerow installed at 24 inches and maintained at 36 inches.
12) Dumpsters, recycling containers, and service areas must be set back a minimum of 20 feet from the PUD boundaries and appropriately screened with opaque walls or fencing.
13) No drive-through lane, window, or queuing area shall be permitted.
14) Fueling stations designed to accommodate heavy commercial trucks, including tractor-trailers, are prohibited. Additional signage shall be installed and maintained to notify truck operators that idling and overnight parking are prohibited on the subject property.
15) Vehicular access to and from North Bridge Street shall be limited to right-in/right-out movements only. Appropriate signage and pavement markings shall be installed and maintained to identify the permitted traffic movements.
16) Prior to issuance of a Certificate of Occupancy, a minimum five-foot-wide sidewalk shall be constructed along the project's frontage on North Main Street and North Bridge Street and extended to West Oklahoma Avenue.

SUGGESTED MOTION(S):

APPROVAL:

I make a motion to **APPROVE** the Comprehensive Plan Amendment to change the Future Land Use designation of the subject property from Downtown District to Commercial, and to APPROVE the

rezoning of the subject property to a Planned Unit Development (PUD) to allow for the proposed commercial development.

APPROVAL WITH CONDITIONS:

I make a motion to **APPROVE** the Comprehensive Plan Amendment to change the Future Land Use designation of the subject property from Downtown District to Commercial, and to APPROVE the rezoning of the subject property to a Planned Unit Development (PUD) to allow for the proposed commercial development, with the Conditions provided by Staff (or as amended).

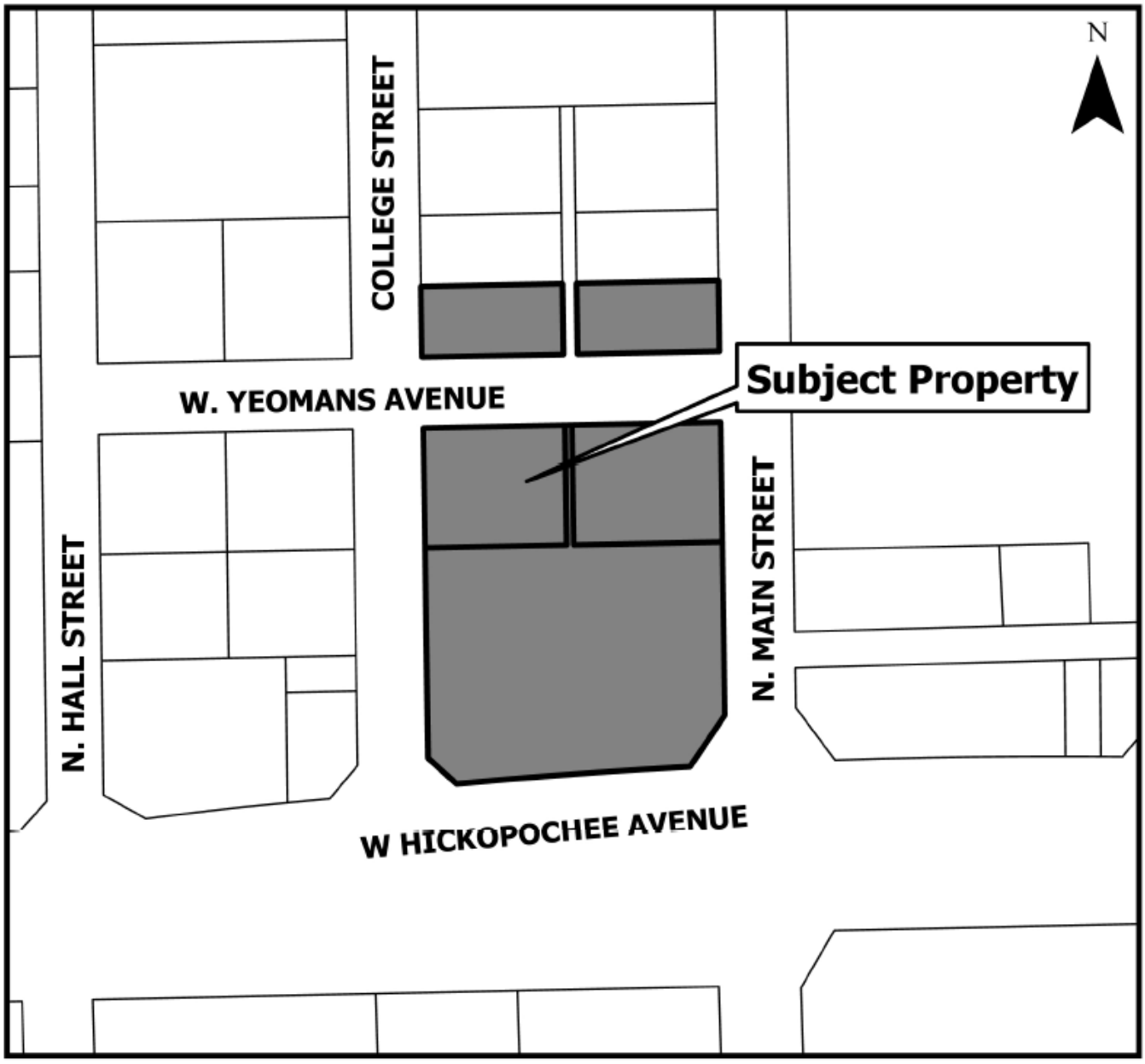
DENIAL:

I make a motion to **DENY** the Comprehensive Plan Amendment to change the Future Land Use designation of the subject property from Downtown District to Commercial, and to DENY the rezoning of the subject property to a Planned Unit Development (PUD) for the proposed commercial development.

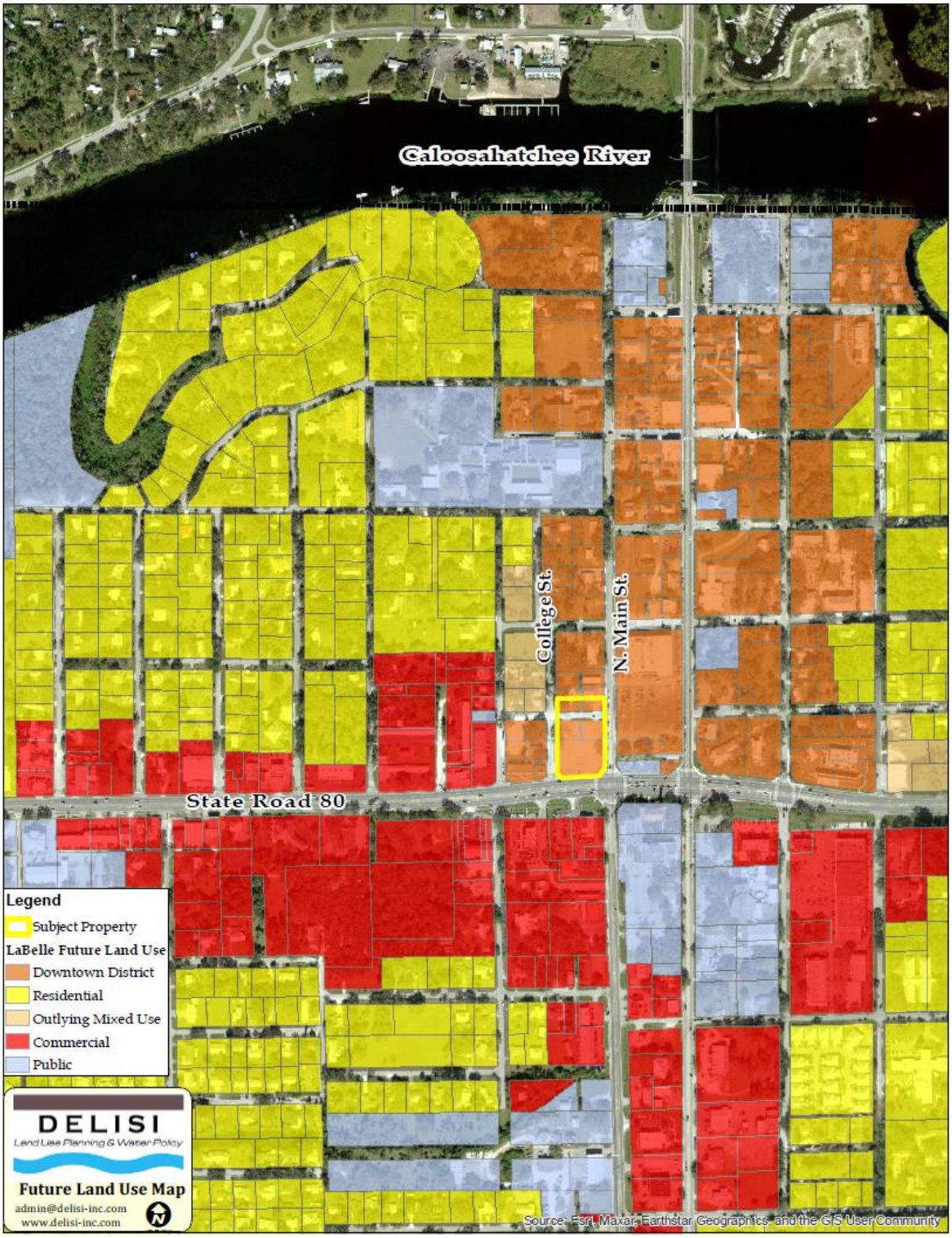
Attachments:

Trading Post PUD Ordinance
Applicant's Master Concept Plan
Applicant's Landscape Plan
Applicant's Architectural Elevations
Applicant's Traffic Impact Study

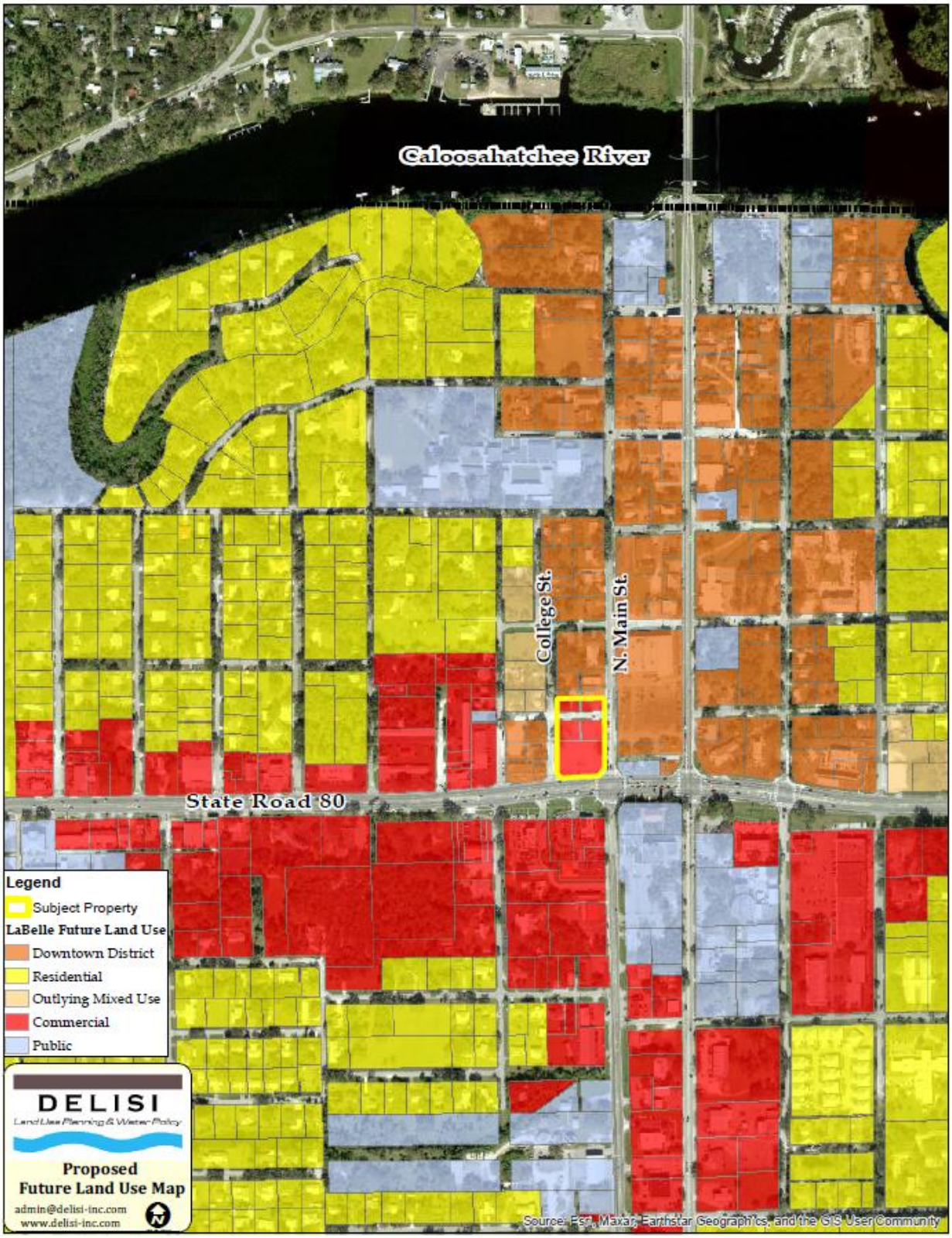
LOCATION MAP



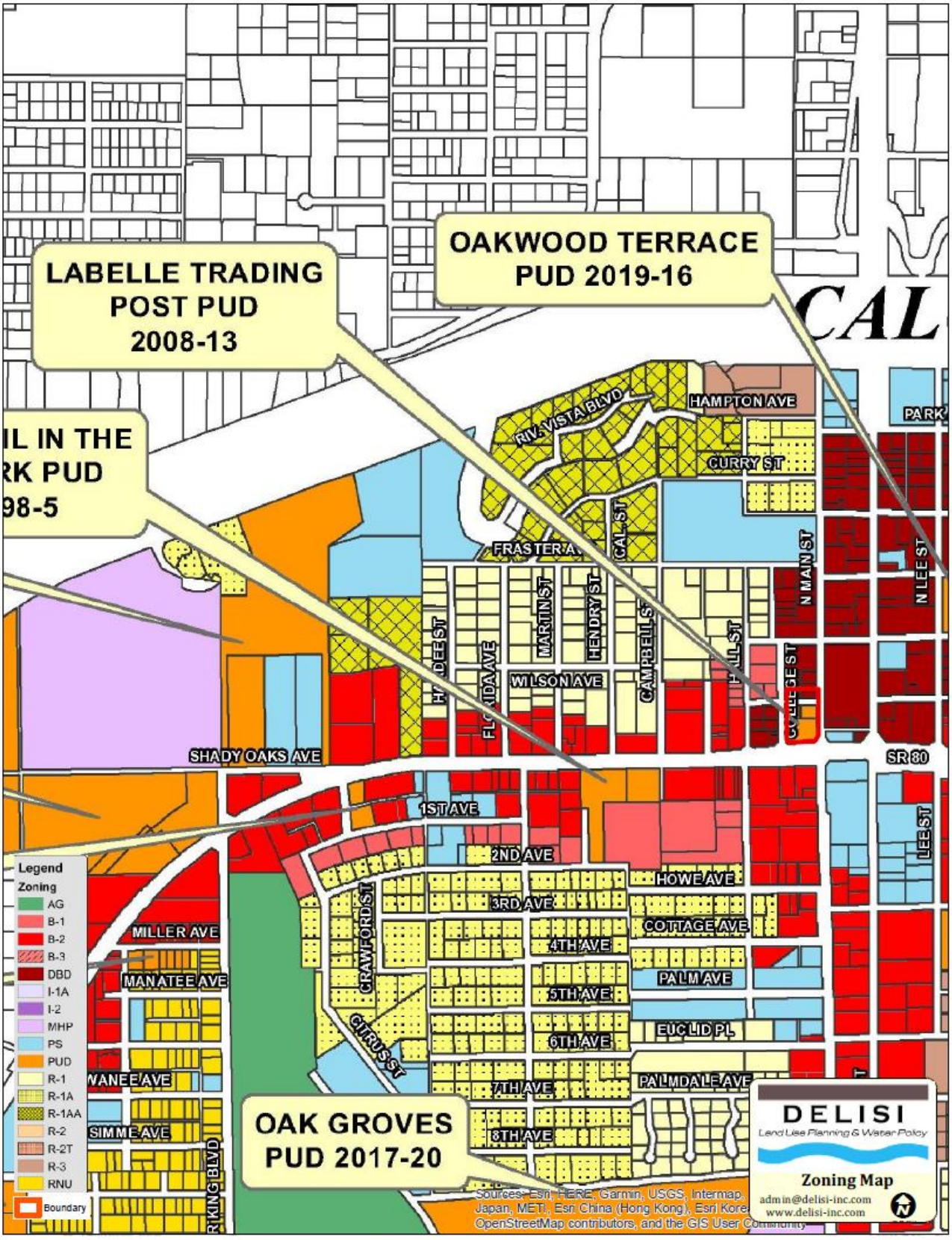
CURRENT FUTURE LAND USE MAP



PROPOSED FUTURE LAND USE MAP



CURRENT ZONING MAP



PROPOSED ZONING

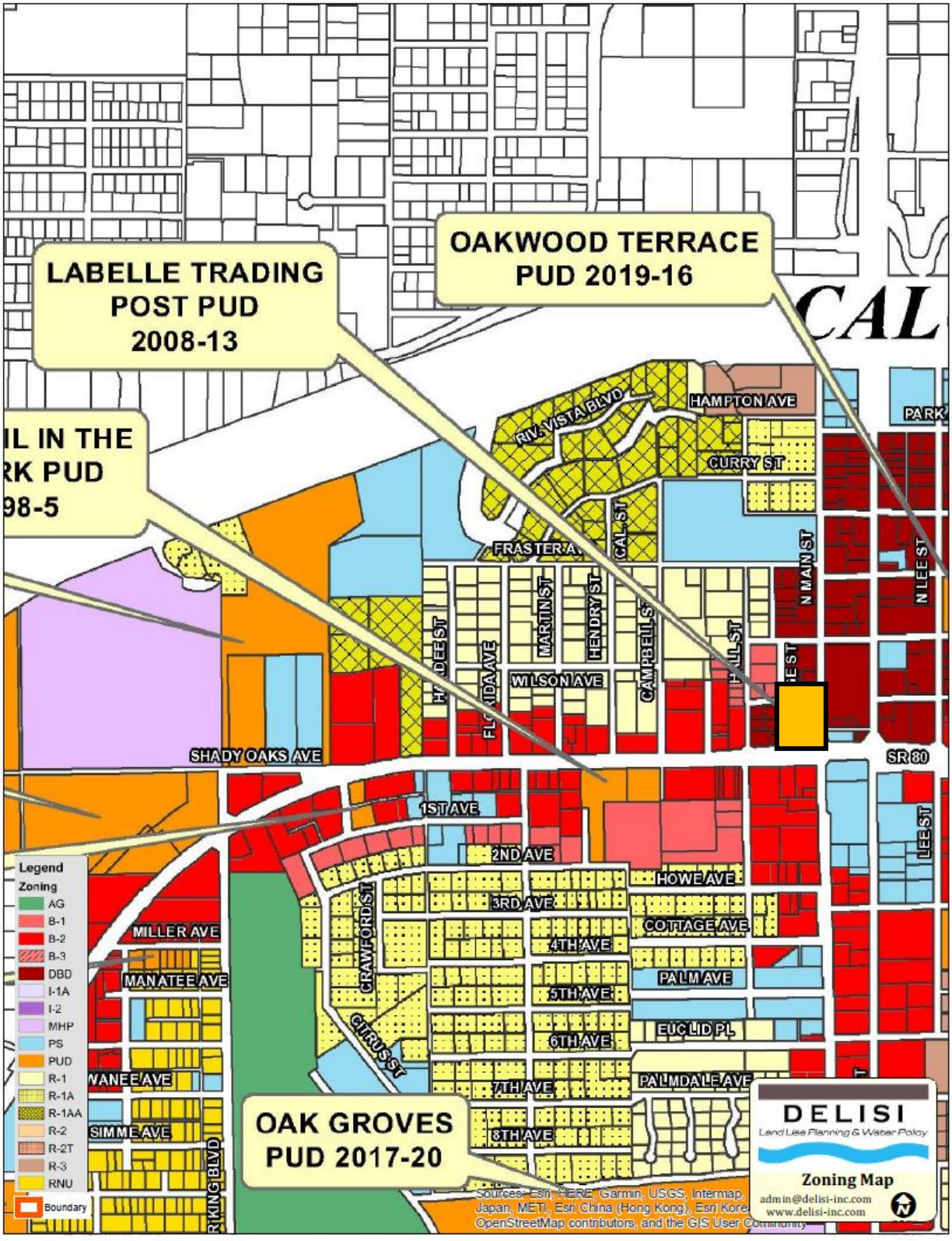


EXHIBIT A
LEGAL DESCRIPTION

A TRACT OR PARCEL OF LAND SITUATED IN THE STATE OF FLORIDA, COUNTY OF HENDRY, LYING WITHIN SECTION 2,
TOWNSHIP 29 SOUTH, RANGE 43 EAST, AND FURTHER BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF BLOCK 1, LOT 8 OF THE COURT-HOUSE SUBDIVISION, RECORDED
IN PLAT BOOK 2, PAGE 42, OF THE PUBLIC RECORDS OF HENDRY COUNTY, FLORIDA; THENCE, N00°26'02"W, ALONG THE WEST LINE OF SAID LOT 8, FOR 66.39 FEET, TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL, ON THE EAST RIGHT-OF-WAY LINE OF COLLEGE STREET (50' WIDE RIGHT-OF-WAY); THENCE, CONTINUING N00°26'02"W, ALONG THE WEST LINE OF BLOCK 1, LOTS 8 THROUGH 15 OF THE COURT-HOUSE SUBDIVISION AND THE EAST RIGHT-OF-WAY LINE OF COLLEGE STREET, FOR 232.22 FEET, TO THE SOUTH RIGHT-OF-WAY LINE OF YEOMENS AVENUE (50' WIDE RIGHT-OF-WAY); THENCE, N00°25'53"W, CROSSING SAID YEOMENS AVENUE, FOR 50.00 FEET, TO THE INTERSECTION OF THE NORTH RIGHT-OF-WAY LINE OF SAID YEOMENS AVENUE WITH THE EAST RIGHT-OF-WAY LINE OF COLLEGE STREET AND THE SOUTHWEST CORNER OF BLOCK 4, LOT 28 OF SAID COURT-HOUSE SUBDIVISION; THENCE, CONTINUING N00°25'53"W, ALONG THE WEST LINE OF BLOCK 4, LOTS 28 AND 27 OF THE COURT-HOUSE SUBDIVISION AND THE EAST RIGHT-OF-WAY LINE OF COLLEGE STREET, FOR 50.00 FEET, TO THE NORTHWEST CORNER OF SAID LOT 27; THENCE, N89°16'53'E, ALONG THE NORTH LINE OF BLOCK 4, LOTS 27 AND 2 OF THE COURT-HOUSE SUBDIVISION AND CROSSING A 10-FOOT WIDE ALLEY BETWEEN SAID LOTS 27 AND 2, FOR 209.87 FEET, TO THE NORTHEAST CORNER OF SAID BOCK 4, LOT 2 AND THE WEST RIGHT-OF-WAY LINE OF MAIN STREET (50' WIDE RIGHT-OF-WAY); THENCE, S00°26'23"E, ALONG THE EAST LINE OF BLOCK 4, LOTS 2 AND 1 OF THE COURT-HOUSE SUBDIVISION AND THE WEST RIGHT-OF-WAY LINE OF MAIN STREET, FOR 50.00 FEET, TO THE SAID NORTH RIGHT-OF-WAY LINE OF YEOMANS AVENUE; THENCE, CONTINUING S00°26'23"E, CROSSING SAID YEOMANS AVENUE, FOR 50.00 FEET, TO THE INTERSECTION OF THE SOUTH RIGHT-OF-WAY OF YEOMANS AVENUE WITH THE WEST RIGHT-OF-WAY LINE OF MAIN STREET AND THE NORTHEASTERLY CORNER OF BLOCK 1, LOT 16 OF THE COURT HOUSE SUBDIVISION; THENCE, CONTINUING S00°26'23"E, ALONG THE EAST LINE OF BLOCK 1, LOTS 16 THROUGH 1 AND THE WEST RIGHT-OF-WAY LINE OF MAIN STREET, FOR 206.04 FEET; THENCE, S34°22'34"W, ALONG THE WEST RIGHT-OF-WAY LINE OF MAIN STREET, FOR 43.79 FEET, TO THE NORTH RIGHT-OF-WAY LINE OF HICKPOCHEE AVENUE (VARIABLE WIDTH RIGHT-OF-WAY); THENCE, ALONG A NON-TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 4,636.66 FEET, A CENTRAL ANGLE OF 2°02'43", AND A LONG CHORD OF S86°12'33"W 165.50 FEET, FOR AN ARC LENGTH OF 165.51 FEET, TO THE SAID EAST RIGHT-OF-WAY LINE OF COLLEGE STREET; THENCE N47°20'17"W, ALONG THE SAID WEST LINE OF COLLEGE STREET, FOR 26.96 FEET, TO THE POINT OF BEGINNING. PARCEL (INCLUDING PARTS CURRENTLY ENCUMBERED BY YEOMENS AVENUE AND THE ALLEY BETWEEN BLOCK 4, LOTS 27/ 28 AND 1/2) CONTAINS 72,113 SQ. FT. (1.66 ACRES), MORE OR LESS.

BEARINGS ARE BASED ON THE WEST RIGHT-OF-WAY LINE OF MAIN STREET AS BEARING S00°26'23"E.

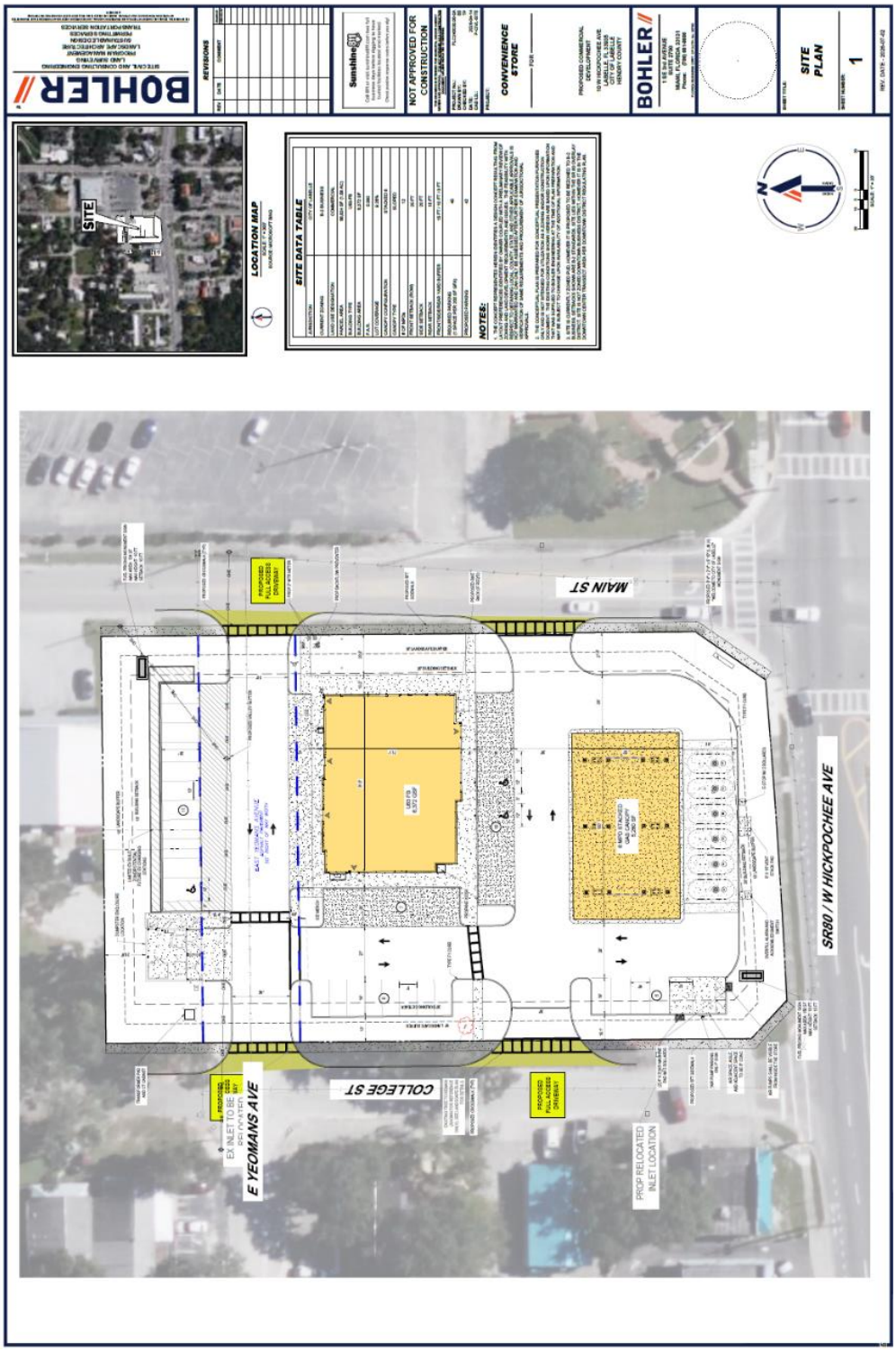
EXHIBIT B
SCHEDULE OF USES

Accessory Use or Structure
Convenience Stores, with Gas Pumps
Food and Beverage Sales/Establishments
Accessory Alcoholic Beverage Sales, Off-Premise

EXHIBIT C
SITE DEVELOPMENT REGULATIONS

Site Acres	1.58 ac
Min. Lot Area	20,000SF
Min. Lot Width	100 ft
Min. Lot Depth	200 ft
Impervious Area	65% Max.
Max. Height	30 ft
Minimum Setbacks	
Front (SR80)	20 ft
Front (College & Main)	20 ft
Rear (north Property Line)	15 ft
Minimum Open Space	20%

EXHIBIT D
MASTER CONCEPT PLAN



CITY OF LABELLE
ORDINANCE 2026-01
WAWA SMALL-SCALE
COMPREHENSIVE PLAN MAP AMENDMENT

AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT TO THE FUTURE LAND USE MAP FOR A 1.58+/-ACRE TRACT GENERALLY LOCATED NORTH AND SOUTH OF WEST YEOMANS AVENUE, NORTH OF WEST HICKPOCHEE AVENUE, AND WEST OF NORTH MAIN STREET; AMENDING THE COMPREHENSIVE PLAN DESIGNATION FOR THE PROPERTIES FROM "DOWNTOWN DISTRICT" DESIGNATION TO "COMMERCIAL" DESIGNATION; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of LaBelle has considered an amendment to the Future Land Use Map for real properties located on the north side of State Road 80 (Hickpochee Avenue) between College Street and North Main Street, City of LaBelle, Florida, further described in Exhibit "A", attached hereto; and has considered public comment on the same, and,

WHEREAS, in the exercise of its authority pursuant to Sections 163.3187 and 1643.3184, Florida Statutes, the City has determined it necessary and desirable to amend the City Comprehensive Plan Future Land Use Map so that the property for comprehensive planning purposes is changed from the "Downtown District " to the "Commercial" future land use category as shown on Exhibit "B" attached hereto; a

WHEREAS, amending the City of LaBelle Comprehensive Plan Future Land Use Map is appropriate in consideration of the subject property's frontage and access along State Road 80 (Hickpochee Avenue), its location within the City's downtown core, and its proximity to surrounding commercial, civic, and institutional uses designated within the Downtown District on the adopted Future Land Use Map; and

WHEREAS, the proposed amendment is intended to promote, protect, and improve the general health, safety, good order, appearance, convenience, and general welfare of the public, and to help accomplish the goals, objectives, and policies of the City's Comprehensive Plan.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of LaBelle, Florida:

Section 1. The forgoing recitals are true and correct and are incorporated herein by this reference.

Section 2. After being read by title at a public hearing on June 11, 2026 before the Local Planning Agency, and duly advertised public hearing on September 10, 2026 and October 8, 2026, Ordinance 2026-01, is hereby adopted, amending the City Comprehensive Plan Future Land Use Map so that the Comprehensive Plan designation for the property is "Commercial".

Section 3. The City has determined that the Comprehensive Plan designation of "Commercial" as shown in the proposed City Comprehensive Plan Future Land Use Map attached hereto as Exhibit "B", is the most appropriate comprehensive plan designation for the affected property and that such comprehensive plan designation will promote, protect, and improve the general health, safety, good order, appearance, convenience, and general welfare of the public and will help accomplish the goals and objectives of the City Comprehensive Plan.

Section 4. The small-scale comprehensive plan amendment shall apply to the real property described in Exhibit "A".

Section 5. This ordinance shall become effective in accordance with Florida Statutes.

Section 6. If any Court of competent jurisdiction shall determine any portion or provision of this ordinance unconstitutional or invalid, that portion shall be severed, and the remainder of the ordinance shall remain in full force and effect and given its ordinary meaning.

Section 7. The City Commission hereby directs the Deputy Clerk to forward certified copies of this adopted ordinance within seven (7) days of the effective date hereof, to the Clerk of Circuit Court of Hendry County and the County Administrator for Hendry County.

PASSED AND ADOPTED in open session this _____ day _____, 2026.

THE CITY OF LABELLE, FLORIDA

By: _____
Vince Ross, Mayor

Attest: _____
Tijauna Warner, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: _____
Derek Rooney, City Attorney

Vote:	AYE	NAY
Mayor Ross	_____	_____
Commissioner Vargas	_____	_____
Commissioner Spratt	_____	_____
Commissioner Holland	_____	_____
Commissioner Ratica	_____	_____

EXHIBIT A
LEGAL DESCRIPTION

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BEARINGS ARE BASED ON THE WEST RIGHT-OF-WAY LINE OF MAIN STREET AS BEARING S00°26'23"E.

EXHIBIT B
CURRENT FUTURE LAND USE MAP

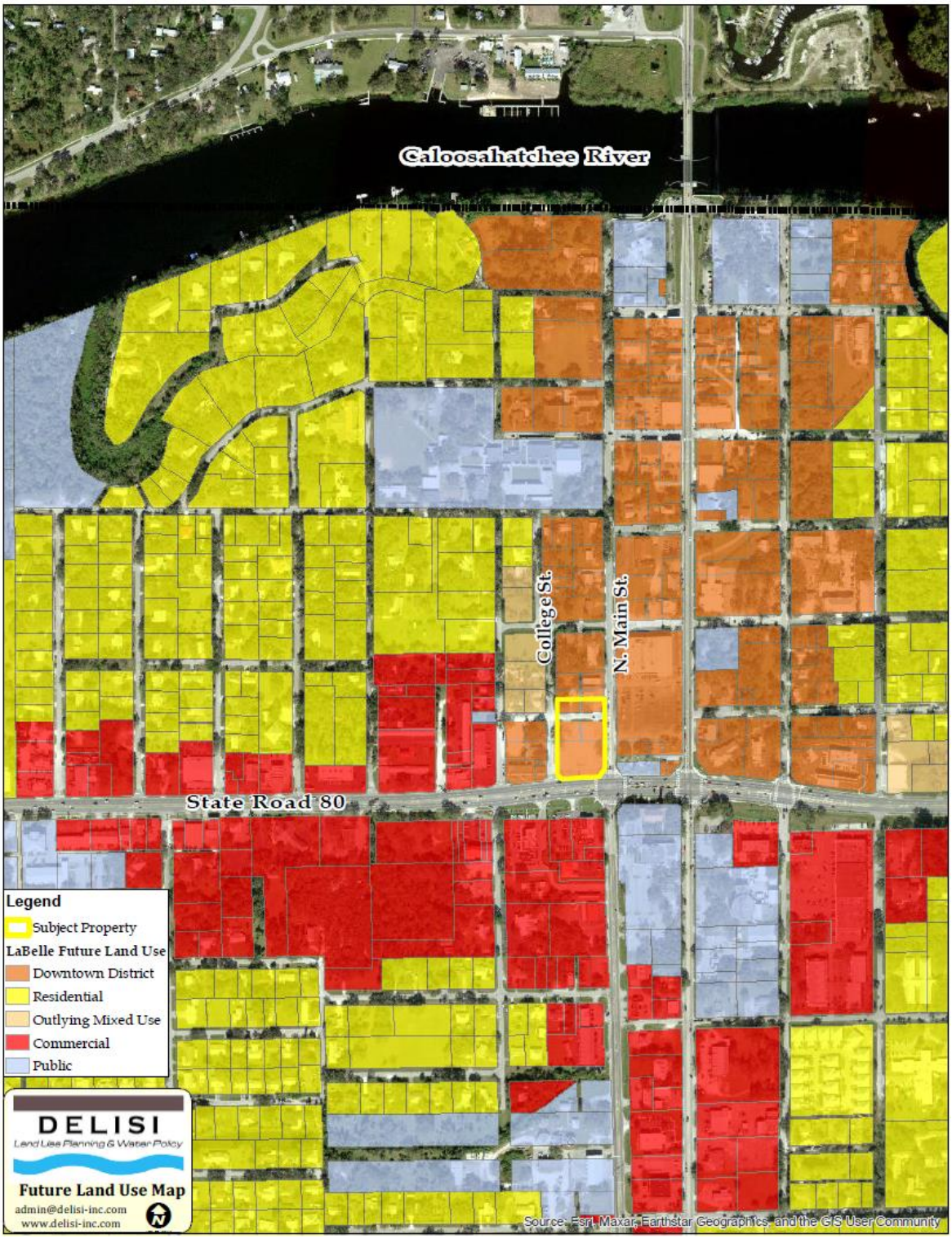
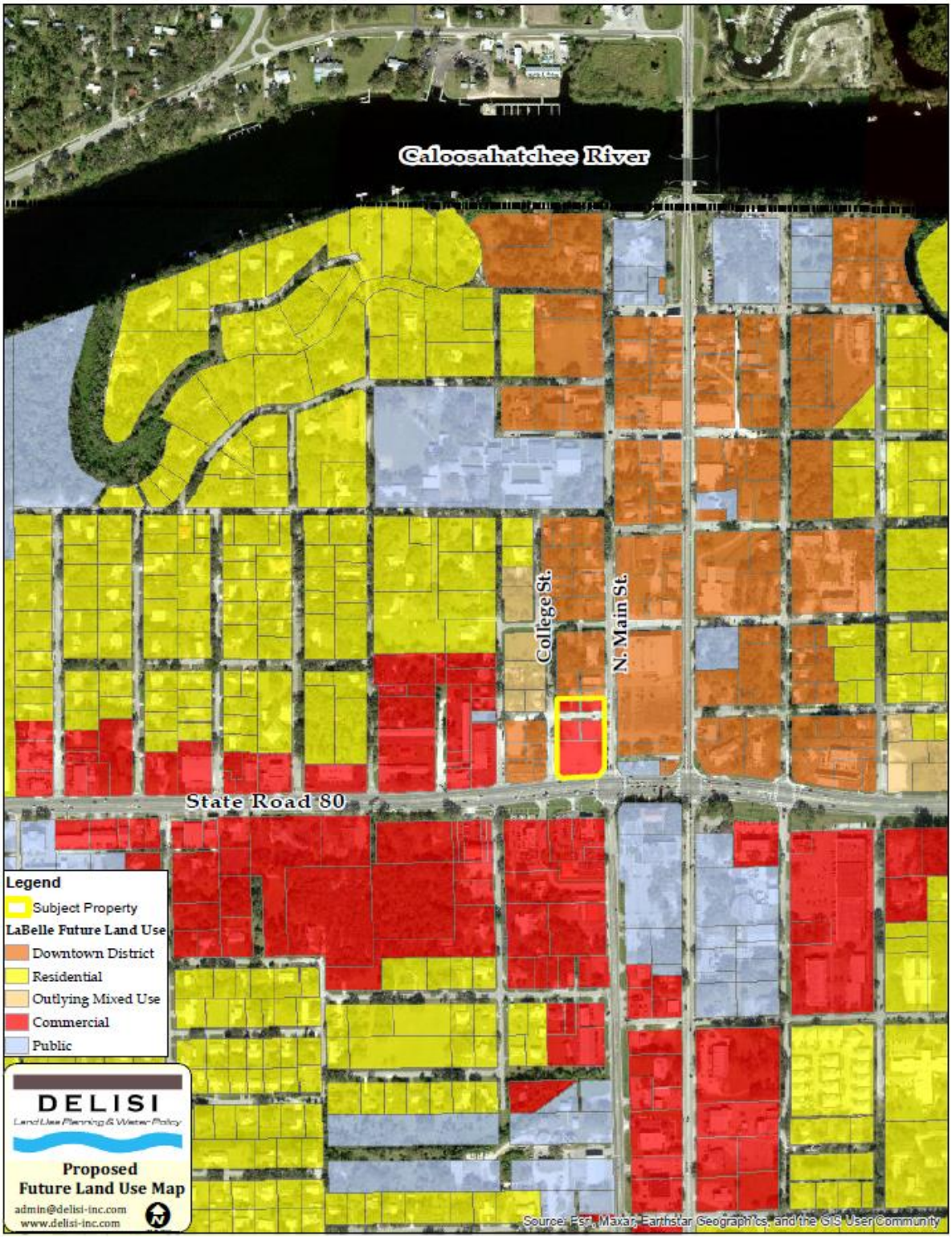


EXHIBIT C
PROPOSED FUTURE LAND USE MAP



CITY OF LABELLE
ORDINANCE 2026-02
WAWA PLANNED UNIT DEVELOPMENT

AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, AMENDING THE CITY OF LABELLE ZONING MAP FOR A 1.58+/-ACRE TRACT GENERALLY LOCATED NORTH AND SOUTH OF WEST YEOMANS AVENUE, NORTH OF WEST HICKPOCHEE AVENUE, AND WEST OF NORTH MAIN STREET, AMENDING THE ZONING DESIGNATION FROM PLANNED UNIT DEVELOPMENT (PUD) AND DOWNTOWN BUSINESS DISTRICT (DBD) ZONING DISTRICT TO PLANNED UNIT DEVELOPMENT (PUD) ZONING DISTRICT, PROVIDING FOR IDENTIFICATION OF THE SUBJECT PROPERTY; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Com Terra Acquisitions, LLC, is the "Applicant" of the real properties located on the north side of State Road 80 (Hickpochee Avenue) between College Street and North Main Street, City of LaBelle, Florida, further described in Exhibit "A", attached hereto;

WHEREAS, the Owner, filed an application to rezone the subject property to Planned Unit Development to allow for the development of a convenience store with fuel pumps and ancillary food and beverage services with the City's intent for the Commercial future land use category; and

WHEREAS, after duly advertised public hearings held on June 11, 2026 before the Local Planning Agency, and duly advertised public hearing on September 10, 2026 and October 8, 2026 before the City Commission; and,

WHEREAS, the City Commission for the City of LaBelle has determined that the requested PUD rezoning is in compliance with the future land use designation of "Commercial" and approval of the PUD rezoning application will further the goals and objectives of the City of LaBelle Comprehensive Plan; and,

WHEREAS, the subject application and plans have been reviewed by City of LaBelle Planning Department in accordance with applicable regulations for compliance with all terms of the administrative approval procedures; and

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of LaBelle, Florida:

Section 1. The forgoing recitals are true and correct and are incorporated herein by this reference.

Section 2. The above-mentioned Planned Unit Development (PUD) is hereby **APPROVED WITH CONDITIONS**, subject to the following conditions:

1) The PUD zoning approval applies specifically to the subject property as described in Exhibit 'A'.
2) Allowable uses shall be limited to those specified in the approved Schedule of Uses (Exhibit 'B') and are limited to a 7,000 SF Convenience Store with 12 fuel pumps (6 fueling positions). Vehicle service, repair or carwashes are expressly prohibited.
3) Development shall conform to standards identified in the Development Regulations Table (Exhibit 'C').
4) All development must adhere to the design and phasing detailed in the approved Master Concept Plan (MCP), identified as Exhibit 'D', and comply with applicable City Land Development Code regulations.
5) Development must connect to the City's potable water and sanitary sewer system. The developer shall be responsible for the extension of utilities to serve the subject property. Proof of adequate service capacity shall be required prior to issuance of site construction permits, including a hydrant system demonstrating adequate and continuous water flow for firefighting purposes.
6) Parking shall be provided on-site in accordance with the City's Land Development Code requirements for all commercial uses.
7) A unified Master Signage Plan consistent with the City's Land Development Code shall be required at the time of site construction permitting to ensure cohesive signage design throughout the commercial area. All signage will comply with State Road 80 Overlay requirements.
8) Consistent with LDC Sec. 4-93, the architectural theme for all non-residential buildings shall reflect an Old Florida vernacular style with inclusion of roof overhangs, porches, covered corridors, covered walkways, and pitched roofs
9) Development shall be consistent with illustrative architectural renderings showing all building elevations, canopies, lighting and landscaping.
10) No outdoor piped/amplified music or speaker system is permitted.
11) The State Road 80 Overlay right-of-way buffer must be a minimum of 15-feet wide and contain six (6) large trees per 100 linear feet, a double hedgerow installed at 36 inches and maintained at a minimum of 48 inches, and planted on a 2-foot-tall berm. All other buffers must contain four (4) large trees per 100 linear feet, a double hedgerow installed at 24 inches and maintained at 36 inches.
12) Dumpsters, recycling containers, and service areas must be set back a minimum of 20 feet from the PUD boundaries and appropriately screened with opaque walls or fencing.
13) No drive-through lane, window, or queuing area shall be permitted.
14) Fueling stations designed to accommodate heavy commercial trucks, including tractor-trailers, are prohibited. Additional signage shall be installed and maintained to notify truck operators that idling and overnight parking are prohibited on the subject property.
15) Vehicular access to and from North Bridge Street shall be limited to right-in/right-out movements only. Appropriate signage and pavement markings shall be installed and maintained to identify the permitted traffic movements.
16) Prior to issuance of a Certificate of Occupancy, a minimum five-foot-wide sidewalk shall be constructed along the project's frontage on North Main Street and North Bridge Street and extended to West Oklahoma Avenue.

Section 3. Conflict with other Ordinances. The provisions of this article shall supersede any provisions of existing ordinances in conflict herewith to the extent of said conflict.

Section 4. Severability. In the event that any portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 5. Effective Date. This Ordinance shall become effective immediately upon its adoption.

PASSED AND ADOPTED in open session this _____ day _____, 2026.

THE CITY OF LABELLE, FLORIDA

By: _____
Vince Ross, Mayor

Attest: _____
Tijauna Warner, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: _____
Derek Rooney, City Attorney

Vote:	AYE	NAY
Mayor Ross	____	____
Commissioner Vargas	____	____
Commissioner Ratica	____	____
Commissioner Holland	____	____
Commissioner Spratt	____	____

EXHIBIT A
LEGAL DESCRIPTION

A TRACT OR PARCEL OF LAND SITUATED IN THE STATE OF FLORIDA, COUNTY OF HENDRY, LYING WITHIN SECTION 2, TOWNSHIP 29 SOUTH, RANGE 43 EAST, AND FURTHER BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF BLOCK 1, LOT 8 OF THE COURT-HOUSE SUBDIVISION, RECORDED IN PLAT BOOK 2, PAGE 42, OF THE PUBLIC RECORDS OF HENDRY COUNTY, FLORIDA; THENCE, N00°26’02”W, ALONG THE WEST LINE OF SAID LOT 8, FOR 66.39 FEET, TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL, ON THE EAST RIGHT-OF-WAY LINE OF COLLEGE STREET (50’ WIDE RIGHT-OF-WAY); THENCE, CONTINUING N00°26’02”W, ALONG THE WEST LINE OF BLOCK 1, LOTS 8 THROUGH 15 OF THE COURT-HOUSE SUBDIVISION AND THE EAST RIGHT-OF-WAY LINE OF COLLEGE STREET, FOR 232.22 FEET, TO THE SOUTH RIGHT-OF-WAY LINE OF YEOMENS AVENUE (50’ WIDE RIGHT-OF-WAY); THENCE, N00°25’53”W, CROSSING SAID YEOMENS AVENUE, FOR 50.00 FEET, TO THE INTERSECTION OF THE NORTH RIGHT-OF-WAY LINE OF SAID YEOMENS AVENUE WITH THE EAST RIGHT-OF-WAY LINE OF COLLEGE STREET AND THE SOUTHWEST CORNER OF BLOCK 4, LOT 28 OF SAID COURT- HOUSE SUBDIVISION; THENCE, CONTINUING N00°25’53”W, ALONG THE WEST LINE OF BLOCK 4, LOTS 28 AND 27 OF THE COURT-HOUSE SUBDIVISION AND THE EAST RIGHT-OF-WAY LINE OF COLLEGE STREET, FOR 50.00 FEET, TO THE NORTHWEST CORNER OF SAID LOT 27; THENCE, N89°16’53’E, ALONG THE NORTH LINE OF BLOCK 4, LOTS 27 AND 2 OF THE COURT-HOUSE SUBDIVISION AND CROSSING A 10-FOOT WIDE ALLEY BETWEEN SAID LOTS 27 AND 2, FOR 209.87 FEET, TO THE NORTHEAST CORNER OF SAID BOCK 4, LOT 2 AND THE WEST RIGHT-OF-WAY LINE OF MAIN STREET (50’ WIDE RIGHT-OF-WAY); THENCE, S00°26’23”E, ALONG THE EAST LINE OF BLOCK 4, LOTS 2 AND 1 OF THE COURT-HOUSE SUBDIVISION AND THE WEST RIGHT-OF-WAY LINE OF MAIN STREET, FOR 50.00 FEET, TO THE SAID NORTH RIGHT-OF-WAY LINE OF YEOMANS AVENUE; THENCE, CONTINUING S00°26’23”E, CROSSING SAID YEOMANS AVENUE, FOR 50.00 FEET, TO THE INTERSECTION OF THE SOUTH RIGHT-OF-WAY OF YEOMANS AVENUE WITH THE WEST RIGHT-OF-WAY LINE OF MAIN STREET AND THE NORTHEASTERLY CORNER OF BLOCK 1, LOT 16 OF THE COURT HOUSE SUBDIVISION; THENCE, CONTINUING S00°26’23”E, ALONG THE EAST LINE OF BLOCK 1, LOTS 16 THROUGH 1 AND THE WEST RIGHT-OF-WAY LINE OF MAIN STREET, FOR 206.04 FEET; THENCE, S34°22’34”W, ALONG THE WEST RIGHT-OF-WAY LINE OF MAIN STREET, FOR 43.79 FEET, TO THE NORTH RIGHT-OF-WAY LINE OF HICKPOCHEE AVENUE (VARIABLE WIDTH RIGHT-OF-WAY); THENCE, ALONG A NON-TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 4,636.66 FEET, A CENTRAL ANGLE OF 2°02’43”, AND A LONG CHORD OF S86°12’33”W 165.50 FEET, FOR AN ARC LENGTH OF 165.51 FEET, TO THE SAID EAST RIGHT-OF-WAY LINE OF COLLEGE STREET; THENCE N47°20’17”W, ALONG THE SAID WEST LINE OF COLLEGE STREET, FOR 26.96 FEET, TO THE POINT OF BEGINNING. PARCEL

(INCLUDING PARTS CURRENTLY ENCUMBERED BY YEOMENS AVENUE AND THE ALLEY BETWEEN BLOCK 4, LOTS 27/28 AND 1/2) CONTAINS 72,113 SQ. FT. (1.66 ACRES), MORE OR LESS.

BEARINGS ARE BASED ON THE WEST RIGHT-OF-WAY LINE OF MAIN STREET AS BEARING S00°26'23"E.

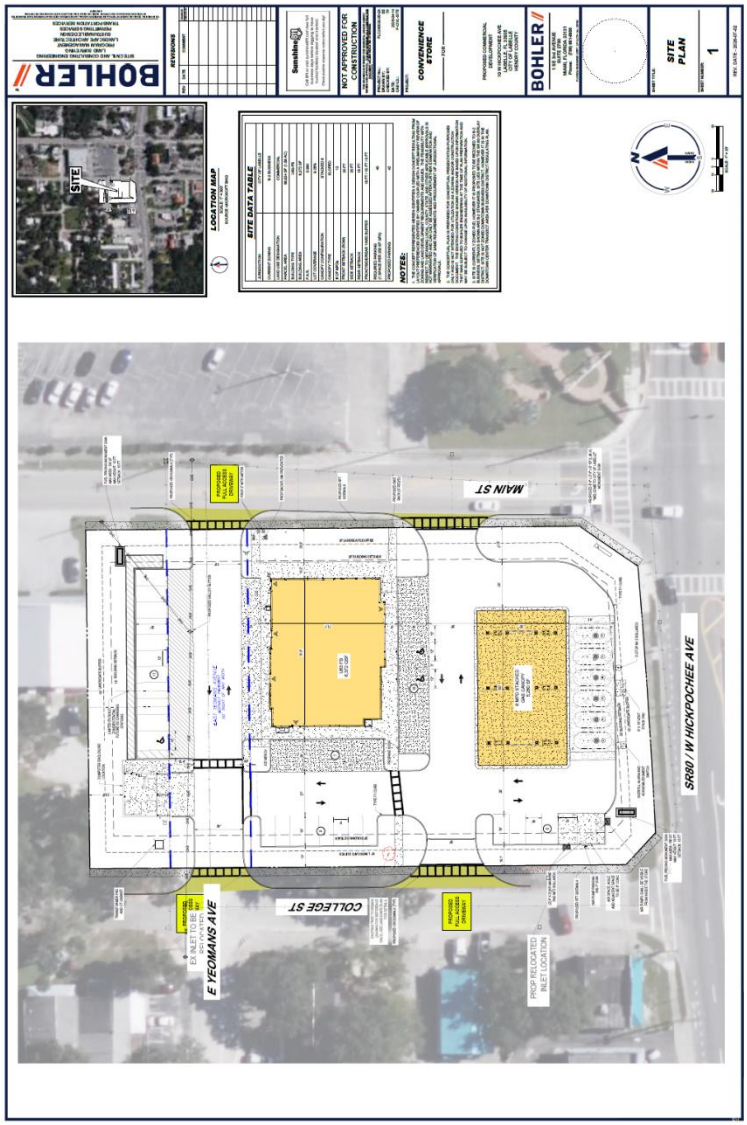
EXHIBIT B
SCHEDULE OF USES

Accessory Use or Structure
Convenience Stores, with Gas Pumps
Food and Beverage Sales/Establishments
Accessory Alcoholic Beverage Sales, Off-Premise

EXHIBIT C
SITE DEVELOPMENT REGULATIONS

Site Acres	1.58 ac
Min. Lot Area	20,000SF
Min. Lot Width	100 ft
Min. Lot Depth	200 ft
Impervious Area	65& Max.
Max. Height	30 ft
Minimum Setbacks	
Front (SR80)	20 ft
Front (College & Main)	20 ft
Rear (north Property Line)	15 ft
Minimum Open Space	20%

EXHIBIT D
MASTER CONCEPT PLAN



1. Submittal review conference date_____

2. Legal Department: Date_____ Atty_____

3. Planning: date_____ Plnr_____

COMPREHENSIVE PLAN AMENDMENT PETITION

Date Received:	File No. CPA-200_ - _____	
Petitioner: **ComTerra Development**		
Address:		
Telephone: **(239) 498-5363**	Fax:	Email: **mliggins@comterragroup.com**
Agent for Petitioner: **Daniel DeLisi, AICP, DeLisi, Inc.**		
Address: **520 27th Street, West Palm Beach, FL 33407**		
Telephone: **239-913-7159**	Fax:	Email: **dan@delisi-inc.com**
Address/Location of Subject Property: **10 West Hicpochee Ave., LaBelle, FL**		
STRAP Number of Subject Property:	**2 29 43 02 150 0001-001.0, 2 29 43 02 150 0001-001.1, 2 29 43 02 150 0001-003.1, 2 29 43 02 150 0004-008.0, 2 29 43 02 150 0004-001.0**	
Legal Description: **See attached.**		
Total Property Acreage: **1.58**	Total Acreage of Amendment Request: **1.58**	Current Use of Property: **Vacant**
Existing Future Land Use Designation: **Downtown District**		
Requested Future Land Use Designation: **Commercial**		
Existing Zoning Designation: **PUD & DBD**		

The applicant is of the opinion that the proposed land use designation would be appropriate for the above referenced property and finds that the request is consistent with the following Comprehensive Plan policies (identify the Comprehensive Plan policies and include an explanation as to how the request is consistent with these policies):
Policies: **See attached Request Statement.**

Signature of Owner:	Signature of Petitioner:
Printed Name	Printed Name **Daniel DeLisi, AICP**
Date:	Date: **3 / 27 / 2025**
Signature of Equitable Owner (if applicable)(attach add'l. sheet if necessary):	
Printed Name	Date:

NOTE: IF THE PETITIONER WISHES TO BE REPRESENTED BY AN AGENT, THE POWER OF ATTORNEY ON THE FOLLOWING PAGE <u>MUST</u> BE PROPERLY EXECUTED. IF DRAWINGS PREPARED BY AN ARCHITECTURAL, ENGINEERING OR OTHER FIRM ARE SUBMITTED, THE FIRM <u>MUST</u> EXECUTE THE ATTACHED PERMISSION TO REPRODUCE.

AFFIDAVIT OF OWNERSHIP, DELEGATION OF AUTHORITY TO REPRESENT, LIMITED POWER OF ATTORNEY, AND AUTHORITY TO REPRODUCE

I,_____, the undersigned do hereby swear, affirm and certify that I am the fee simple title holder/owner or authorized representative of the fee simple title holder/owner of the real property described in Exhibit "A" attached hereto and incorporated herein, "the owner".

Further, I do hereby swear, affirm and certify that all answers to the questions in this application and any sketches, data or other supplementary matter attached to and made a part of this application, are honest and true to the best of my knowledge and belief.

Further, I , _____, as owner of the property herein, do hereby appoint _____as my true and lawful attorney, for the limited purpose of executing this application and representing my interests with regard to this application in all: City of LaBelle staff meetings; correspondence; conversations; and, at all public meetings with regard thereto, as necessary to facilitate this application in my name, place and stead.

Further I, as owner of the real property described herein, do hereby grant the City of LaBelle permission to reproduce all or a portion of all plans, drawings, etc., submitted in connection with the foregoing petition.

Executed this _____ day of _____, _____.

_____ Date:_____
Signature of owner or authorized agent

_____
Print or type name of person signing above

_____
Name of owner/agent entity if a corporation, L.L.C., partnership, or trust

_____
Representative capacity of person signing Affidavit:
President of Vice President of Corporation
Managing Member of L.L.C.
General Partner
Trustee

STATE OF FLORIDA)
)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, ____, by _____ who is personally known to me or who has produced _____ as identification and who did not take an oath.

_____
Notary Public

_____
Print or type name
My Commission Expires: _____

_____
Signature
Title:_____
Date:_____

CONFIRMATION OF OWNERSHIP BY OWNER; AND
AUTHORIZATION FOR AGENT OR PETITIONER (WHEN A DIFFERENT ENTITY)

The undersigned do hereby swear or affirm that they are the fee simple title holders and owners of the record of property commonly known as _____ and legally described in Exhibit A attached hereto.

The property described herein is the subject of a Comprehensive Plan Amendment. We hereby designate _____ as the legal representative of the property in the course of seeking approval of this application. This representative will remain the only entity to authorize development activity until such time as anew or amended authorization is delivered to the City.

_____
Owner Signature

_____
Printed Name

_____
Name of owner entity if a corporation, L.L.C., partnership, trust

_____
Representative capacity of person signing: President or Vice President of Corporation, Managing Member of L.L.C., General Partner, Trustee

_____
Address of Owner

STATE OF FLORIDA)

COUNTY OF _____)

Sworn to (or affirmed) and subscribed before me this _____day of

_____, 200__, by _____

(_____) capacity if applicable who is personally known to me or

produced _____as identification.

_____
Notary Public
Notary Public – State of Florida

My commission expires _____

_____
Name typed, stamped or printed

INSTRUCTIONS FOR FILING A COMPREHENSIVE PLAN AMENDMENT PETITION

PROCEDURE:

1. Comprehensive Plan Amendment petitions may be obtained at the City Clerk's office and may be initiated by the owner of the property involved or his legally designated representative. A petition must be completed and submitted to the City Clerk, together with the required fee and supportive materials, at least 30 days prior to the next scheduled City Commission meeting.

   Petitioners are required to arrange a submittal-review conference with the City Clerk to take place at the time of submittal. Petitioners may arrange an appointment by calling (863) 675-2872. Petitions received later than 30 days in advance of a meeting or petitions which are determined to be incomplete will be placed on the agenda of the next meeting. Therefore, early submittal and the submittal-review conference with the City Clerk will help ensure consideration of your petition by the City Commission

   City Commission meetings are held regularly on the second Thursday of each month, beginning at 6:00 p.m. Local Planning Agency (LPA) are typically also held on the second Thursday of each month, but are scheduled as needed.

2. After reviewing the petition for completeness, the City Clerk will discuss it with other City staff relative to their specific areas of responsibility as they relate to the request.

3. Once the application is deemed complete by the City Clerk it will be forwarded to the City Attorney to determine its legal sufficiency.

4. After, the City Attorney has signed off as to legal sufficiency the application shall be forwarded to the City Planner for review.

5. The City Attorney shall review the application prior to the date of hearing by the City Commission to ensure all statutory requirements have been met.

6. The petitioner or his authorized representative shall appear at the Local Planning Agency and the City Commission meetings. The City Commission will consider the recommendation of the staff, the comments by the petitioner and the public, and the recommendations of the LPA. The City may vote to approve, approve with conditions, deny or continue the hearing of a petition.

7. Action on a Comprehensive Plan Amendment petition is taken by ordinance.

COMPREHENSIVE PLAN AMENDMENT REQUIRED SUPPORTIVE MATERIALS:

1. A check for the applicable application fee amount, made payable to the City of LaBelle (see fee schedule).

2. Ten (10) **SETS** *(one petition, one location map, and one each of other supportive materials should be put together to comprise a set)* of the following:

   A. Completed petition form (*Original and 9 copies*);

   B. Proof of ownership (deed, property tax receipt, etc.).

   C. A location map, provided at a scale that clearly denotes the property to be amended and its relationship to nearby major roadways.

   D. A Plan Amendment map that includes the following:
      1. Scale
      2. North arrow
      3. Name of owner and agent (if applicable).
      4. Location of existing parcels of land within 500 feet of the subject property (information available at City Hall). This included property that is across road right-of-ways.
      5. The Future Land Use designation, zoning designation and current use of the subject property as well as that of the surrounding properties within 500 feet.

   This map must be at a suitable scale, no smaller in size than 8-1/2" x 11" and no larger in size than 24" x 36". Plans larger than 8-1/2" x 11" ***MUST BE FOLDED****. The agent preparing the plans MUST SIGN permission to reproduce on Page 3 of the application and have his or her signature notarized.*

      6. If the Future Land Use Amendment proposes a designation that allows residential development, a letter from the Hendry County Public School Administration stating the school capacity impacts of the proposed amendment.

      7. A Traffic Analysis (Traffic Impact Statement). This applies to properties 20 acres are larger.
      8. A letter from the water, and sewer provider (if provider is not the City of LaBelle), stating the availability of providing water and sewer to the project site.

      9. Letters from the Fire Department, the Sheriff's Department and from Emergency Services indicating that adequate services to the site can be provided.

PLEASE NOTE: If the petition is continued *for any reason*, additional folded plans *may* be required OR, if any changes are made, an additional 10 folded plans will absolutely be required. The City of LaBelle reserves the right to refuse to accept a petition if incomplete on the filing deadline date. The complete petition may be submitted for the following month's Commission meeting.

PROPOSED POLICY GUIDELINES FOR PRESENTATIONS OF PETITIONS TO THE LABELLE CITY COMMISSION

A. Petitioner's presentation shall occur first and petitioner shall have up to 20 minutes (uninterrupted) to present their petition.
(Followed by questions from Commission of the petitioner.)
If additional time is requested, the Commission will vote on the request for additional time prior to the petitioner's presentation.

B. Staff will have up to 20 minutes to analyze the petition.
(Followed by questions from Commission of staff.)

C. Public comment – each speaker will have up to 5 minutes to present their comments on the petition.
(Followed by questions from Commission.)

D. Petitioner will have up to 5 minutes to present any final summation.
(Followed by questions from Commission for petitioner.)

E. The Public Hearing will be closed.

F. Commission discussion/motion/vote.

PLEASE NOTE:

- Commission Members may initiate discussion, or ask questions of any participant, upon conclusion of participant's presentation.
- Questions of an informational nature from the petitioners or public speakers may be asked through the Chair; however, direct questions between witnesses will not be allowed.

TO REQUEST ADDITIONAL TIME TO PRESENT A PETITION

If you believe your petition may require more than 20 minutes to present, please submit your request in writing to the City Clerk estimating the amount of time you anticipate you will need accompanied by a brief explanation of your reason(s) why.

SPECIAL NEEDS FOR EXHIBITS

If you will need special equipment or additional time to set up any exhibits prior to your presentation, please include that information with the submission of your petition.

PLEASE NOTE:

- One copy of each handout distributed or any graphic exhibit(s) used during your presentation must be submitted to the City Clerk for the public record. (In the case of building models or large displays, a color photograph of the model or display is acceptable.)

DELISI
Land Use Planning & Water Policy

WAWA LABELLE
COMPREHENSIVE PLAN AMENDMENT
REQUEST STATEMENT AND COMPREHENSIVE PLAN COMPLIANCE

The Wawa LaBelle PUD is located along the north side of State Road 80 between College Street and North Main Street (see attached aerial map). The subject property is currently zoned as PUD and Downtown Business District and is surrounded by commercial uses. The subject property has historically been used for commercial retail uses but was recently torn down and the site remains currently vacant.

The proposed comprehensive plan amendment is being filed concurrently with a zoning application to change the current PUD (The LaBelle Trading Post PUD) and DBD zoning to allow for a Convenience Store with fuel pumps. The proposed future land use category will allow for the proposed development, consistent with the uses surrounding the property on the south, west and east and will allow for the redevelopment of the current vacant site to something that adds value to the area, rather than detracts from the City's core. The proposed use of the subject property will be compatible with surrounding properties and add significant additional tax base and convenience food options to downtown LaBelle.

The PUD request is specifically for a convenience store and ancillary food and beverage services. The total intensity request in the Planned Development is for 7,000 square feet of commercial area over approximately 1.5 acres.

Surrounding Uses and Compatibility

The subject property is in an area where commercial uses are both necessary and the most appropriate use. The property is surrounded on three sides by commercial development and is located along State Road 80, a major transportation thoroughfare. The attached Aerial and Land Use Map demonstrates that given the surrounding public infrastructure and uses, the property is most suited for auto-centric uses and convenience for the residents and businesses in the core of LaBelle.

Commercial uses and zoning surround the property to the south, east and west. To the north of the subject property is land in the Residential Medium Density future land use category and zoned for agriculture in unincorporated Hendry County. The properties to the north of the subject site are a mix of smaller scale office uses and residential homes.

The subject property is located along State Road 80, a major roadway corridor extending from Fort Myers to West Palm Beach and is only two blocks from the

intersection of Bridge Street (SR 29), another major north-south roadway. Given the surrounding major transportation system, the Commercial future land use category is much more appropriate for the subject property.

Justification for the Amendment

As stated above, the subject property is located along a major east-west roadway corridor that is designed to move large volumes of vehicles. While in many respects, this is the "heart of LaBelle" it is not designed as a pedestrian oriented area within the City, nor is State Road 80 a corridor that is realistically intended to become pedestrian oriented. Few uses along State Road 80 front the street and every use is principally designed to accommodate vehicular traffic, with pedestrian movement as a secondary afterthought. Typical design elements that would create a pedestrian environment, such as on-street parking and building abutting the sidewalk, are not present. For the City to create a pedestrian oriented environment, it is more realistic to focus on the side streets running perpendicular to State Road 80. These areas, if designed correctly, could provide the greatest opportunity for safe pedestrian movement.

The proposed amendment seeks to balance the City's desire for a pedestrian oriented downtown with the reality of State Road 80. The building fronts directly on Main Street with parking located to the west, north and south. Unlike typical Wawa stores, there is not going to be circulation and parking entirely around the building. On the east side of the building will be a 5-foot-wide sidewalk between the building and Main Street to accommodate safe, convenient pedestrian movement that will not need to cross vehicular lanes to access the convenience store. In this way, the convenience store will accommodate pedestrian traffic in a safer, more comfortable manner than almost every other use along State Road 80, and consistent with the commercial uses along Bridge Street.

The proposed use is primarily a café/convenience store and secondarily a gas station. Wawa only recently (within the last 25 years) started including fuel pumps with their convenience stores. The use is primarily known for its subs and other food offerings. Wawa is the only convenience store that is universally designed to accommodate EV fast chargers to install when viable. The EV charging stations fit Wawa's use, which is primarily a café, which allows EV owners to park and order food while charging. The café/quick serve restaurant use will be a benefit to the central part of LaBelle. It will provide convenience needs to the nearby residents in a central location, accommodate pedestrian movement and cater to the traveling public.

Comprehensive Plan Compliance

The proposed comprehensive plan amendment is consistent with the City of LaBelle Comprehensive Plan's Goals, Objectives and Policies. A description of how the plan amendment complies with the Comprehensive Plan is detailed below.

> *Policy 1.1.1*
> *The City will establish compatibility as one of the criteria in the review of development proposals.*

As described above, given the location of the subject property, compatibility is not a concern for surrounding properties.

> *Policy 1.1.4*
> *The City will assure that services and facilities are provided at the adopted level of service concurrent with existing and future demand.*

The attached Transportation Impact Statement demonstrates that adequate road capacity exists to meet the needs of the proposed development. In addition, water and sewer capacity is available to the subject property. Because this is commercial use, schools, parks and similar services for residential development are not required. For this reason, commercial development generally has a very positive impact on fiscal resources of the City.

> *Policy 1.1.6*
> *The City will require the availability of water and sewer and other facilities and services for which there are level of service standards.*

The City has water and sewer available to the subject property and capacity exists to serve the intended uses.

> *Objective 1.3 Land Use Categories*
> *Continue to promote LaBelle as a desirable place to live, work and play, by establishing land use categories that promote economic development while retaining the character and quality of life of the community.*

The proposed Commercial future land use category will allow for the redevelopment of a former commercial building that now remains a vacant lot in the core of the City. The redevelopment will add a convenience store and popular quick-serve restaurant to the core of the City replacing a vacant lot, with detracts from the character of LaBelle. The commercial development will have a positive tax benefit for the city and provide services that enhance the quality of life for residents. The expansion of the tax base will give the city increased revenue to grow and invest in improvements that promote LaBelle and a desirable place to live, work and play.

Policy 1.3.4 Commercial Land Use Category
The Commercial Land Use Category applies predominantly to lands located along the street frontages of State Roads 80 and 29 South. This land use category accommodates commercial, retail and office uses that are more auto oriented due to scale and typology, while respecting the pedestrian and alternative transportation modes through land development code design standards.

The Commercial Land Use Category will have a maximum Floor Area Ratio (FAR) of 1.0, to encourage a greater use of the site within an urban setting.

Development will provide access management plans that utilize frontage roads, alleyways, shared ingress and egress and parking.

The proposed amendment is to the Commercial future land use category. In accordance with this category, the property is located with direct frontage on State Road 80. The land use category also "accommodates commercial, retail and office uses that are more auto oriented due to scale and typology". Given the subject property's location, the surrounding uses and the frontage on State Road 80 the Commercial future land use category is the most appropriate for the subject property.

The proposed Planned Unit Development limits the property to 7,000 square feet of commercial floor area, well within the FAR of 1.0.

The PUD site plan demonstrates that the development will not have any access directly to State Road 80, but will utilize both North Main Street and College Street for access, consistent with this policy.

Objective 1.6 Compatibility and Neighborhood Protection
The City of LaBelle's future land use map is comprised of a range of densities, all of which can be accommodated in the appropriate areas when the following policies and standards are met. All new development and redevelopment must be compatible with existing and planned surrounding development in order to protect the City's established residential neighborhoods and ensure a high quality of life for its residents. For the purposes of this objective, compatibility is defined as the characteristics of different uses or activities or design which allow them to be located near or adjacent to each other in harmony. Some elements affecting compatibility include the following: height, scale, mass and bulk of structures, pedestrian or vehicular traffic, circulation, access and parking impacts, landscaping, lighting, noise, odor and architecture. Compatibility does not mean "the same as." Rather, it refers to the sensitivity of development proposals in maintaining the character of existing development.

As described above, the subject property is surrounded by commercial uses on the south, east and west and north. Along the southern frontage is State Road 80, a major

roadway thoroughfare that is not conducive for pedestrian oriented uses. Immediately to the north is an office use, creating a step down in intensity to the residential neighborhood to the north of the office uses. Because of the uses immediately surrounding the subject property and the former use of the property as retail, compatibility is not a concern. There are no adjacent neighborhoods that will be negatively impacted by the proposed development, rather, redevelopment of the now vacant lot will improve the character of the City.

> *Policy 2.5.3*
> *The City shall, as part of its Land Development Code, encourage interconnectivity of adjacent development in order to minimize access points to major roadways, particularly SR 80 and SR 29.*

The subject property is interconnected to the commercial and residential uses to the north, east and west via College Street and Main Street. There are no direct access points to State Road 80.

> *Objective 4.3 Potable Water Supply*
> *Provide potable water supplies for the residents of LaBelle.*

The proposed development will connect to utility lines along the State Road 80 corridor.

> *Policy 4.3.4*
> *The City will provide adequate water supply facilities for the future population and associated growth of LaBelle.*

The proposed development connect to the existing water line along State Road 80.

> *Policy 4.5.4*
> *The City will require redevelopment and new developments to have adequate stormwater drainage systems.*

The attached drainage plan shows how the property wil handle stormwater and connect to existing drains.

> *Policy 10.4.1*
> *The City will partner with local and regional agencies to promote the City regionally, nationally and internationally as a tourist destination.*

In order to thrive as a tourist destination, adequate commercial uses must be in place to serve the needs of both the existing population and visitors. The convenience store and other retail uses will be of benefit to tourists visiting the area. Further, the

redevelopment of a now vacant lot will be a benefit to the overall character of the City of LaBelle.

> *Policy 10.5.1*
> *The City will support new commercial development that contributes positively to the economic vitality of the community and provides opportunity for new business development.*

The proposed Commercial area will add to the economic vitality of the community and provide for new business opportunities in an area where commercial development is the most appropriate use. State Road 80 at this location, where the property is surrounded by commercial uses is an appropriate area to implement Policy 10.5.1.

> *Policy 10.5.2*
> *The City will provide land appropriately designated to sustain a robust commercial base.*

The proposed Commercial area implements Policy 10.5.2 by designating a location for enhancement of the City's commercial base at a location where commercial is the most appropriate use.

Conclusion

The proposed approximately 1.5-acre development is located along a major roadway corridor in Hendry County and presents an opportunity for the redevelopment of a former commercial site that now sits vacant. As the application demonstrates, the proposed development will not have an undue burden on public infrastructure and will not create incompatibilities with surrounding uses. The analysis also demonstrates that the proposed amendment is consistent with the City of LaBelle Comprehensive Plan. For these reasons, the proposed amendment should be adopted.

1. Submittal revie
   Date_____
2. Legal Department:
   Date_____ Atty_____
3. Planner Review
   Date_____ Plnr_____
4. Legal Department:
   Date_____ Atty_____

Date Received _____

File Number: PUD-200__-___

Date Adopted:

Petitioner: **ComTerra Development, C / o Mike Liggins**
Address:_____
Telephone #: _____Fax #:_____E-mail: **mliggins@comterragroup.com**

Agent for Petitioner: **Daniel DeLisi, AICP, DeLisi, Inc.**
Address: **520 27th Street, West Palm Beach, FL 33407**
Telephone #: **239-913-7159** Fax #:_____E-mail: **dan@delisi-inc.com**

Owner of Property: **NOAH Plaza, LLC**
Address: **149 W. Hickpochee Ave., LaBelle, FL 33935**
Telephone #: _____Fax #:_____ E-mail:_____

Address/Location of Subject Property **10 W. Hickpochee Ave., LaBelle, FL 33935**
_____

Folio Number of Subject Property **2 29 43 02 150 0001-001.0, 2 29 43 02 150 0001-001.1, 2 29 43 02 150 0001-003.1, 2 29 43 02 150 0004-008.0, 2 29 43 02 150 0004-001.0**

Legal Description of Property Involved **See attached survey.**
_____
_____
_____
_____

Lot Size **1.58 Acres** Existing Use of Property **Vacant**

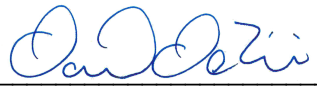
Existing Structures on Property (Include Height and Square Feet) **N / A**
_____
_____

Existing Zoning **PUD &DBD** Requested Zoning **PUD**

Existing Comprehensive Plan Designation **Proposed Commercial (Current Downtown)**

Reason for request (proposed use) **To allow for the redevelopment of the property for a convenience store with fuel pumps. Please see attached planning justification.**
_____
_____

_____
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_____ _____
Signature of Petitioner Signature of Owner

Daniel DeLisi, AICP

_____ _____
Print or type name of person signing above Print or type name of person signing above

3-27-2025

_____ _____
Date Date

_____
Signature of Equitable Owner (if applicable)

_____
Print or type name of person signing above

_____
Date

NOTE: IF THE PETITIONER WISHES TO BE REPRESENTED BY AN AGENT, THE POWER OF ATTORNEY ON THE FOLLOWING PAGE MUST BE PROPERLY EXECUTED. IF DRAWINGS PREPARED BY AN ARCHITECTURAL, ENGINEERING OR OTHER FIRM ARE SUBMITTED, THE FIRM MUST EXECUTE THE ATTACHED PERMISSION TO REPRODUCE.

AFFIDAVIT

I,_____certify that I am the owner or authorized representative of the property described herein, and that all answers to the questions in this application and any sketches, data or other supplementary matter attached to and made a part of this application, are honest and true to the best of my knowledge and belief.

KNOW ALL MEN THAT I, _____, do hereby constitute and appoint _____ my true and lawful attorney, to execute the foregoing instrument in my name, place and stead this _____ day of _____, _____.

_____ Date:_____
Signature of owner or authorized agent

_____
Print or type name of person signing above

_____
Name of owner/agent entity if a corporation, L.L.C., partnership, or trust

_____
Representative capacity of person signing Affidavit:
President of Vice President of Corporation
Managing Member of L.L.C.
General Partner
Trustee

STATE OF FLORIDA)
)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, ____, by _____ who is personally known to me or who has produced _____ as identification and who did not take an oath.

_____
Notary Public

_____
Print or type name
My Commission Expires: _____

KNOW ALL MEN THAT I, _____, _____(Title), of the firm of _____, do hereby grant the City of LaBelle permission to reproduce all or a portion of all plans, drawings, etc., submitted in connection with the foregoing petition.

_____
Signature
Title:_____
Date:_____

STATE OF FLORIDA)
)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, ____, by _____ who is personally known to me or who has produced _____ as identification and who did not take an oath.

_____
Notary Public

_____
Print or type name
My Commission Expires: _____

CONFIRMATION OF OWNERSHIP BY OWNER; AND
AUTHORIZATION FOR AGENT OR PETITIONER (WHEN A DIFFERENT ENTITY)

The undersigned to hereby swear or affirm that they are the fee simple title holders and owners of the record of property commonly known as _____
And legally described in Exhibit A attached hereto.

The property described herein is the subject of a Rezone application. We hereby designate _____as the legal representative of the property in the course of seeking approval of this application. This representative will remain the only entity to authorize development activity until such time as anew or amended authorization is delivered to the City.

_____ _____
Owner Signature Printed Name

_____
Name of owner entity if a corporation, L.L.C., partnership, trust

_____
Representative capacity of person signing: President or Vice President of Corporation, Managing Member of L.L.C., General Partner, Trustee

_____
Address of Owner

STATE OF FLORIDA)
COUNTY OF _____)

Sworn to (or affirmed) and subscribed before me this _____day of _____, 200__, by _____
(_____) capacity if applicable who is personally known to me or produced _____as identification.

_____
Notary Public
Notary Public – State of Florida
My commission expires_____

_____
Name typed, stamped or printed

INSTRUCTIONS FOR FILING A PLANNED USE DEVELOPMENT PETITION

PROCEDURE:

1. Rezone petitions may be obtained at the City Clerk's office and may be initiated by the owner of the property involved or his legally designated representative. A petition must be completed and submitted to the City Clerk, together with the required fee and supportive materials, at least 14 days prior to the next scheduled City Commission meeting.

   Petitioners are required to arrange a submittal-review conference with the City Clerk to take place at the time of submittal. Petitioners may arrange an appointment by calling 675-2872. Petitions received later than 14 days in advance of a meeting or petitions which are determined to be incomplete will be placed on the agenda of the next meeting. Therefore, early submittal and the submittal-review conference with the City Clerk will help ensure consideration of your petition by the City Commission

   City Commission meetings are held regularly on the second Thursday of each month, beginning at 7:00 p.m.

2. After reviewing the petition for completeness, the City Clerk will discuss it with other City staff relative to their specific areas of responsibility as they relate to the request.

3. Once the application is deemed complete by the City Clerk, it will be forwarded to the City Attorney to determine its legal sufficiency.

4. After the City Attorney has signed off as to legal sufficiency the application shall be forwarded to the City Planner for review.

5. The City Attorney shall review the application prior to the date of hearing by the City Commission to ensure all statutory requirements have been met.

6. The petitioner or his authorized representative shall appear at the City Commission meeting. The City Commission will consider the recommendation of the staff and the comments by the petitioner and the public. The City may vote to approve, deny, or approve the petition with conditions

7. Action on a rezone petition is taken by resolution; action on the actual Rezoning of the property is taken by ordinance.

PURPOSE: The Planned Unit Development process is intended to accommodate integrated and well designed developments in accordance with approved development plans. The district is intended to offer flexibility of design and to encourage imaginative, functional, high quality land planning development which is compatible with adjacent and nearby lands and activities. Lands proposed for development under the PUD may contain a mixture of residential, commercial, recreational and/or other uses provided the use is not in conflict with the Future Land Use.

STANDARDS: In their analysis of the rezone petition and the proposed development plan, and prior to official action recommending in favor of or approving the petition and plan, the Planning Advisory Board and City Council shall ensure that the following standards and conditions are met and shall deny the request if the following standards are not met:

1. Land uses within the development shall be appropriate in their proposed location, in their relationships to each other, and in their relationships with uses and activities on adjacent and nearby properties.

2. The development shall comply with applicable city plans and planning policies, and shall have a beneficial effect both upon the area of the city in which it is proposed to be established and upon the city as a whole.

3. The total land area within the development and the area devoted to each functional portion of the development shall be adequate to serve its intended purpose.

4. Streets; utilities; drainage facilities; recreation areas; building heights, sizes and yards; and vehicular parking and loading facilities shall be appropriate for the particular use or uses involved, and shall equal or exceed the level of design and construction quality required of similar land development elsewhere in the city.

5. Visual character and community amenities shall be equal or better in quality than that required by standard zoning districts for similar development.

6. Open space shall be adequate for the type of development and the population densities proposed.

7. Areas proposed for common ownership shall be subject to a reliable and continuing maintenance guarantee.

8. In the case of developments which are to be constructed in several units, the proposed units shall be shown on the overall development plan. The proposed construction units shall individually comply with the standards set forth in this section in order that, if for any reason construction ceases prior to completion of the entire planned development, the resulting partially complete project will adequately serve its purchasers and occupants and will not cause a general public problem.

PURPOSE OF GENERAL DEVELOPMENT AND SITE PLAN REVIEW: The purpose of the general development and site plan review is:

1. To encourage logic, imagination, innovation, and variety in the design process.

2. To make certain that the proposed development is compatible with its surrounding area.

3. To ensure appropriate planning and to require the necessary improvements with respect to:

a. Vehicular entry and exit drives

b. On-site vehicular circulation

c. Access ways for emergency and service vehicles

d. The impact of traffic generated by the project on traffic patterns and volumes on adjoining and nearby streets and the adequacy of such streets to accommodate such traffic

e. The adequacy of public utilities

f. The adequacy of buffers between the project and adjoining dissimilar uses

g. Off-site improvements necessitated by the traffic or other aspects of the proposed project

REQUIRED SUPPORTIVE MATERIALS:

1. A check in the amount of the PUD application fee made payable to the City of LaBelle (see fee schedule).

2. A recitation of all covenants, both existing and proposed to run with the land.

3. A statement of proposed development criteria and standards.

4. A list and mailing labels of property owners within 500 feet, measured from the closest property boundary of the subject property.

SPECIFIC REQUIREMENTS

1. The name of the proposed development.

2. The name and address of the owner of the property with proof of ownership.

3. The name, address, and seal of the individual or firm which prepared the relevant plans.

4. The total tract boundary drawn in accordance with the minimum technical standards as required by the Florida Board of Land Surveyors with distances marked to at least the nearest foot that includes the following information:

   a. Graphic scale.
   b. North point or arrow.
   c. Location of the front, side, and rear yards as required by the applicable zoning district.
   d. All zoning district boundaries which divide, or abut, the property.
   e. Location, ground floor elevations, and areas of all existing and proposed structures
   f. Construction limit line, showing all areas to remain undisturbed.
   g. Location of proposed buffer yards and usable open space.
   h. Location and dimensions of all easements.
   i. All existing and proposed points of motor vehicle access to the property.
   j. All existing and proposed parking areas and loading spaces, including stalls, aisles, and driveways.
   k. Location of bulk trash containers and dumpsters, screened as required.
   l. All watercourses, wetlands, bogs, swamps, marshes, floodways and flood plain boundaries and environmentally sensitive zones, including source of data.
   m. Existing and proposed fire hydrants, water, sewer, electric, and other utility lines and

easements.

n. Location of public and private existing and proposed water mains and waste water facilities, including pump stations, storage tanks and related facilities.
o. Location of any areas to be commonly owned and/or used and the method by which they will be owned managed and maintained.
p. Areas, if any, proposed to be converted, dedicated, or reserved for public use.
q. Location and width of all existing and proposed sidewalks.
r. Location of all rights-of-way dividing or abutting the property.

5. Grading / Water Management Plan that includes:

a. Existing topography with sufficient information to determine existing drainage patterns. Spot elevations shall be provided at a minimum of twelve per acre.
b. Topographic contours to be depicted by solid lines wherever grade changes are proposed. Sufficient information shall be provided to determine drainage patterns and the impact the proposed project will have on all adjacent properties.
c. Location, size, and materials of all existing and proposed retaining walls.
d. Provisions for storm drainage, including catch basins, retention ponds, detention ponds, drywells, energy dissipaters, manholes, culverts, and similar facilities with storm water management calculations therefore.
e. A statement of all surfacing and curbing material to be used in parking and loading areas.

6. Vicinity map showing all lots, streets, and driveways within 500 feet from the exterior boundary of the lot.

7. Detailed architect's elevations for all facades at a scale of not less than 1/8" = 1'- 0" and renderings of the principal facades. A general sketch showing the proposed building in relationship to adjacent buildings shall also be provided.

8. A narrative that includes the following information:

a. Proposed use of the property.
b. Total size of each lot to the nearest square foot.
c. Provisions for potable water distribution and sewerage disposal, including location and size of existing and proposed mains and laterals, pump stations and related sewerage treatment facilities.
d. Names of all existing and proposed public and/or private streets.

9. Landscape plan showing location, species type, size, and quantity.

10. A block on the site plan with the following written information, as applicable.

a. Zoning district(s) in which the property lies.
b. Total size of the property to at least the nearest square foot.
c. Gross floor area of each building.
d. Proposed percentage of building lot coverage.
e. Height of all buildings and other structures in feet and stories.
f. Number of parking spaces required and provided for each use and method of calculation.
g. Number of handicapped parking spaces required and provided
h. Proposed overall density for each lot (number of dwelling units per acre)
i. Minimum usable open space required, and provided, in square feet.

11. One colored site plan for meeting presentation purposes.

12. 10 (ten) SETS* of the following:

    a. Completed petition form (*Original and 9 copies*);
    b. Proof of ownership (10 copies of deed, property tax receipt, etc.).
    c. A site plan. Ten (10) copies of a site plan must be submitted with thirty-five (10) copies of the petition and any other necessary supportive materials (i.e 10 complete sets). This plan must be at a suitable scale and be no smaller in size than 8-1/2" x 11" and no larger in size than 34" x 36". Plans larger than 8-1/2" x 11", MUST BE FOLDED. The architectural, engineering or other firm preparing the plans MUST SIGN permission to reproduce on Page 3 of the application and have his or her signature notarized. The site plan must show all data pertinent to the proposed rezone, including at least the following:

        (1) Date of drawing
        (2) Scale
        (3) North arrow
        (4) Name of person or firm who drew the plan
        (5) Location of existing parcels of land within 500 feet of the property proposed to be rezoned and other information which may be pertinent
        (6) All properties immediately adjacent to and across an alley or street: show location of building footprints, access points, other significant features
        (7) Exiting zoning districts and land uses within 500 feet of the property that is the subject of this petition
        (8) Graphic illustration of area/property to be rezoned

13. One legible reduced plan (either 8½" x 11" or 11" x 17").

14. All 8½ x 11" papers must be three-hole punched to accommodate packets for City Council. All plans or supplemental material that is larger than 8½ x 11" must be placed in plastic sleeves that are three-hole punched or presented in a way that is suitable for inclusion in a three-ring binder.

15. A residential impact statement petition may also be required.

*For example, one petition, one site plan, one landscape plan, and one each of other supportive materials should be put together to comprise a set. Do not submit, for example, one stack of 9 site plans, one stack of 9 landscape plans, and one stack of 9 petitions separate from each other supportive material, as this is not a set.

PLEASE NOTE: If the petition is continued *for any reason*, additional folded plans *may* be required OR, if any changes are made, an additional 10 folded plans will absolutely be required. The City of LaBelle reserves the right to refuse to accept a petition if incomplete on the filing deadline date. The complete petition may be submitted for the following month's PAB meeting.

It is recommended that the typical architectural elevations be in color.

WAWA LABELLE PUD
PROJECT PLANNING JUSTIFICATION STATEMENT

Introduction

The Wawa LaBelle PUD is located along State Road 80 between the intersections with College Road and Main Street (see attached aerial map). The subject property is currently zoned PUD for general retail use and formerly developed as strip commercial, though it is now a vacant lot. The property is currently located in the Downtown District on the future land use map but is being proposed for change to the Commercial future land use, consistent with the properties to the south of State Road 80.

The subject property is/near the historic center of the City of LaBelle. Prior zoning has produced development with little success. The current vacant lot at this location represents a significant underutilization of land in a key area of the City. In addition, the vacant lot at this location breaks up the urban fabric of the city and projects an image of decay, rather than the vibrancy the City hopes to convey. Therefore, new development at this location has significant value to the City as well as the surrounding properties.

The proposed rezoning requests approval of a commercial development with a maximum of 7,000 square feet of commercial floor area and fuel pumps on approximately 1.5 acres. This commercial development is consistent with the land uses to the south, east and west. The project will include a convenience store, known for its food selection, and uses ancillary to the store.

Surrounding Uses and Compatibility

The subject property is in the historic center of the City of LaBelle. Attached is a City of LaBelle zoning map which identifies the subject property. Specifically, the property is surrounded by the following zoning and land uses:

	Zoning	**Land Use**
North	DBD (Downtown Business District/Commercial)	Commercial/Office
South	B-2 (Commercial)	Commercial/McDonald's
West	DBD (Downtown Business District/Commercial)	Commercial/Retail
East	DBD (Downtown Business District/Commercial)	Commercial/Grocery Store and restaurant

Commercial uses and zoning surround the property on all sides. To the north of the subject property is an office use in the Downtown Business District. To the south, across from State

Road 80 is a McDonalds in the B-2 commercial zoning district. To both the west and east are retail uses, strip commercial and a restaurant/grocery store.

The subject property is located along State Road 80, a major roadway corridor extending from Fort Myers to West Palm Beach, and a very high-volume roadway corridor. A commercial use to both caters to the traveling public and provide a local convenience food option is an ideal use for the subject property and compatible with surrounding properties.

Standards of Review

The proposed Planned Unit Development meets the Standards of Review as follows.

1. Land uses within the development shall be appropriate in their proposed location, in their relationships to each other, and in their relationships with uses and activities on adjacent and nearby properties.

The proposed PUD is located on a property that is surrounded on all sides by commercial uses and along the north side of State Road 80, a major roadway corridor in Hendry County and the City of LaBelle. As stated above, a commercial use to both caters to the traveling public and provides a local convenience food option is an ideal use for the subject property and compatible with surrounding properties. The proposed change is the consistent land use with surrounding uses and a very big improvement over the current vacant lot, an underutilization of the subject property in the heart of LaBelle.

2. The development shall comply with applicable city plans and planning policies, and shall have a beneficial effect both upon the area of the city in which it is proposed to be established and upon the city as a whole.

The proposed comprehensive plan amendment is consistent with the City of LaBelle Comprehensive Plan's Goals, Objectives and Policies. A description of how the plan amendment complies with the Comprehensive Plan is detailed below.

> *Policy 1.1.1*
> *The City will establish compatibility as one of the criteria in the review of development proposals.*

As described above, given the location of the subject property, compatibility is not a concern for surrounding properties.

> *Policy 1.1.4*
> *The City will assure that services and facilities are provided at the adopted level of service concurrent with existing and future demand.*

The attached Transportation Impact Statement demonstrates that adequate road capacity exists to meet the needs of the proposed development. In addition, water and sewer capacity is available to the subject property. Because this is commercial use, schools, parks and similar services for residential development are not required. For this reason, commercial development generally has a very positive impact on fiscal resources of the City.

> *Policy 1.1.6*
> *The City will require the availability of water and sewer and other facilities and services for which there are level of service standards.*

The City has water and sewer available to the subject property and capacity exists to serve the intended uses.

> *Objective 1.3 Land Use Categories*
> *Continue to promote LaBelle as a desirable place to live, work and play, by establishing land use categories that promote economic development while retaining the character and quality of life of the community.*

The proposed Commercial future land use category will allow for the redevelopment of a former commercial building that now remains a vacant lot in the core of the City. The redevelopment will add a convenience store and popular quick-serve restaurant to the core of the City replacing a vacant lot, with detracts from the character of LaBelle. The commercial development will have a positive tax benefit for the city and provide services that enhance the quality of life for residents. The expansion of the tax base will give the city increased revenue to grow and invest in improvements that promote LaBelle and a desirable place to live, work and play.

> *Policy 1.3.4 Commercial Land Use Category*
> *The Commercial Land Use Category applies predominantly to lands located along the street frontages of State Roads 80 and 29 South. This land use category accommodates commercial, retail and office uses that are more auto oriented due to scale and typology, while respecting the pedestrian and alternative transportation modes through land development code design standards.*
>
> *The Commercial Land Use Category will have a maximum Floor Area Ratio (FAR) of 1.0, to encourage a greater use of the site within an urban setting.*
>
> *Development will provide access management plans that utilize frontage roads, alleyways, shared ingress and egress and parking.*

The proposed amendment is to the Commercial future land use category. In accordance with this category, the property is located with direct frontage on State Road 80. The land use category also "accommodates commercial, retail and office uses that are more

auto oriented due to scale and typology". Given the subject property's location, the surrounding uses and the frontage on State Road 80 the Commercial future land use category is the most appropriate for the subject property.

The proposed Planned Unit Development limits the property to 7,000 square feet of commercial floor area, well within the FAR of 1.0.

The PUD site plan demonstrates that the development will not have any access directly to State Road 80, but will utilize both North Main Street and College Street for access, consistent with this policy.

> *Objective 1.6 Compatibility and Neighborhood Protection*
> *The City of LaBelle's future land use map is comprised of a range of densities, all of which can be accommodated in the appropriate areas when the following policies and standards are met. All new development and redevelopment must be compatible with existing and planned surrounding development in order to protect the City's established residential neighborhoods and ensure a high quality of life for its residents. For the purposes of this objective, compatibility is defined as the characteristics of different uses or activities or design which allow them to be located near or adjacent to each other in harmony. Some elements affecting compatibility include the following: height, scale, mass and bulk of structures, pedestrian or vehicular traffic, circulation, access and parking impacts, landscaping, lighting, noise, odor and architecture. Compatibility does not mean "the same as." Rather, it refers to the sensitivity of development proposals in maintaining the character of existing development.*

As described above, the subject property is surrounded by commercial uses on the south, east and west and north. Along the southern frontage is State Road 80, a major roadway thoroughfare that is not conducive for pedestrian oriented uses. Immediately to the north is an office use, creating a step down in intensity to the residential neighborhood to the north of the office uses. Because of the uses immediately surrounding the subject property and the former use of the property as retail, compatibility is not a concern. There are no adjacent neighborhoods that will be negatively impacted by the proposed development, rather, redevelopment of the now vacant lot will improve the character of the City.

> *Policy 2.5.3*
> *The City shall, as part of its Land Development Code, encourage interconnectivity of adjacent development in order to minimize access points to major roadways, particularly SR 80 and SR 29.*

The subject property is interconnected to the commercial and residential uses to the north, east and west via College Street and Main Street. There are no direct access points to State Road 80.

Objective 4.3 Potable Water Supply
Provide potable water supplies for the residents of LaBelle.

The proposed development will connect to utility lines along the State Road 80 corridor.

Policy 4.3.4
The City will provide adequate water supply facilities for the future population and associated growth of LaBelle.

The proposed development will connect to the existing water line along State Road 80.

Policy 4.5.4
The City will require redevelopment and new developments to have adequate stormwater drainage systems.

The attached drainage plan shows how the property wil handle stormwater and connect to existing drains.

Policy 10.4.1
The City will partner with local and regional agencies to promote the City regionally, nationally and internationally as a tourist destination.

In order to thrive as a tourist destination, adequate commercial uses must be in place to serve the needs of both the existing population and visitors. The convenience store and fresh food uses will be of benefit to tourists visiting the area. Further, the redevelopment of a now vacant lot will be a benefit to the overall character of the City of LaBelle.

Policy 10.5.1
The City will support new commercial development that contributes positively to the economic vitality of the community and provides opportunity for new business development.

The proposed Commercial area will add to the economic vitality of the community and provide for new business opportunities in an area where commercial development is the most appropriate use. State Road 80 at this location, where the property is surrounded by commercial uses, is an appropriate area to implement Policy 10.5.1.

Policy 10.5.2
The City will provide land appropriately designated to sustain a robust commercial base.

The proposed Commercial area implements Policy 10.5.2 by designating a location for enhancement of the City's commercial base at a location where commercial is the most appropriate use.

3. The total land area within the development and the area devoted to each functional portion of the development shall be adequate to serve its intended purpose.

The proposed site is of sufficient size for the convenience store use with adequate open space and stormwater facilities. There is sufficient area to incorporate the required buffers, setbacks, and meet the City's standards for development.

4. Streets; utilities; drainage facilities; recreation areas; building heights, sizes and yards; and vehicular parking and loading facilities shall be appropriate for the particular use or uses involved, and shall equal or exceed the level of design and construction quality required of similar land development elsewhere in the city.

The subject property is located in the heart of the City of LaBelle. Drainage facilities and utility lines are already in place to serve development. The attached surface water plan shows how water will flow across the site and the location of the inlets. The letter of service availability shows the location of utility lines. The master concept plan shows the layout of the site, parking, setbacks and circulation, all of which will need to meet all code requirements at the time of final site plan approval.

5. Visual character and community amenities shall be equal or better in quality than that required by standard zoning districts for similar development.

The proposed development will be a significant improvement over the prior use and will add a quality development to the City. Attached are architectural elevations that demonstrate the developer's commitment to meeting the City's architectural design guidelines.

6. Open space shall be adequate for the type of development and the population densities proposed.

The proposed development is for commercial use and therefore does not include population or density. Open space will be provided consistent with LDC Section 4-88.

7. Areas proposed for common ownership shall be subject to a reliable and continuing maintenance guarantee.

The proposed development is for a single use. The property will be maintained by the property owner.

8. In the case of developments which are to be constructed in several units, the proposed units shall be shown on the overall development plan. The proposed construction units shall individually comply with the standards set forth in this section in order that, if for any reason construction ceases prior to completion of the entire planned development, the resulting partially complete project will adequately serve its purchasers and occupants and will not cause a general public problem.

The proposed development is for a single use as shown on the master concept plan.

Special Exception Criteria

The proposed use would require Special Exception approval in accordance with LDC Section 4-87.3.1 if they were within a conventionally zoned area and not being zoned as a PUD. Because the proposed use is being zoned through the PUD process, a Special Exception is not required. However, the proposed development still meets the special exception approval criteria in LDC Section 4-87.3.2, which are very similar to the PUD approval criteria.

A. Consistency with the intent of the State Road 80 Overlay District in protecting and enhancing viewsheds from SR 80 and other public roadways.

As stated above, any proposed development will need to adhere to the enhanced landscaping and signage requirements of the State Road 80 Overlay. This alone will protect and enhance viewsheds. In addition, the proposed zoning includes architectural drawing demonstrating a high level of design for the proposed development and the proposed convenience store.

B. The request addresses the balance between auto-oriented design and multi-modal access, particularly pedestrian access, through enhanced design standards.

Although the proposed use is auto oriented, consistent with almost every other use along State Road 80, the site plan will accommodate pedestrian access through and along its perimeter directly into the convenience store. The building will be facing Main Street with a sidewalk that will connect directly to the convenience store entrances from the sidewalk along Main Street, without crossing any parking or vehicular circulation areas. The internal sidewalk system links directly to the sidewalk along College Street as well, providing safe pedestrian accommodation.

C. The site design standards incorporate innovative techniques to address the project's visual impact on the SR 80 corridor and demonstrate enhancements to the minimum standards.

The proposed architecture demonstrates an enhancement to the minimum standards through both articulation in the building façade and the use of varying materials along the building's siding.

D. The request demonstrates compliance with the locational criteria set forth in the Comprehensive Plan, relating the siting of intensive uses in areas with direct access to arterials roadways, connection to public utilities and infrastructure, and mitigation of impacts to residential neighborhoods.

The proposed use is along State Road 80, with direct access through the two perpendicular roads, College Street and Main Street, along the east and west of the property. The property is surrounded to the north by other commercial uses, creating a natural transition to residential areas to the north of the commercial. The utility infrastructure already exists along the corridor.

E. Conditions exist which warrant the proposed use, including but not limited to demonstrated market demand and minimum spatial separation of 500 feet from a similar use.

The proposed use is very unique in nature. Wawa is primarily known as a sandwich shop and convenience store with fuel pumps that are ancillary to its primary business. While there are other convenience stores and gas stations, none are located within 500 feet and there is no other Wawa in Hendry County.

F. The request will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

As stated above, the subject property is surrounded by State Road 80 and commercial uses. The residential neighborhood to the north is separated by other commercial uses. The property is in a commercial area and will not in any way be detrimental to the neighborhood.

G. The request will be compatible with existing or planned uses.

As stated above, the proposed development will be compatible with surrounding uses based on the commercial character of the area.

H. The request will not cause damage, hazard, nuisance or other detriment to persons or property.

Given the property's location and surrounding uses, development of the proposed convenience store will not cause damage, hazard, nuisance or other detriment to persons or property.

I. The request will protect, conserve or preserve environmentally critical areas and natural resources.

The subject site is a redevelopment of a former commercial use and is entirely cleared of any vegetation. There are no environmentally sensitive or critical areas on the subject property.

J. The request is consistent with the goals, objectives, policies and intent of the LaBelle Comprehensive Plan.

As demonstrated above, the request is consistent with the Goals, objectives and policies of the LaBelle Comprehensive Plan.

K. The request is in compliance with all general zoning provisions, supplemental regulations and performance standards pertaining to the use set forth in this chapter.

As demonstrated above, the request is in compliance with the Land Development Code.

Summary

As detailed above, the attached application demonstrates that the proposed request complies with the LaBelle Comprehensive Plan, is compatible with existing uses in the surrounding areas, and is located where adequate infrastructure exists to accommodate this development. Based on compliance with these and other regulations, we respectfully contend that the proposed re-zoning application is appropriate at the subject location. For these reasons, the requested zoning should be approved.

CONFIRMATION OF OWNERSHIP BY OWNER; AND AUTHORIZATION FOR AGENT OR PETITIONER (WHEN A DIFFERENT ENTITY)

The undersigned to hereby swear or affirm that they are the fee simple title holders and owners of the record of property commonly known as _____
And legally described in Exhibit A attached hereto.

The property described herein is the subject of a Rezone application. We hereby designate Daniel DeLisi, AICP as the legal representative of the property in the course of seeking approval of this application. This representative will remain the only entity to authorize development activity until such time as anew or amended authorization is delivered to the City.

Owner Signature _____ Ayman Kaki
Printed Name

Noah Plaza, LLC
Name of owner entity if a corporation, L.L.C., partnership, trust

Manager
Representative capacity of person signing: President or Vice President of Corporation, Managing Member of L.L.C., General Partner, Trustee

149 W Hickpochee Ave La Belle FL 33935
Address of Owner

STATE OF FLORIDA)
COUNTY OF HENDRY)

Sworn to (or affirmed) and subscribed before me this 19th day of March, 2025, by Ayman Kaki (Manager) capacity if applicable who is personally known to me or produced _____ as identification.

MAYOLI E. ALBOR
MY COMMISSION # HH 527671
EXPIRES: June 15, 2028

_____
Notary Public
Notary Public – State of Florida
My commission expires_____

_____
Name typed, stamped or printed

Inst: 202326014360 Date: 11/21/2023 Time: 12:12PM
Page 1 of 4 B: 1064 P: 1799, Kimberley Barrineau, Clerk of Court
Hendry, County, By: DH
Deputy ClerkDoc Stamp-Deed: 14700.00

Prepared by & return to:
Julie V. Fanelli
Fanelli Law Firm, PA
180 Fountain Pkwy N., Ste. 100
St. Petersburg, FL 33716
Parcel ID #: 2024329-15000010010; 2024329-15000010011;
2024329-15000010031; 2024329-15000040010; 2024329-15000040080
Consideration: $2,100,000.00

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED, made this 20 day of November, 2023, by **Aileron Labelle, LLC,** a Florida limited liability company ("Grantor"), whose address is 3401 W. Cypress St., Ste. 201, Tampa, FL 33607 to **NOAH Plaza, LLC**, a Florida limited liability company ("Grantee"), whose address is 149 W. Hickpochee Avenue, Labelle, FL 33935.

(Wherever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

WITNESSETH: That the Grantor, for and in consideration of the sum of Ten Dollars ($10.00) and other valuable considerations, receipt whereof are hereby acknowledged, by these presents does grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantee, all that certain land situate in Hendry County Florida, (the "Property") as more particularly described on Exhibit A attached hereto.

TOGETHER WITH all the easements, tenements, hereditaments, and appurtenances thereunto belonging or in anywise appertaining.

SUBJECT TO real estate taxes for 2024 and all subsequent years, and those exceptions and encumbrances set forth on Exhibit "B" attached hereto and incorporated herein by this reference (said exceptions and encumbrances being referred to herein as the "Permitted Exceptions").

TO HAVE AND TO HOLD, the above described premises, with the appurtenances, unto the said Grantee, its successors and assigns, in fee simple forever.

AND GRANTOR HEREBY COVENANTS with Grantee that Grantor is lawfully seized of the Property in fee simple, and that Grantor hereby specially warrants the title to said land subject to the matters referred to above and will defend the same against the lawful claims and demands of all persons claiming by, through, or under Grantor, but not otherwise.

[SIGNATURES ON FOLLOWING PAGE]

Inst: 202326014360 Date: 11/21/2023 Time: 12:12PM
Page 2 of 4 B: 1064 P: 1800, Kimberley Barrineau, Clerk of Court
Hendry, County, By: DH
Deputy ClerkDoc Stamp-Deed: 14700.00

IN WITNESS WHEREOF, Grantor has executed this Special Warranty Deed as of the day and year first written above.

Signed, sealed and delivered
in the presence of:

Aileron Labelle LLC, a Florida limited liability company

Witness Printed Name: Julie V. Fanelli

By _____
Chris Salemi, Authorized Representative

Witness Printed Name: Raynee L. Reasor

STATE OF FLORIDA
COUNTY OF Pinellas

The foregoing instrument was acknowledged before me by means of X physical presence or ☐ online notarization, this _____ day of November, 2023 by Chris Salemi, as Authorized Representative of Aileron Labelle LLC, a Florida limited liability company, on behalf of the company, who is personally known to me or has produced _____ as identification.

Notary Public

Raynee L. Reasor
Name typed, printed or stamped
My Commission Expires: 12/21/2026

[Notary Seal]

Notary Public State of Florida
Raynee L Reasor
My Commission HH 343833
Expires 12/21/2026

Inst: 202326014360 Date: 11/21/2023 Time: 12:12PM
Page 3 of 4 B: 1064 P: 1801, Kimberley Barrineau, Clerk of Court
Hendry, County, By: DH
Deputy ClerkDoc Stamp-Deed: 14700.00

EXHIBIT A

LEGAL DESCRIPTION

Lots 1, 2, 27 and 28, Block 4, COURTHOUSE SUBDIVISION, according to the plat thereof as recorded in Plat Book 2, page 42, of the Public Records of Hendry County, Florida.

AND

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21 and 22, Block 1, COURTHOUSE SUBDIVISION, according to the plat thereof as recorded in Plat Book 2, page 42, of the Public Records of Hendry County, Florida.

AND

That certain alley lying in Block 1, COURTHOUSE SUBDIVISION, according to the plat thereof as recorded in Plat Book 2, page 42, of the Public Records of Hendry County, Florida, described as follows: Beginning at the Northwest corner of Lot 8; thence to the Southwest corner of Lot 9; thence to the Southeast corner of Lot 22; thence to the Northeast corner of Lot 1; and thence to the Point of Beginning.

AND

An alley in Block 1 of COURTHOUSE SUBDIVISION, according to the plat thereof as recorded in Plat Book 2, page 42, of the Public Records of Hendry County, Florida, beginning at the Northwest corner of Lot 16; thence to the Southwest corner of Lot 22; thence to the Southeast corner of Lot 9; thence to the Northeast corner of Lot 15; thence to the Northwest corner of Lot 16 to the Point of Beginning.

LESS AND EXCEPT THE FOLLOWING as taken by the State of Florida, Department of Transportation by Order of Taking recorded in Official Records Book 504, Page 265, of the Public Records of Hendry County, Florida, and being more particularly described as follows:

Begin at the Southwest corner of said Lot 8; thence N 00°51'15" W, 66.39 feet along the West line of said Lot 8; thence S 47°45'39" E, 26.98 feet to the beginning of a curve to the right; thence along said curve having a radius of 4636.66 feet, a central angle of 02°02'42", an arc length of 165.50 feet, the chord for which bears N 85°47'11" E to the end of said curve; thence N 33°57'12" E, 43.79 feet to the East line of said Lot 1; thence S 00°51'45" E, 92.56 feet along said East line to the Southeast corner of said Lot 1; thence S 88°51'31" W, 209.91 feet along the South line of said Lots 1, 2, 3, 4, 5, 6, 7 and 8 to the Point of Beginning.

Inst: 202326014360 Date: 11/21/2023 Time: 12:12PM
Page 4 of 4 B: 1064 P: 1802, Kimberley Barrineau, Clerk of Court
Hendry, County, By: DH
Deputy ClerkDoc Stamp-Deed: 14700.00

EXHIBIT B

PERMITTED EXCEPTIONS

1. Five foot Building Line Easements along the east boundaries of Blocks 1 and 4, as set forth on the Plat of COURTHOUSE SUBDIVISION LA BELLE FLORIDA, recorded in Plat Book 2, Page 42.

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING

DESCRIPTION OF PARCEL IN
SECTION 2, TOWNSHIP 29, RANGE 43 EAST
LABELLE, HENDRY COUNTY, FLORIDA

A tract or parcel of land situated in the State of Florida, County of Hendry, lying within Section 2, Township 29 South, Range 43 East, and further bounded and described as follows:

Commencing at the southwest corner of Block 1, Lot 8 of the Court-House Subdivision, recorded in Plat Book 2, Page 42, of the public records of Hendry County, Florida; thence, N00°26'02"W, along the west line of said Lot 8, for 66.39 feet, to the Point of Beginning of the herein described parcel, on the east right-of-way line of College Street (50' wide right-of-way); thence, continuing N00°26'02"W, along the west line of Block 1, Lots 8 through 15 of the Court-House Subdivision and the east right-of-way line of College Street, for 232.22 feet, to the south right-of-way line of Yeomens Avenue (50' wide right-of-way); thence, N00°25'53"W, crossing said Yeomens Avenue, for 50.00 feet, to the intersection of the north right-of-way line of said Yeomens Avenue with the east right-of-way line of College Street and the southwest corner of Block 4, Lot 28 of said Court-House Subdivision; thence, continuing N00°25'53"W, along the west line of Block 4, Lots 28 and 27 of the Court-House Subdivision and the east right-of-way line of College Street, for 50.00 feet, to the northwest corner of said Lot 27; thence, N89°16'53'E, along the north line of Block 4, Lots 27 and 2 of the Court-House Subdivision and crossing a 10-foot wide alley between said Lots 27 and 2, for 209.87 feet, to the northeast corner of said Bock 4, Lot 2 and the west right-of-way line of Main Street (50' wide right-of-way); thence, S00°26'23"E, along the east line of Block 4, Lots 2 and 1 of the Court-House Subdivision and the west right-of-way line of Main Street, for 50.00 feet, to the said north right-of-way line of Yeomans Avenue; thence, continuing S00°26'23"E, crossing said Yeomans Avenue, for 50.00 feet, to the intersection of the south right-of-way of Yeomans Avenue with the west right-of-way line of Main Street and the northeasterly corner of Block 1, Lot 16 of the Court-House Subdivision; thence, continuing S00°26'23"E, along the east line of Block 1, Lots 16 through 1 and the west right-of-way line of Main Street, for 206.04 feet; thence, S34°22'34"W, along the west right-of-way line of Main Street, for 43.79 feet, to the north right-of-way line of Hickpochee Avenue (variable width right-of-way); thence, along a non-tangent curve to the right with a radius of 4,636.66 feet, a central angle of 2°02'43", and a long chord of S86°12'33"W 165.50 feet, for an arc length of 165.51 feet, to the said east right-of-way line of College Street; thence N47°20'17"W, along the said west line of College Street, for 26.96 feet, to the Point of Beginning.

Parcel (including parts currently encumbered by Yeomens Avenue and the alley between Block 4, Lots 27/28 and 1/2) contains 72,113 sq. ft. (1.66 acres), more or less.

Bearings are based on the west right-of-way line of Main Street as bearing S00°26'23"E.

This item has been digitally signed and sealed by Joshua W. Bragg, Professional Surveyor and Mapper #7243, State of Florida, on the date indicated here.

Digitally signed by This item has been digitally signed and sealed by Joshua W. Bragg, Professional Surveyor and Mapper #7243, State of Florida, on the date indicated here.
Date: 2025.07.16 15:04:59 -04'00'

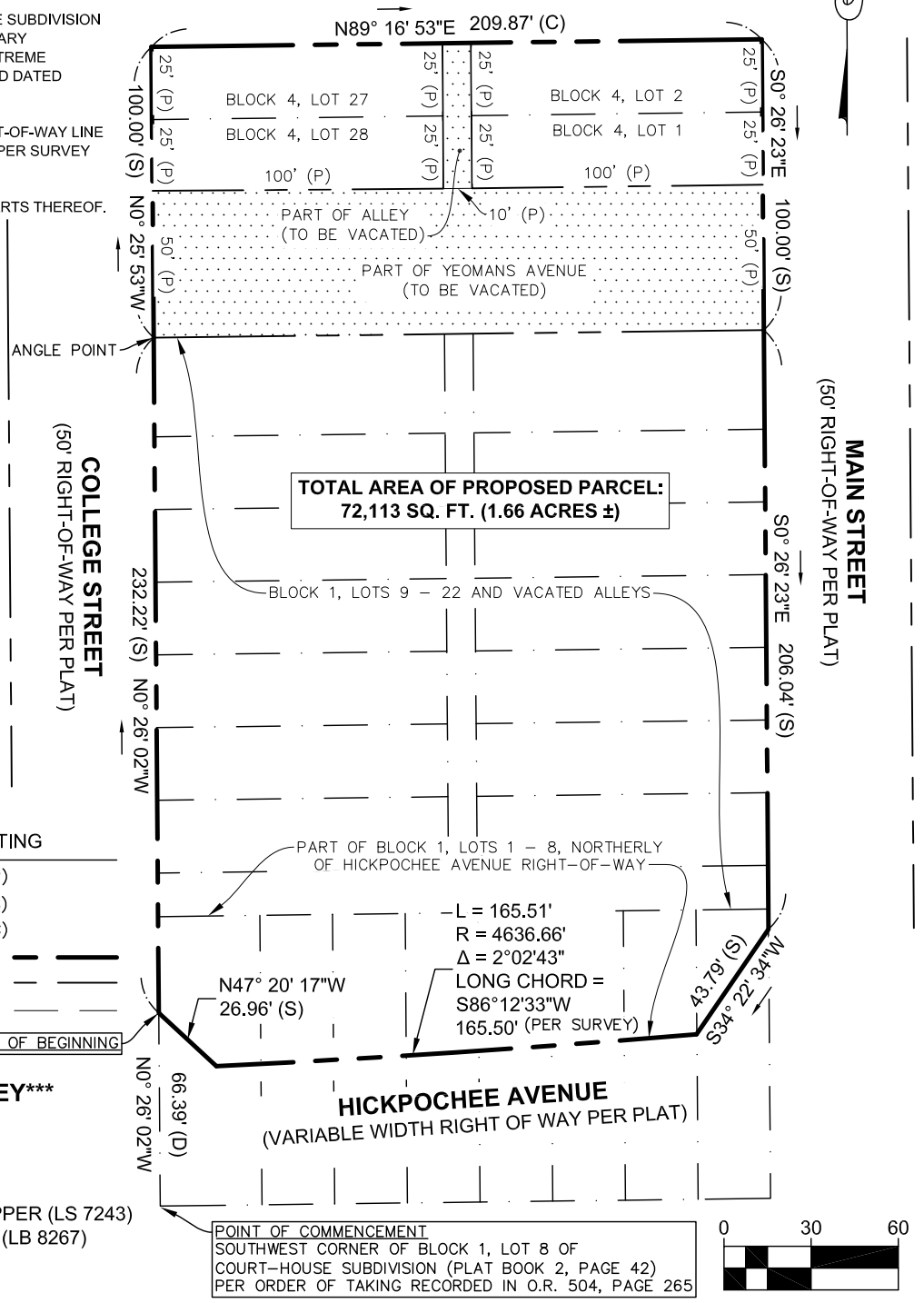
Joshua W. Bragg
Professional Surveyor and Mapper (LS 7243)
For the Firm of Haley Ward, Inc. (LB 8267)

JOSHUA W. BRAGG
LICENSE NUMBER
LS7243
STATE OF
FLORIDA
Professional Surveyor and Mapper

SKETCH TO ACCOMPANY DESCRIPTION OF PORTIONS OF BLOCK 1 AND BLOCK 4, AS WELL AS, VACATED AND TO-BE-VACATED PARTS OF YEOMANS AVENUE AND ALLEYS OF COURT-HOUSE SUBDIVISION (PLAT BOOK 2, PAGE 42) LYING IN SECTION 2, TOWNSHIP 29, RANGE 43 EAST LABELLE, HENDRY COUNTY, FLORIDA

NOTES:

1. SKETCH BASED ON PLAT OF COURT-HOUSE SUBDIVISION (PLAT BOOK 2, PAGE 42) AND "ALTA/BOUNDARY TOPOGRAPHIC SURVEY" PREPARED BY EXTREME SURVEYING OF FLORIDA, INC. (LB 7425), AND DATED APRIL 11, 2022.
2. BEARINGS ARE BASED ON THE WEST RIGHT-OF-WAY LINE OF MAIN STREET AS BEARING S00°26'23"E, PER SURVEY NOTED ABOVE.
3. DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.



LEGEND:

DESCRIPTION	EXISTING
PER PLAT REFERENCED HEREON	(P)
PER SURVEY REFERENCED HEREON	(S)
CALCULATED	(C)
PROPERTY LINE	
DEED LINE / PLAT LOT LINE	
TIE / REFERENCE LINE	

THIS IS NOT A SURVEY

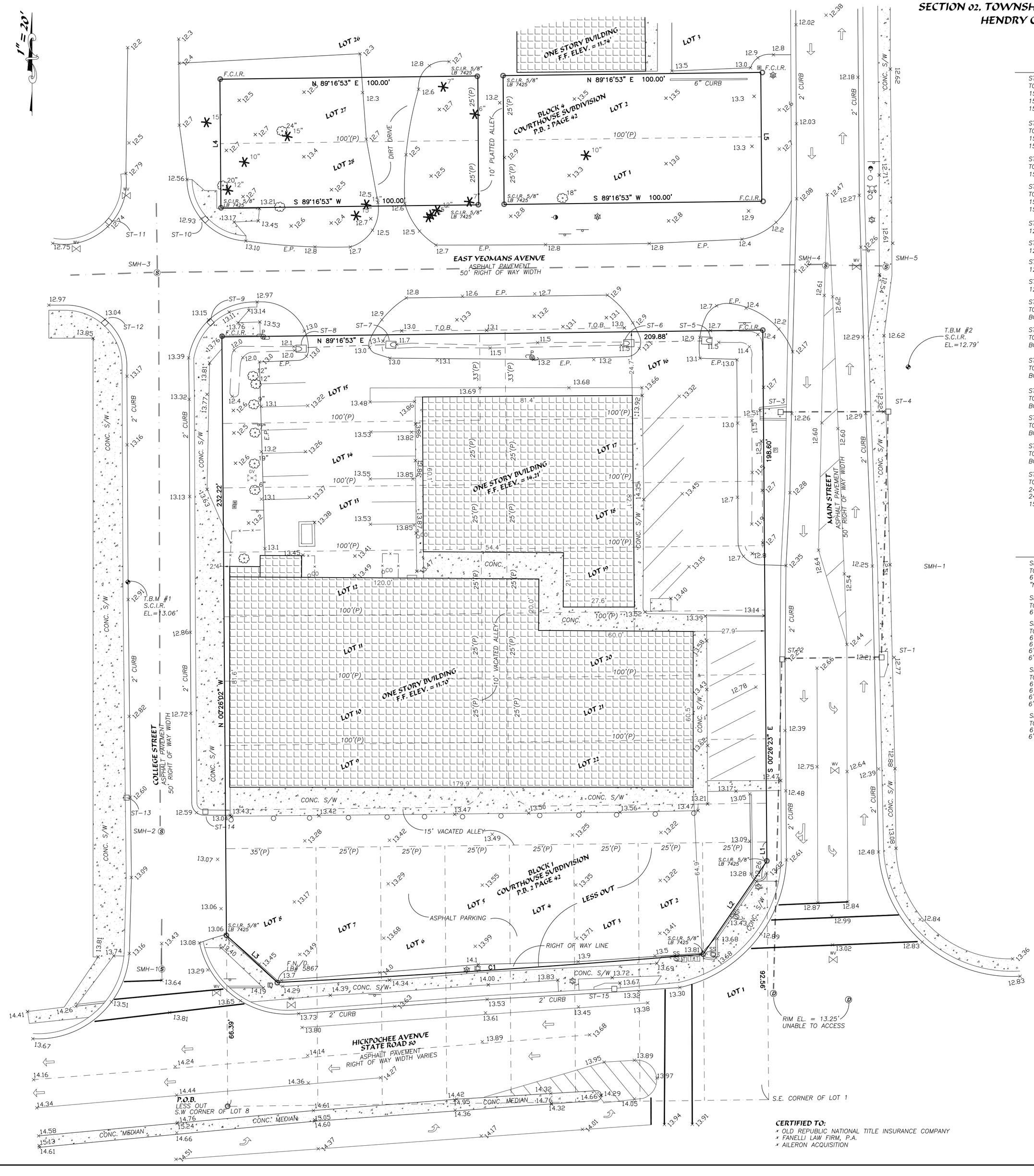
JOSHUA W. BRAGG
PROFESSIONAL SURVEYOR AND MAPPER (LS 7243)
FOR THE FIRM OF HALEY WARD, INC. (LB 8267)

JOSHUA W. BRAGG LICENSE NUMBER LS7243 STATE OF FLORIDA Professional Surveyor and Mapper

BY: CMG	PAGE: 2 of 2
DATE: 2025.07.16	
JN: 2013235.25	S.T.R. NO. 02-29-43
SCALE: 1" = 60'	

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING
WWW.HALEYWARD.COM
CERTIFICATE OF AUTHORIZATION NO. EB32664 & LB8267
13041 McGregor Boulevard
Fort Myers, Florida 33919
239.481.1331
Florida@haleyward

SECTION 02, TOWNSHIP 43 SOUTH, RANGE 29 EAST
HENDRY COUNTY, FLORIDA



STORM TABLE

ST-1 (STORM CURB INLET)
TOP ELEV= 11.88'
15" N INV. EL.= 8.88'
15" S. INV. EL.= 8.68'
15" W. INV. EL.= 8.61

ST-2 (STORM CURB INLET)
TOP ELEV= 12.11'
15" E. INV. EL.= 8.51'
15" S. INV. EL.= 8.31'

ST-3 (STORM GREAT)
TOP ELEV= 12.35'
15" E. INV. EL.= 9.55'

ST-4 (STORM GREAT)
TOP ELEV= 12.39'
15" E. INV. EL.= 9.49'
15" S. INV. EL.= 9.39'

ST-5 (MITERED END SECTION)
12" INV. ELEV. 11.50'

ST-6 (MITERED END SECTION)
12" INV. ELEV. 11.50'

ST-7 (MITERED END SECTION)
12" INV. ELEV. 11.08'

ST-8 (MITERED END SECTION)
12" INV. ELEV. 10.95'

ST-9 (STORM CURB INLET)
TOP ELEV= 13.09'
BOTTOM EL.= 10.89'

ST-10 (STORM CURB INLET)
TOP ELEV= 12.93'
BOTTOM EL.= 10.73'

ST-11 (STORM CURB INLET)
TOP ELEV= 12.69'
BOTTOM EL.= 10.49'

ST-12 (STORM CURB INLET)
TOP ELEV= 13.04'
BOTTOM EL.= 10.84'

ST-13 (STORM CURB INLET)
TOP ELEV= 12.65'
BOTTOM EL.= 10.65'

ST-13 (STORM CURB INLET)
TOP ELEV= 12.46'
BOTTOM EL.= 10.36'

ST-13 (STORM CURB INLET)
TOP ELEV= 12.98'
24" W. RCP INV. EL. = 7.68'
24" E. RCP INV. EL. = 7.68'
15" N. RCP INV. EL. = 9.90'

SANITARY TABLE

SMH-1 (SANITARY MANHOLE)
TOP ELEV= 13.51'
6" PVC N. INV. EL. = 9.26'
"NOTE" DOES NOT CONNECT TO SMH-2

SMH-2 (SANITARY MANHOLE)
TOP ELEV= 13.01'
6" PVC N. INV. EL. = 8.81'

SMH-3 (SANITARY MANHOLE)
TOP ELEV= 13.01'
6" PVC N. INV. EL. = 7.51'
6" PVC S. INV. EL. = 7.51'
6" PVC E. INV. EL. = 7.46'
6" PVC W. INV. EL. = 7.41'

SMH-4 (SANITARY MANHOLE)
TOP ELEV= 12.55'
6" PVC N. INV. EL. = 8.15'
6" PVC S. INV. EL. = 8.10'
6" PVC E. INV. EL. = 8.15'
6" PVC W. INV. EL. = 8.05'

SMH-5 (SANITARY MANHOLE)
TOP ELEV= 12.72'
6" PVC E. INV. EL. = 8.12'
6" PVC W. INV. EL. = 8.12'

LEGEND & ABBREVIATIONS

(C) CALCULATED MEASUREMENT
(R/W) RIGHT OF WAY MEASUREMENT
CONC. CONCRETE
EP EDGE OF PAVEMENT
MULT. MULTIPLE
CI CURB INLET
GI GRATE INLET
SMH SANITARY MANHOLE
STMH STORM MANHOLE
FLAG POLE
GREASE TRAP MANHOLE
HYDRANT
PREVENTER VALVES
METAL LIGHTPOLE
CLEANOUT
STORM MANHOLE
GAS VALVE
UE UNDERGROUND ELECTRIC
UW UNDERGROUND WATER MARKER
CONCRETE LIGHT POLE
WOOD LIGHT POLE
WOOD POWER POLE
CONC POWER POLE
RAILROAD X-ING GATE
UGS UNDERGROUND SANITARY
T TELEPHONE MANHOLE
ROW RIGHT OF WAY WIDTH
UGP UNDERGROUND PHONE
MES MITERED END SECTION
STMH STORM MANHOLE
UGFM UNDERGROUND FORCE MAIN
UGE UNDERGROUND ELECTRIC
UGW UNDERGROUND WATER
OHW OVERHEAD WIRES
UG UNDERGROUND GAS
T.O.S. TOE OF SLOPE
WDF WOOD FENCE
PVCY PLASTIC PRIVACY FENCE
UG UNDERGROUND
E.O.W. EDGE OF WATER
LB LICENSED BUSINESS
OHW OVERHEAD WIRE
TRANSFORMER PAD
TYP. TYPICAL
T.O.B. TOP OF BANK
CROSS WALK SIGNAL
WELL
MAILBOX
GUY WIRE
SIGN
PHONE BOX
CABLE BOX
WATER MANHOLE
FIRE DEPARTMENT CONNECTION
UC UNDERGROUND CABLE MARKER
S SANITARY MANHOLE
WM WATER METER
WV WATER VALVE
F.C.I.R. FOUND CAPPED IRON ROD
F.N./D. FOUND NAIL & DISK
F.C.M. FOUND CONCRETE MONUMENT
(P) PLAT MEASUREMENT
(F) FIELD MEASUREMENT
N.C.F. NO CORNER FOUND
SV SEWER VALVE
M MONITOR WELL
SIGNAL SUPPORT POLE
IRRIGATION CONTROL VALVE
RWV IRRIGATION VALVE(RECLAIM)
P.O.B. POINT OF BEGINNING
P.O.C. POINT OF COMMENCEMENT
UG UNDERGROUND GAS MARKER
ELECTRIC BOX
TRAFFIC BOX
UP UNDERGROUND PHONE MARKER
RR RAILROAD LIGHT
P.U.E. PUBLIC UTILITY EASEMENT
D.E. DRAINAGE EASEMENT

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	4636.66'	165.51'	165.50'	N 86°12'33" E	2°02'43"

LINE	BEARING	DISTANCE
L1	S 00°26'23" E	7.44'
L2	S 34°22'34" W	43.79'
L3	N 47°20'17" W	26.98'
L4	N 00°25'53" W	50.00'
L5	S 00°26'23" E	50.00'

TREE LEGEND

12" OAK TREE AND SIZE
6" MISCELLANEOUS TREE AND SIZE
12" PALM TREE AND SIZE
4" PINE TREE AND SIZE

DESCRIPTION:

LOTS 1, 2, 27 AND 28, BLOCK 4, COURTHOUSE SUBDIVISION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 2, PAGE 42, OF THE PUBLIC RECORDS OF HENDRY COUNTY, FLORIDA.

AND

LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21 AND 22, BLOCK 1, COURTHOUSE SUBDIVISION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 2, PAGE 42, OF THE PUBLIC RECORDS OF HENDRY COUNTY, FLORIDA.

AND

THAT CERTAIN ALLEY LYING IN BLOCK 1, COURTHOUSE SUBDIVISION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 2, PAGE 42, OF THE PUBLIC RECORDS OF HENDRY COUNTY, FLORIDA, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF LOT 8; THENCE TO THE SOUTHWEST CORNER OF LOT 9; THENCE TO THE SOUTHEAST CORNER OF LOT 22; THENCE TO THE NORTHEAST CORNER OF LOT 1; AND THENCE TO THE POINT OF BEGINNING.

AND

AN ALLEY IN BLOCK 1 OF COURTHOUSE SUBDIVISION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 2, PAGE 42, OF THE PUBLIC RECORDS OF HENDRY COUNTY, FLORIDA, BEGINNING AT THE NORTHWEST CORNER OF LOT 16; THENCE TO THE SOUTHWEST CORNER OF LOT 22; THENCE TO THE SOUTHEAST CORNER OF LOT 9; THENCE TO THE NORTHEAST CORNER OF LOT 15; THENCE TO THE NORTHWEST CORNER OF LOT 16 TO THE POINT OF BEGINNING.

LESS AND EXCEPT THE FOLLOWING AS TAKEN BY THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION BY ORDER OF TAKING RECORDED IN OFFICIAL RECORDS BOOK 504, PAGE 265, OF THE PUBLIC RECORDS OF HENDRY COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHWEST CORNER OF SAID LOT 8; THENCE N 00°51'15" W, 66.39 FEET ALONG THE WEST LINE OF SAID LOT 8; THENCE S 47°45'39" E, 26.98 FEET TO THE BEGINNING OF A CURVE TO THE RIGHT; THENCE ALONG SAID CURVE HAVING A RADIUS OF 4636.66 FEET, A CENTRAL ANGLE OF 02°02'42", AN ARC LENGTH OF 165.50 FEET, THE CHORD FOR WHICH BEARS N 85°47'11" E TO THE END OF SAID CURVE; THENCE N 33°57'12" E, 43.79 FEET TO THE EAST LINE OF SAID LOT 1; THENCE S 00°51'45" E, 92.56 FEET ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF SAID LOT 1; THENCE S 88°51'31" W, 209.91 FEET ALONG THE SOUTH LINE OF SAID LOTS 1, 2, 3, 4, 5, 6, 7 AND 8 TO THE POINT OF BEGINNING.

SURVEYOR'S NOTES:

1) THIS IS AN ALTA/BOUNDARY, TOPOGRAPHIC SURVEY OF THE ABOVE DESCRIBED TRACT OF LAND ONLY, MADE ON THE GROUND UNDER THE SUPERVISION OF A FLORIDA REGISTERED LAND SURVEYOR AND MAPPER, AND EXCEEDS THE MINIMUM TECHNICAL STANDARD FOR HORIZONTAL AND VERTICAL ACCURACY FOR THIS PROPERTY'S EXPECTED USE.

2) BEARINGS REFERENCED TO THE EAST RIGHT OF WAY LINE OF MAIN STREET AS BEING S 00°26'23" E, PER GEODETIC BEARINGS, N.A.D. 83, ZONE EAST.

3) THIS SURVEY WAS CONDUCTED FOR THE PURPOSE OF AN ALTA/BOUNDARY, TOPOGRAPHIC SURVEY, AND IS NOT INTENDED TO DELINEATE THE REGULATORY JURISDICTION OF ANY FEDERAL, STATE, REGIONAL OR LOCAL AGENCY, BOARD, COMMISSION OR OTHER SIMILAR ENTITY.

4) SURVEYOR RELIED ENTIRELY UPON THE TITLE COMMITMENT PREPARED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, FILE NO. 22045922 JP3, DATED 03-14-2022 AT 8:00 A.M. THERE MAY BE OTHER EASEMENTS, RIGHTS-OF-WAY, SETBACK LINES, AGREEMENTS, RESERVATIONS, RESTRICTIONS, OR OTHER SIMILAR MATTERS OF PUBLIC RECORD, NOT DEPICTED ON THIS SURVEY. THE SURVEY IS SUBJECT TO THE FOLLOWING ITEMS LISTED IN SCHEDULE B-II OF THE REFERENCED COMMITMENT:

ITEMS 1-7: NOTHING APPLICABLE/PLOTTABLE AS TO MATTERS OF SURVEY.

ITEM 8: EASEMENTS AS SET FORTH ON THE PLAT OF COURTHOUSE SUBDIVISION LA BELLE FLORIDA, RECORDED IN PLAT BOOK 2, PAGE 42. (NO PLOTTABLE EASEMENTS)

ITEM 9: NOTHING APPLICABLE/PLOTTABLE AS TO MATTERS OF SURVEY

5) NO UNDERGROUND UTILITIES, UNDERGROUND ENCROACHMENTS, BUILDING FOUNDATIONS WERE OBSERVED AS A PART OF THIS SURVEY, UNLESS OTHERWISE SHOWN. SHRUBS WERE NOT LOCATED, UNLESS OTHERWISE SHOWN.

6) THIS SURVEY NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

7) THE PARCEL SHOWN HEREON APPEARS TO FALL WITHIN FLOOD ZONE "X", AS SHOWN ON THE FLOOD INSURANCE RATE MAP 12051C, COMMUNITY PANEL NUMBER 0039 D, MAP REVISED 07/6/2015.

8) ELEVATIONS DEPICTED HEREON BASED UPON NGS CONTROL POINT "LA BELLE RM 3", ELEVATION 14.22' (N.A.V.D. 88). SITE BENCHMARKS DEPICTED HEREON AND ARE IN (N.A.V.D. 88) DATUM.

9) TREES DEPICTED HEREON HAVE NOT BEEN VERIFIED BY A LICENSED ARBORIST.

CERTIFIED TO:

- OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY
- FANELLI LAW FIRM, P.A.
- AILERON ACQUISITION

Alex B. Thompson Jr., P.L.S.
State of Florida No. 5318
Registered Land Surveyor and Mapper

Date Signed: 4/22/22

Last Date of Field Survey: 4/11/22

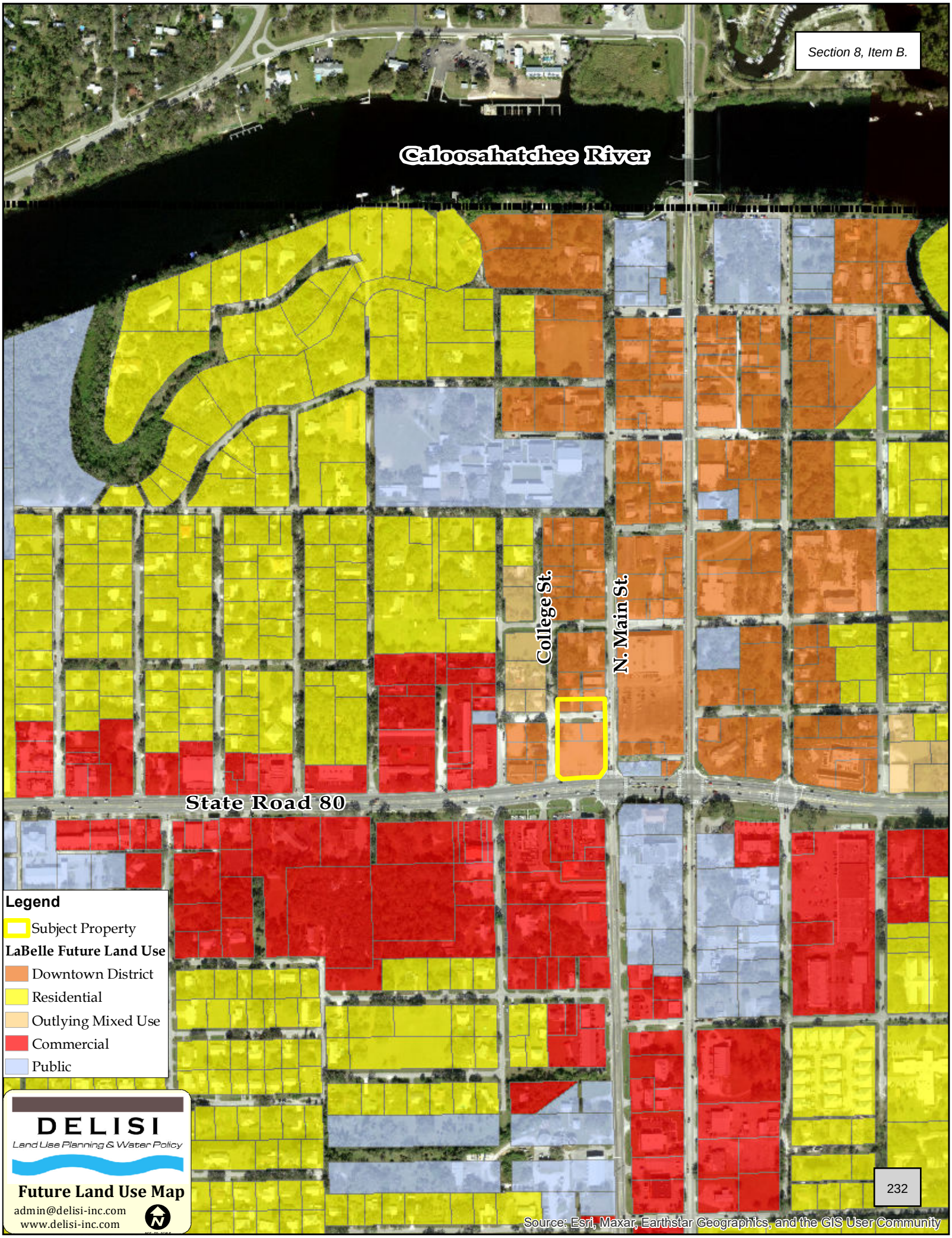
EXTREME SURVEYING OF FLORIDA, INC.
LB No. 7425
29340 WESLEY CHAPEL
WESLEY CHAPEL, FLORIDA 33545
PH. (813) 973-2092
FAX. (813) 973-2122
EMail: alex@extreme-surveying.com
PROFESSIONAL SURVEYING AND MAPPING SERVICES

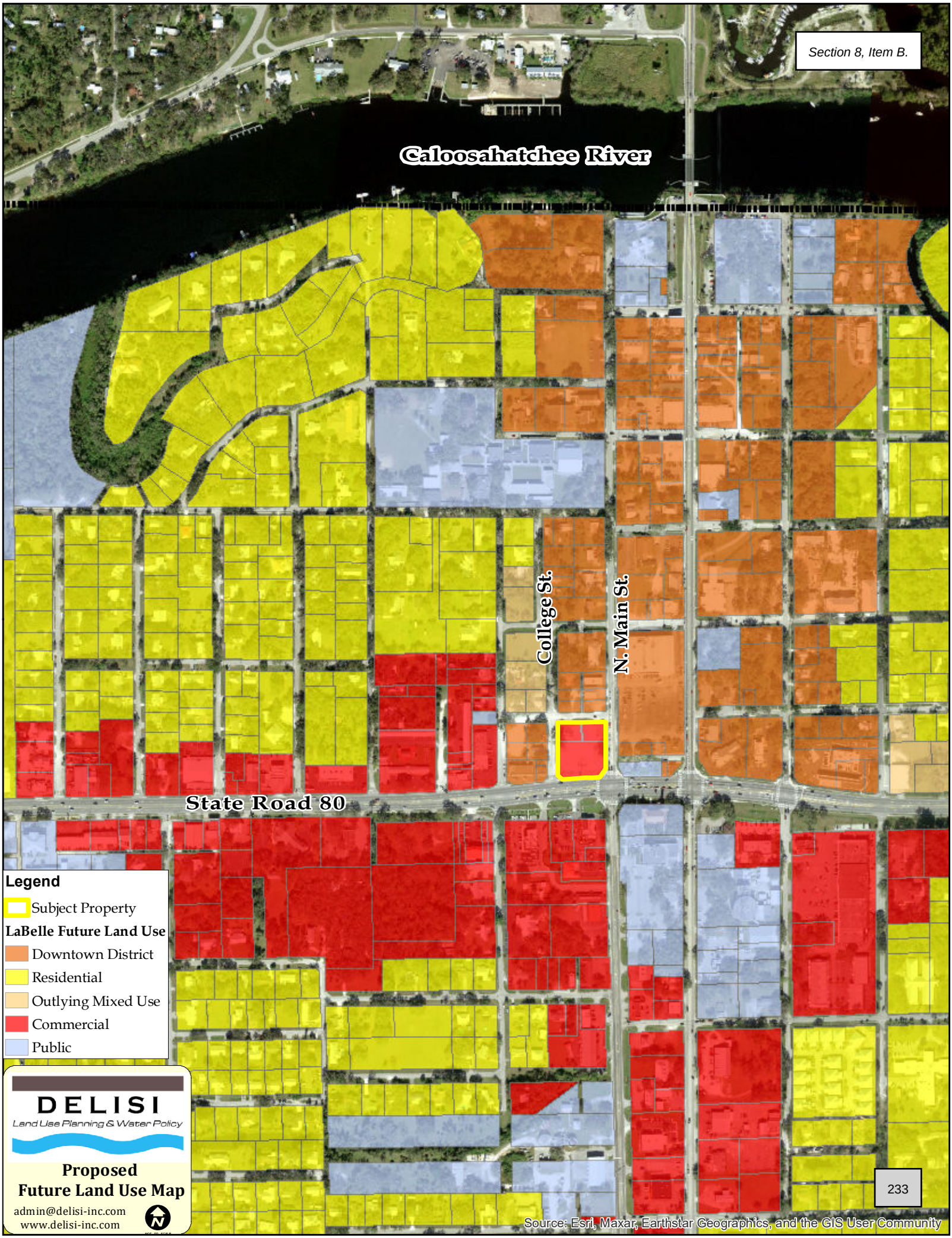
No.	DESCRIPTIONS	DATE	BY
	REVISIONS		

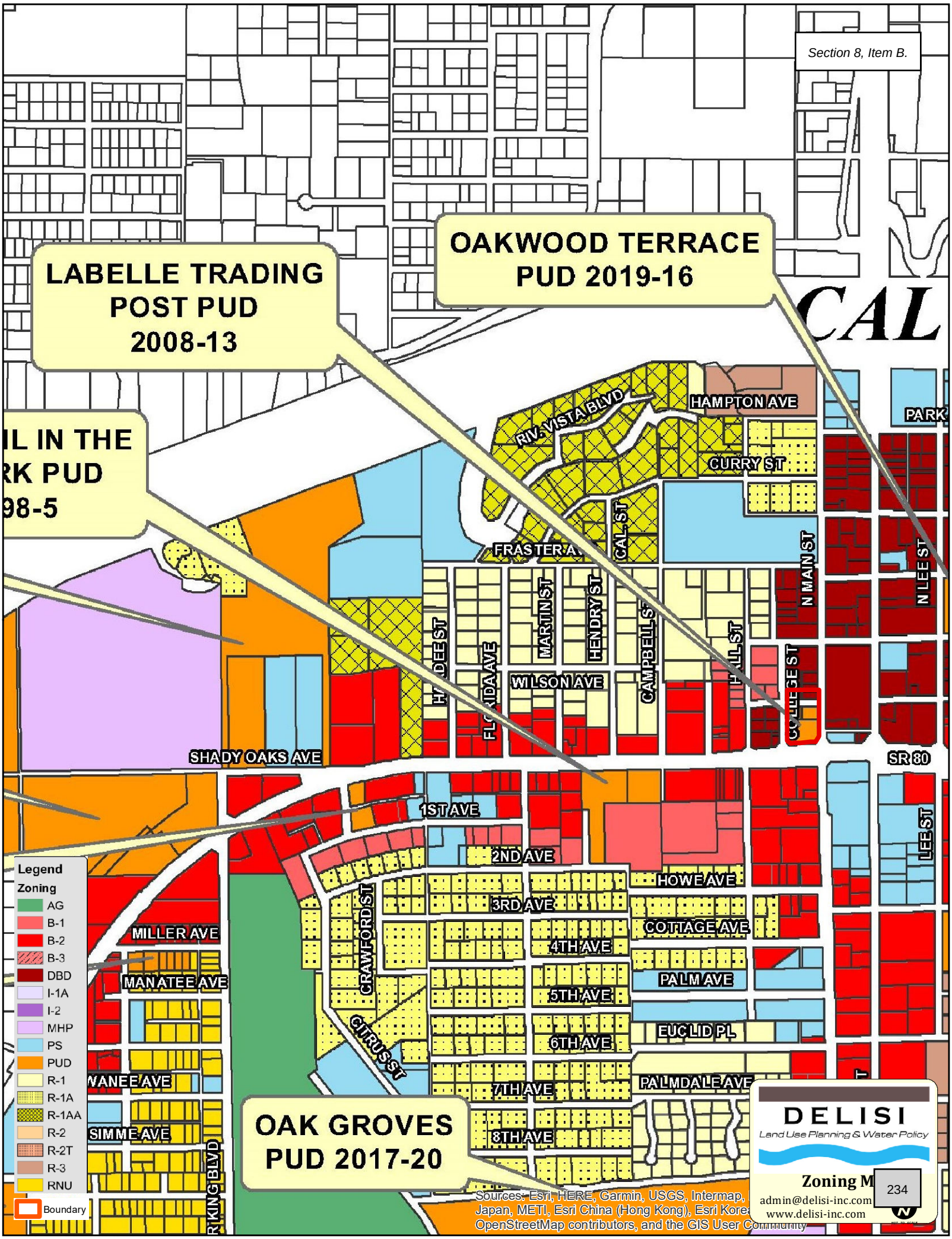
ALTA/BOUNDARY TOPOGRAPHIC SURVEY

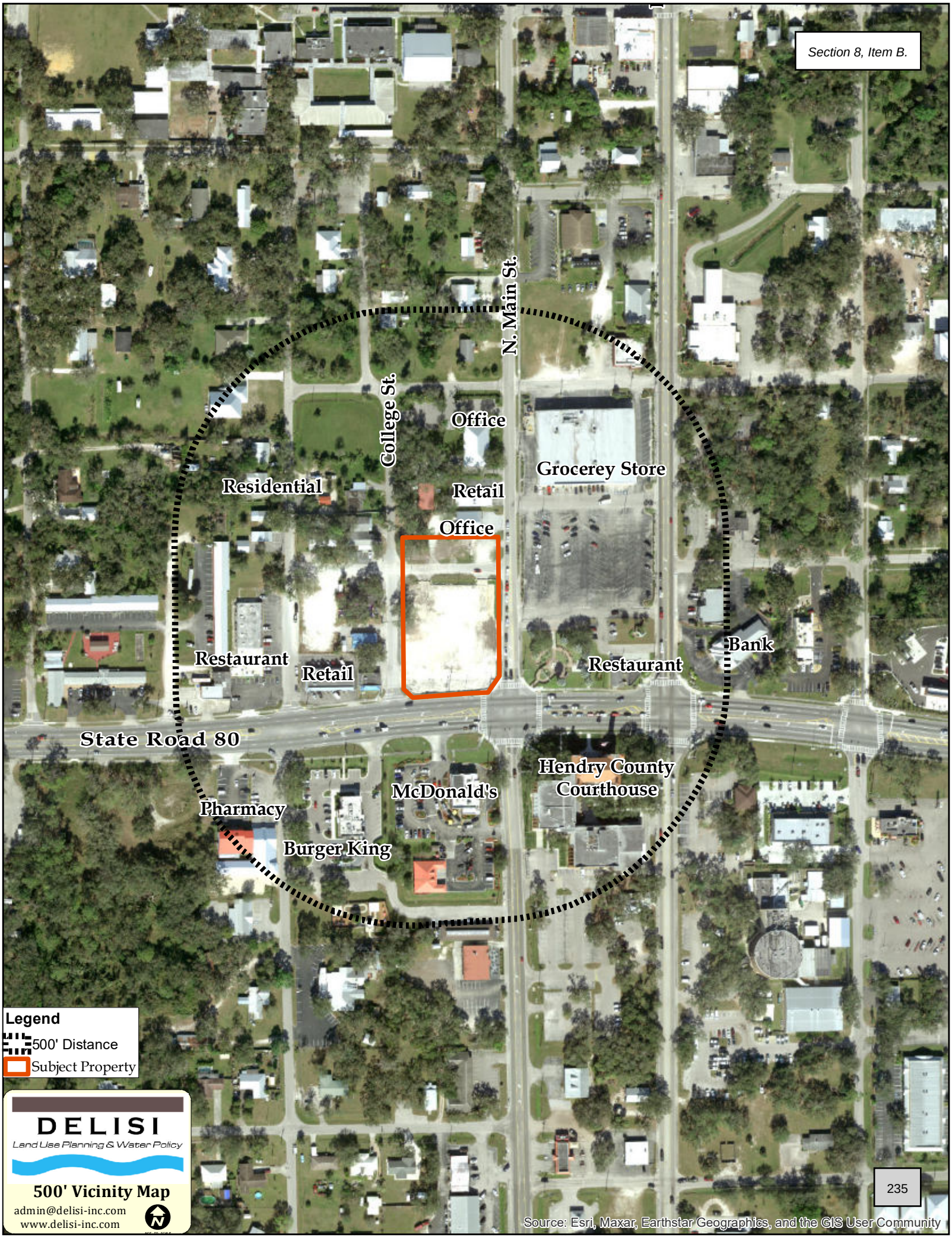
COURT HOUSE SUBDIVISION
HENDRY COUNTY, FLORIDA

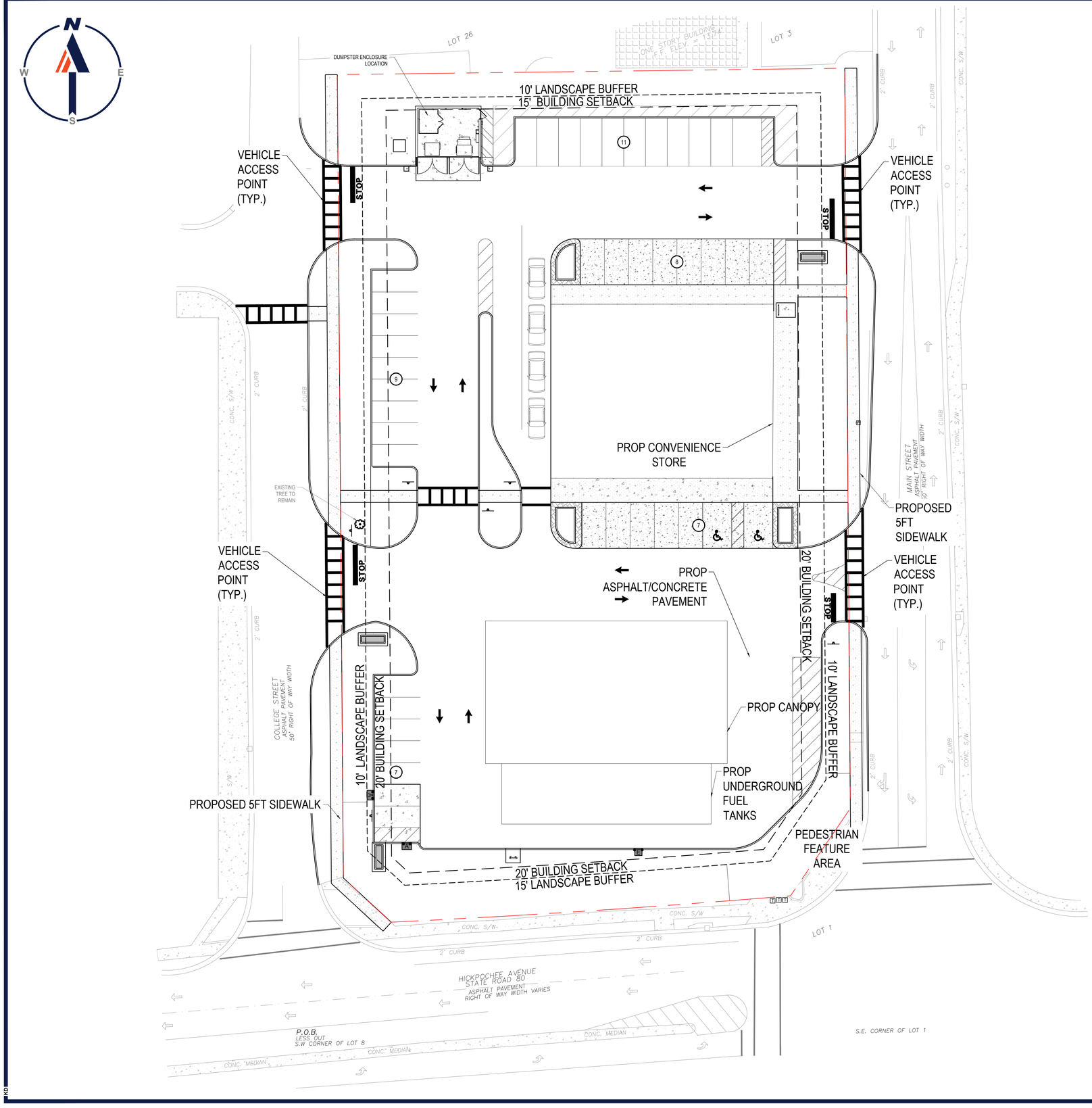
DESIGNED BY:	N/A
DRAWN BY:	RWB
CHECKED BY:	ABT
SCALE:	1"=20'
DATE:	4/22/22
PARTY CHIEF:	RB
FIELD BOOK:	101
PAGE:	15
CAD FILE:	2204-100-23Z
JOB NUMBER:	2204-100-23
SHEET	1 of 1


Caloosahatchee River
College St.
N. Main St.
State Road 80
Legend
Subject Property
LaBelle Future Land Use
Downtown District
Residential
Outlying Mixed Use
Commercial
Public
DELISI
Land Use Planning & Water Policy
Future Land Use Map
admin@delisi-inc.com
www.delisi-inc.com
232
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community


Caloosahatchee River
College St.
N. Main St.
State Road 80
Legend
Subject Property
LaBelle Future Land Use
Downtown District
Residential
Outlying Mixed Use
Commercial
Public
DELISI
Land Use Planning & Water Policy
Proposed
Future Land Use Map
admin@delisi-inc.com
www.delisi-inc.com
233
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community


OAKWOOD TERRACE
PUD 2019-16
LABELLE TRADING
POST PUD
2008-13
OAK GROVES
PUD 2017-20
HAMPTON AVE
RIV. VISTA BLVD
CURRY ST
FRASTER A
CAL ST
N MAIN ST
N LEE ST
MARTIN ST
HENDRY ST
CAMPBELL ST
WILSON AVE
SHADY OAKS AVE
SR 80
1ST AVE
2ND AVE
HOWE AVE
3RD AVE
COTTAGE AVE
4TH AVE
PALM AVE
5TH AVE
EUCLID PL
6TH AVE
PALMDALE AVE
7TH AVE
8TH AVE
LEE ST
CRAWFORD ST
CITRUS ST
MILLER AVE
MANATEE AVE
SIMME AVE
Legend
Zoning
AG
B-1
B-2
B-3
DBD
I-1A
I-2
MHP
PS
PUD
R-1
R-1A
R-1AA
R-2
R-2T
R-3
RNU
Boundary
DELISI
Land Use Planning & Water Policy
admin@delisi-inc.com
www.delisi-inc.com
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Sources: Esri, HERE, Garmin, USGS, Intermap, Japan, METI, Esri China (Hong Kong), Esri Korea, OpenStreetMap contributors, and the GIS User Community


N. Main St.
College St.
Office
Grocerey Store
Residential
Retail
Office
Restaurant
Retail
Bank
Restaurant
State Road 80
Hendry County Courthouse
McDonald's
Pharmacy
Burger King
Legend
500' Distance
Subject Property
DELISI
Land Use Planning & Water Policy
500' Vicinity Map
admin@delisi-inc.com
www.delisi-inc.com
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community





LOCATION MAP
SCALE: 1" = 300'
SOURCE: MICROSOFT BING

SITE DATA TABLE

JURISDICTION	CITY OF LABELLE
CURRENT ZONING	PUD
LAND USE DESIGNATION	COMMERCIAL
PARCEL AREA	± 1.58 AC
BUILDING AREA	7,000 SF
CANOPY AREA	5,900 SF
IMPERVIOUS AREA	MAXIMUM 65%
FRONT SETBACK (ROW)	20 FT
SIDE SETBACK	20 FT
REAR SETBACK	15 FT
FRONT/SIDE/REAR YARD BUFFER	15 FT / 10 FT / 10 FT
OPEN SPACE	20%
PARKING COUNT	42 STALLS
BUILDING HEIGHT	30 FT
CANOPY HEIGHT	26 FT

THIS PLAN TO BE UTILIZED FOR SITE LAYOUT PURPOSES ONLY

20 10 5 0 20
SCALE: 1" = 20'

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
SUSTAINABILITY SERVICES
PERMITTING SERVICES
TRANSPORTATION SERVICES
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REVISIONS

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PROJECT No.:	FLC240030.00-0A
DRAWN BY:	LB
CHECKED BY:	TP
DATE:	01/30/2025
CAD I.D.:	P-CIVL-SITE

PROJECT:

LAND DEVELOPMENT PLANS

FOR

PROPOSED COMMERCIAL DEVELOPMENT

10 W HICKPOCHEE AVE
LABELLE, FL 33935
CITY OF LABELLE
HENDRY COUNTY

BOHLER
1 SE 3rd AVENUE
SUITE 2700
MIAMI, FLORIDA 33131
Phone: (786) 681-0800
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

SHEET TITLE:

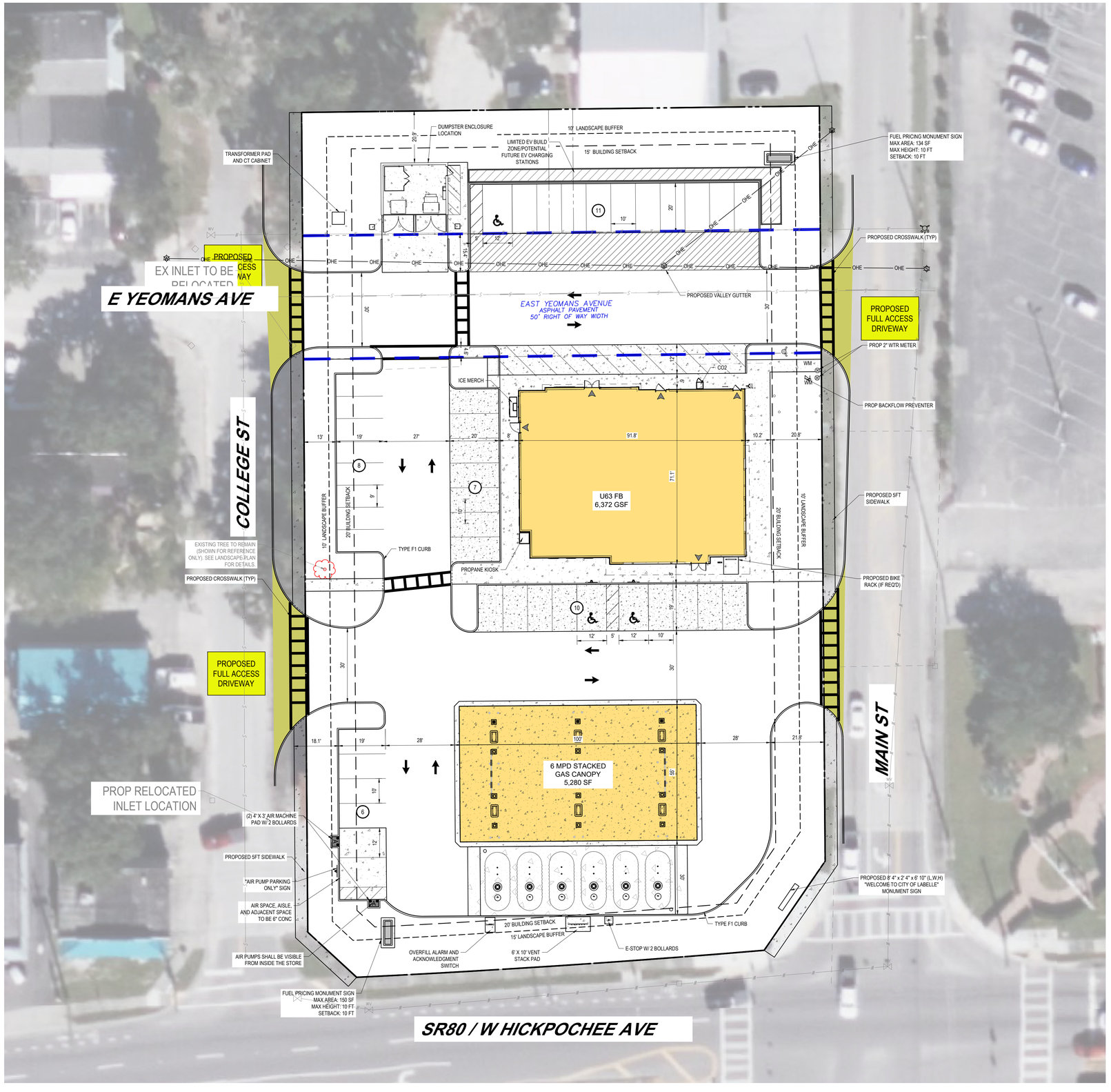
CONCEPTUAL SITE PLAN

SHEET NUMBER:

C-301

ORG. DATE - 01/30/2025

H:\2024\FLC240030.00\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLANS\P-CIVL-SITE FLC240030.00-0A------LAYOUT: C-301 SITE





LOCATION MAP

SCALE: 1" = 300'
SOURCE: MICROSOFT BING

SITE DATA TABLE

JURISDICTION	CITY OF LABELLE
CURRENT ZONING	B-2 BUSINESS
LAND USE DESIGNATION	COMMERCIAL
PARCEL AREA	68,824 SF (1.58 AC)
BUILDING TYPE	U63-FB
BUILDING AREA	6,372 SF
F.A.R.	0.093
LOT COVERAGE	9.26%
CANOPY CONFIGURATION	STACKED 8
CANOPY TYPE	SLOPED
# OF MPDs	12
FRONT SETBACK (ROW)	20 FT
SIDE SETBACK	20 FT
REAR SETBACK	15 FT
FRONT/SIDE/REAR YARD BUFFER	15 FT / 10 FT / 0 FT
REQUIRED PARKING (1 SPACE PER 200 SF GFA)	40
PROPOSED PARKING	42

NOTES:

1. THE CONCEPT REPRESENTED HEREIN IDENTIFIES A DESIGN CONCEPT RESULTING FROM LAYOUT PREFERENCES IDENTIFIED BY OWNER COUPLED WITH A PRELIMINARY REVIEW OF ZONING AND LAND DEVELOPMENT REQUIREMENTS AND ISSUES. THE FEASIBILITY WITH RESPECT TO OBTAINING LOCAL, COUNTY, STATE, AND OTHER APPLICABLE APPROVALS IS NOT WARRANTED AND CAN ONLY BE ASSESSED AFTER FURTHER EXAMINATION AND VERIFICATION OF SAME REQUIREMENTS AND PROCUREMENT OF JURISDICTIONAL APPROVALS.

2. THE CONCEPTUAL PLAN IS PREPARED FOR CONCEPTUAL PRESENTATION PURPOSES ONLY AND IS NOT INTENDED FOR UTILIZATION AS A ZONING AND/OR CONSTRUCTION DOCUMENT. THE EXISTING CONDITIONS SHOWN HEREON ARE BASED UPON INFORMATION THAT WAS SUPPLIED TO BOHLER ENGINEERING AT THE TIME OF PLAN PREPARATION AND MAY BE SUBJECT TO CHANGE UPON AVAILABILITY OF ADDITIONAL INFORMATION.

3. SITE IS CURRENTLY ZONED PUD, HOWEVER IT IS PROPOSED TO BE REZONED TO B-2 BUSINESS. SETBACKS SHOWN ARE B-2 STANDARDS. SITE LIES WITHIN THE SR 80 OVERLAY DISTRICT. SITE IS NOT ZONED DOWNTOWN BUSINESS DISTRICT, HOWEVER IT IS IN THE DOWNTOWN CENTER TRANSECT AREA PER DOWNTOWN DISTRICT REGULATING PLAN.



SCALE: 1" = 20'

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
MASTER PLANNING
PERMITTING SERVICES
TRANSPORTATION SERVICES

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PROJECT No.:	FLC240030.00-0A
DRAWN BY:	EE
CHECKED BY:	TP
DATE:	2026-04-14
CAD I.D.:	P-CIVL-SITE

PROJECT:

CONVENIENCE STORE

FOR

PROPOSED COMMERCIAL DEVELOPMENT
10 W HICKPOCHEE AVE
LABELLE, FL 33935
CITY OF LABELLE
HENDRY COUNTY

BOHLER
1 SE 3rd AVENUE
SUITE 2700
MIAMI, FLORIDA 33131
Phone: (786) 681-0800
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

SHEET TITLE:

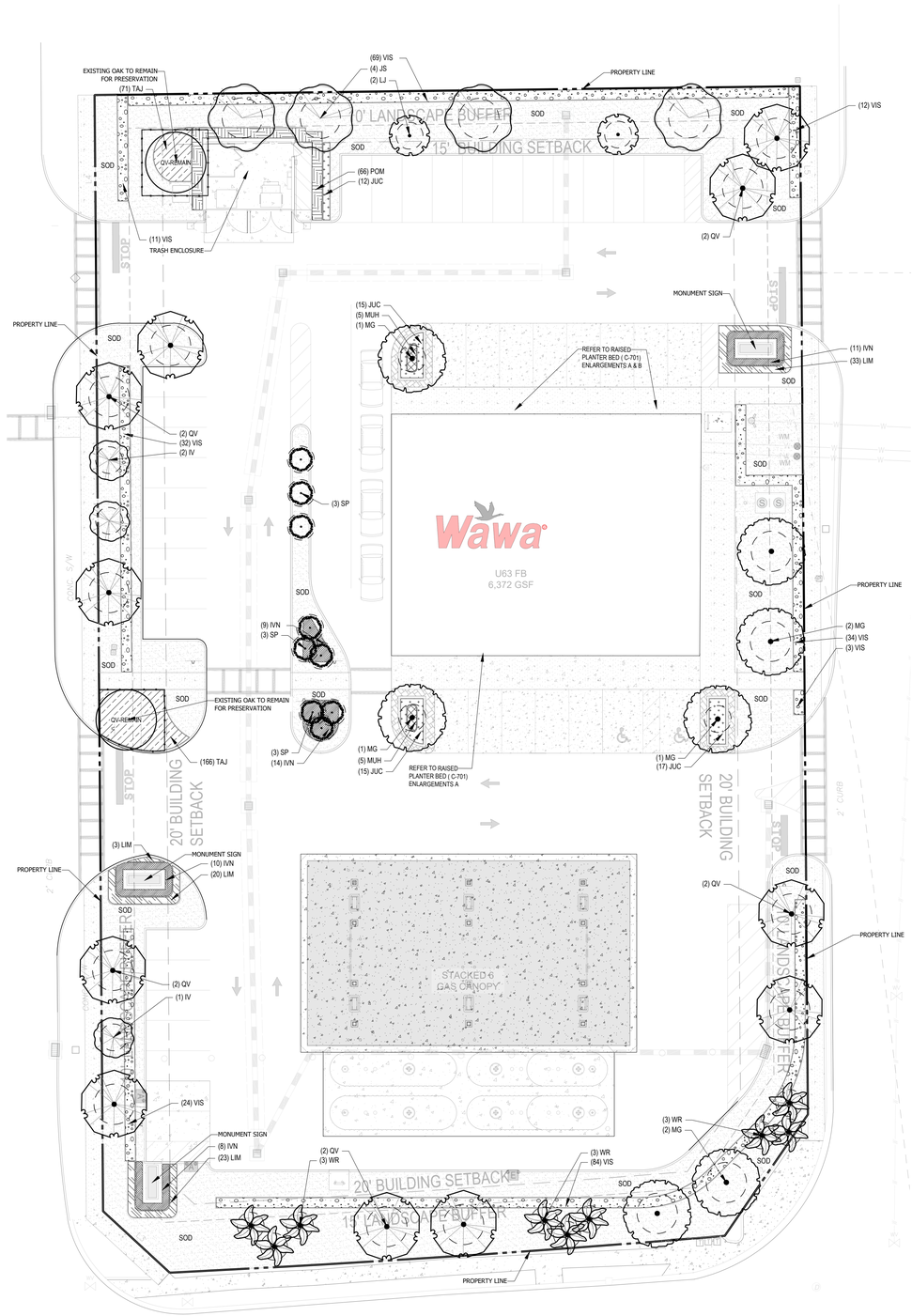
SITE PLAN

SHEET NUMBER:

1

REV. DATE - 2026-07-02

Jul 02, 2026
H:\2024\FLC240030.00\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLANS\P-CIVIL-SITE-FLC240030.00-0A-----LAYOUT(C-001 SITE





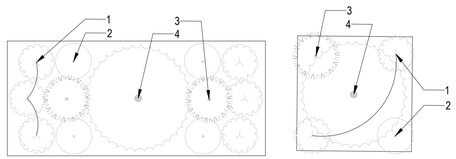
PLANT SCHEDULE

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
			EXISTING TREES & PALMS	
	QV-E	2	QUERCUS VIRGINIANA	SOUTHERN LIVE OAK
			LARGE TREES	
	JS	4	JUNIPERUS VIRGINIANA SILICICOLA	SOUTHERN REDCEDAR
	MG	7	MAGNOLIA GRANDIFLORA	SOUTHERN MAGNOLIA
	QV	11	QUERCUS VIRGINIANA	SOUTHERN LIVE OAK
			MEDIUM TREES	
	IV	3	ILEX VOMITORIA	YAUPON HOLLY
	LJ	2	LIGUSTRUM JAPONICUM	JAPANESE PRIVET
			PALMS	
	SP	9	SABAL PALMETTO	CABBAGE PALMETTO
	WR	9	WASHINGTONIA ROBUSTA	MEXICAN FAN PALM
			PLANTERS	
	ERH	3	ERANTHIS HYEMALIS	WINTER ACONITE
	LOE	8	LOBELIA ERINUS	EDGING LOBELIA
	PAH	2	PENNISETUM ALOPECUROIDES 'HAMELN'	HAMELN FOUNTAIN GRASS
	SSE	5	SOLENOSTEMON SCUTELLARIOIDES ELECTRIC SLIDE	ELECTRIC SLIDE COLEUS
			SHRUB AREAS	
	IVN	32	ILEX VOMITORIA 'NANA'	DWARF YAUPON HOLLY
	JUC	59	JUNIPERUS CHINENSIS	JUNIPER
	LIM	79	LIRIOPE MUSCARI	BIG BLUE LILYTURF
	MUH	10	MUHLENBERGIA CAPILLARIS	PINK MUHLY GRASS
	POM	66	PODOCARPUS MACROPHYLLUS	YEW PODOCARPUS
	VIS	209	VIBURNUM SUSPENSUM	SANDANKWA VIBURNUM
			GROUND COVERS	
	TAJ	237	TRACHELOSPERMUM ASIATICUM	ASIATIC JASMINE
			SOD	
	SOD-1	13,304 SF	STENOTAPHRUM SECUNDATUM PALMETTO	PALMETTO ST. AUGUSTINE GRASS

SEE FULL PLANT SCHEDULE ON C-703

LANDSCAPE DATA TABLE

JURISDICTION	CITY OF LABELLE	
CURRENT ZONING	B-2 BUSINESS	
LAND USE DESIGNATION	COMMERCIAL	
TOTAL SITE AREA	68,824 SF (1.58 AC)	
PROPOSED BUILDING AREA	6,372 SF	
PERVIOUS AREA	13,343 SF (0.31 AC)	
BUFFER PLANTING		
	REQUIRED	PROVIDED
NORTH BUFFER: TYPE A 10' (209LF)		
2 LARGE TREES/100 LF	4 TREES	4 TREES
2 MEDIUM TREES/100 LF	4 TREES	2 TREES *UTILIZING 2 EXISTING TREE CREDITS*
8 MEDIUM SHRUBS/100 LF	16 SHRUBS	66 SHRUBS
EAST ROW BUFFER: TYPE A 10' (306- 60 DRIVE ISLE = 246LF)		
2 LARGE TREES/100 LF	5 TREES	5 TREES
2 MEDIUM TREES/100 LF	5 TREES	*UTILIZING 5 EXISTING TREE CREDITS*
8 MEDIUM SHRUBS/100 LF	20 SHRUBS	37 SHRUBS
SOUTH ROW BUFFER: 15' (236 LF)		
5 TREES/100 LF 30' CLUSTER	12 TREES	9 LARGE PALMS 4 LARGE TREES
HEDGE ROW 36" HIGH	HEDGE	84 SHRUBS
WEST ROW BUFFER: TYPE A 10' (332-60 DRIVE ISLE = 272 LF)		
2 LARGE TREES/100 LF	5 TREES	4 TREES *UTILIZING 1 EXISTING TREE CREDIT*
2 MEDIUM TREES/100 LF	5 TREES	3 TREES *UTILIZING 2 EXISTING TREE CREDITS*
8 MEDIUM SHRUBS/100 LF	21 SHURBS	56 SHRUBS
BUILDING PLANTING (SEC 4-80-11)		
	REQUIRED	PROVIDED
MIN 10% OF PROP BUILDING GROSS GROUND LEVEL FLOOR AREA	637.2 SF	
SHRUBS OR ORNAMOMENTAL PLANTS AND TREES. 5' WIDTH		PROVIDED
PARKING LOT PLANTING (SEC 4-80-12)		
	REQUIRED	PROVIDED
25% X PARKING LOT AREA (7,910)	1,917 SF	
1 LARGE TREE PER 1,500 SF	2 TREES	5 TREES
TOTAL LARGE TREES	28 TREES	22 TREES 9 LARGE PALMS *6 EXISTING TREE CREDIT*
TOTAL MEDIEUM TREES	14 TREES	5 TREES * 9 EXISTING TREE CREDITS*
TOTAL SHRUBS	57 SHRUBS	397 SHRUBS
TOTAL PRESERVATION CREDITS	40" DBH	20 TREES
TREE PROTECTION (SEC 4.80.16)		
(1) - 24" LIVE OAK (1) - 16" LIVE OAK	40" DBH	2 OAKS PRESERVED



WAWA PLANTER 'A' ENLARGEMENT

SOUTH FLORIDA WARM SEASON PALETTE

1. LOBELIA ERINUS
   - EDGING LOBELIA (12" HT. X 12" SPRD.)
2. SOLENOSTEMON SCUTELLARIOIDES 'ELECTRIC SLIDE'
   - ELECTRIC SLIDE COLEUS (12" HT. X 12" SPRD.)
3. BULBINE FRUTESCENS
   - STALKED BULBINE (12" HT. X 12" SPRD.)
4. PENNISETUM ALOPECUROIDES 'HAMELN'
   - DWARF FOUNTAIN GRASS

NORTH FLORIDA COOL SEASON PALETTE

1. BRASSICA OLERACEA
   - ORNAMENTAL KALE (12" HT. X 12" SPRD.)
2. ERANTHIS HYEMALIS
   - WINTER ACONITES (12" HT. X 12" SPRD.)
3. BULBINE FRUTESCENS
   - STALKED BULBINE (12" HT. X 12" SPRD.)
4. PENNISETUM ALOPECUROIDES 'HAMELN'
   - DWARF FOUNTAIN GRASS

WAWA PLANTER 'B' ENLARGEMENT

SOUTH FLORIDA WARM SEASON PALETTE

1. SOLENOSTEMON SCUTELLARIOIDES 'ELECTRIC SLIDE'
   - ELECTRIC SLIDE COLEUS (12" HT. X 12" SPRD.)
1. SOLENOSTEMON SCUTELLARIOIDES 'ELECTRIC SLIDE'
   - ELECTRIC SLIDE COLEUS (12" HT. X 12" SPRD.)
2. BULBINE FRUTESCENS
   - STALKED BULBINE (12" HT. X 12" SPRD.)
4. PENNISETUM ALOPECUROIDES 'HAMELN'
   - DWARF FOUNTAIN GRASS

NORTH FLORIDA COOL SEASON PALETTE

1. BRASSICA OLERACEA
   - ORNAMENTAL KALE (12" HT. X 12" SPRD.)
2. SOLENOSTEMON SCUTELLARIOIDES 'ELECTRIC SLIDE'
   - ELECTRIC SLIDE COLEUS (12" HT. X 12" SPRD.)
3. BULBINE FRUTESCENS
   - STALKED BULBINE (12" HT. X 12" SPRD.)
4. PENNISETUM ALOPECUROIDES 'HAMELN'
   - DWARF FOUNTAIN GRASS

RAISED PLANTER NOTES:

- ALL ANNUAL FLOWERS SHALL BE A MINIMUM 4" POT SIZE AND ALL PERENNIAL FLOWERS SHALL BE A MINIMUM 1 GALLON POT SIZE COMPACT PLANTS
- HEALTHY, UNBLEMISHED LEAVES, GREEN COLOR, & FLOWER BUDS
- AT THE TIME OF INSTALLATION IT IS NOT NECESSARY THAT THEY BE IN BLOOM
- FLOWER COLOR & PLANT FORM COMBINATIONS PROVIDING "COTTAGE GARDEN" PLANTER LOOK
- CONTRACTOR SHALL SUBMIT A LIST OF COMMERCIALLY AVAILABLE ANNUALS AND PERENNIALS, SUITED FOR THE SEASON & CLIMATE, THAT WILL SATISFY THE AFOREMENTIONED DESIGN INTENT
- RAISED PLANTERS SHALL HAVE LOW-VOLUME EMITTER IRRIGATION AND BE LOCATED ON THEIR OWN ZONE



LOCATION MAP

SCALE: 1" = 300'
SOURCE: MICROSOFT BING

NATIVE SPECIES:

* NATIVE SPECIES - HIGH DROUGHT TOLERANCE (OTHERS MEDIUM DROUGHT TOLERANCE)
** CONTRACTOR TO VERIFY SQUARE FOOTAGE

CONTRACTOR SHALL VERIFY PLANT QUANTITIES IN THE TABLE WITH THE PLAN. WHERE THERE IS A DISCREPANCY IN PLANT QUANTITIES, THE PLAN OVER RIDES THE PLANT LIST

LANDSCAPE & ROOT BARRIER NOTES:

TREES SHOWN ON THIS PLAN ARE FOR GRAPHIC REPRESENTATION ONLY. TREE SPACING IS BASED ON DESIGN REQUIREMENTS AND THE TREES SHOWN ON THESE PLANS ATTEMPT TO ACCOMPLISH THAT SPACING WHILE MAINTAINING THE REQUIRED SETBACKS FROM UTILITIES. TREES MAY BE FIELD ADJUSTED TO AVOID CONFLICTS WITH DRIVEWAYS AND UNDERGROUND UTILITIES. IN ANY CASE THE TREES SHALL BE LOCATED IN THE FIELD IN ACCORDANCE WITH THE PLANTING DETAILS SHOWN.

ADDITIONALLY, TREES ARE TO BE INSTALLED WITH TEN FOOT (10') SEPARATION FROM ANY WATER OR SEWER MAIN AND/OR SERVICE, HYDRANTS AND LIFT STATIONS. IF A TEN FOOT (10') SEPARATION CANNOT BE ACHIEVED, THE TREE CAN BE INSTALLED WITH A ROOT BARRIER SYSTEM. REFER TO THE "ROOT BARRIER" DETAIL FOR INSTALLATION REQUIREMENTS.

SEE DETAIL 8, SHEET C-702 FOR ROOT BARRIER DETAILS.

NOTE: ROOT BARRIER SHALL BE PROVIDED FOR ALL LANDSCAPING PROPOSED WITHIN 10 FEET OR DRAINAGE PIPES, STRUCTURES AND CHAMBERS.

GENERAL LANDSCAPE NOTES:

1. ALL PLANTING BEDS TO BE MULCHED WITH 3" FLORIMULCH MELALEUCA (COCOA BROWN) MULCH.
2. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION
3. DIGGING IN UTILITY EASEMENTS SHALL BE BY HAND ONLY
4. THIS PLAN IS TO BE UTILIZED FOR LANDSCAPE PURPOSES ONLY.
5. ALL DISTURBED UNPAVED AREAS, EXCLUDING PLANTING BEDS, ARE TO BE INSTALLED AS LAWN IN ACCORDANCE WITH LANDSCAPE SPECIFICATION #2.C., UNLESS OTHERWISE STATED ON THIS PLAN.
6. SHRUBS PLANTED ALONG HEAD-IN PARKING STALLS SHALL BE INSTALLED TO ALLOW A CLEARANCE OF TWO FEET FROM FACE OF CURB TO ALLOW FOR BUMPER OVERHANG.
7. IF IRRIGATION IS REQUIRED BY THE OWNER OR APPROVING MUNICIPALITY, THE CONTRACTOR SHALL PROVIDE AN IRRIGATION SYSTEM MEETING THE SPECIFICATIONS OF THE CHOSEN PRODUCT'S MANUFACTURER. THE IRRIGATION DESIGN SHALL ACCOMMODATE LAWN AND BED AREAS EACH UNDER SEPARATE ZONES TO MAXIMIZE WATER EFFICIENCY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SECURING ANY PERMITS REQUIRED FOR THE INSTALLATION OF A RUST-FREE IRRIGATION SYSTEM.
8. PLANT MATERIAL SUBSTITUTIONS MUST BE FORMALLY SUBMITTED TO BOHLER ENGINEERING AND THE MUNICIPAL ENGINEER AND LANDSCAPE CONSULTANTS FOR REVIEW AND APPROVAL PRIOR TO INSTALLATION. ANY PLANT MATERIAL THAT ARE TO BE INSTALLED WITHIN STORMWATER BMP FEATURES MUST BE NATIVE SPECIES.
9. WITHOUT EXCEPTION, WEED BARRIER FABRIC SHALL NOT BE INSTALLED WITHIN ANY BMP FACILITY. BMP FACILITIES INCLUDE RAINGARDENS, INFILTRATION TRENCHES, VEGETATIVE SWALES AND STORMWATER BASINS.
10. ANY TREE INSTALLED WITHIN 10 FT. OF NEW CONCRETE SIDEWALKS AND/OR NEARBY UNDERGROUND UTILITY OR PIPE SHOULD BE INSTALLED WITH BIOBARRIER ROOT BARRIER FABRIC AS SHOWN. SEE DETAIL DETAIL 8, C-704.
11. THERE IS TO BE NO PLANTING OF TREES OR SHRUBS EITHER DIRECTLY OVER OR WITHIN 10 HORIZONTAL FEET OF THE SANITARY SEWER GRAVITY SEWERS AND FORCE MAIN.

PRESERVATION CREDITS (SEC 4.80.6.22) :

EXISTING NATIVE TREES TO BE PRESERVED LARGER THAN TWO (2) INCHES CALIPER AT DBH MAY BE CREDITED, TO REDUCE THE NUMBER OF REQUIRED NEW TREE PLANTINGS. CREDITS WILL BE GIVEN AT A RATIO OF REQUIRED TREES PER EXISTING TREES TO REMAIN, AS OUTLINED IN TABLE 4-80.L3.

(1)16" DBH LIVE OAK PRESERVED = 10 TREE CREDITS (FALLS WITHIN BUFFER)
(1)24" DBH LIVE OAK PRESERVED = 10 TREE CREDITS (FALLS WITHIN INTERIOR OF THE SITE)

LEGEND

### REMOVE	TREE/PALM /PINE TO BE REMOVED
### RELOCATE	TREE/PALM/PINE TO BE RELOCATED
### REMAIN REMAIN	EXISTING PALMS/PINES TO BE PROTECTED IN PLACE
### REMAIN	EXISTING TREES TO BE PROTECTED IN PLACE

TREE PROTECTION FENCE

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
SUSTAINABLE DESIGN
PERMITTING SERVICES
TRANSPORTATION SERVICES
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REVISIONS

REV	DATE	COMMENT	DRAWN BY / CHECKED BY

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PRELIMINARY

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PROJECT No.:	FLC240030.00-A
DRAWN BY:	EP
CHECKED BY:	KA/BW
DATE:	01/30/2025
CAD I.D.:	X-CIVIL-LAND

PROJECT:

LAND DEVELOPMENT PLANS

FOR

WAWA

PROPOSED COMMERCIAL DEVELOPMENT

10 W HICKPOCHEE AVE
LABELLE, FL 33935
CITY OF LABELLE
HENDRY COUNTY

BOHLER
1 SE 3rd AVENUE
SUITE 2700
MIAMI, FLORIDA 33131
Phone: (786) 681-0800
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

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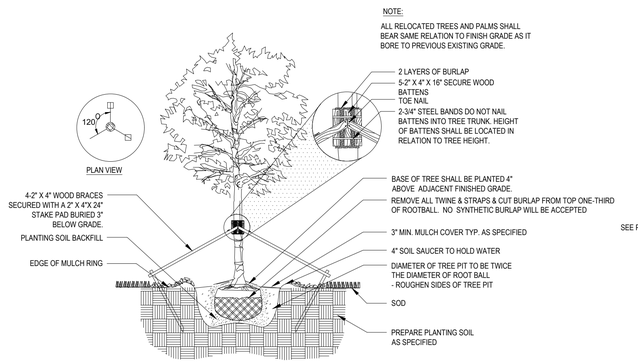
SHEET TITLE:

LANDSCAPE PLAN

SHEET NUMBER:

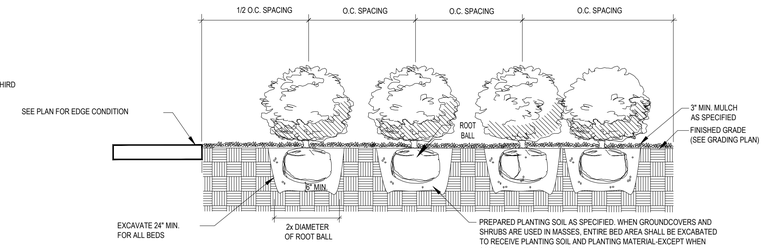
C-701

ORG. DATE - 01/30/2025



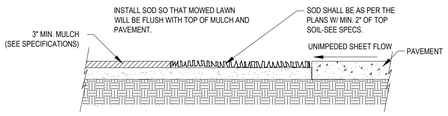
1 TREE INSTALLATION

SECTION NTS



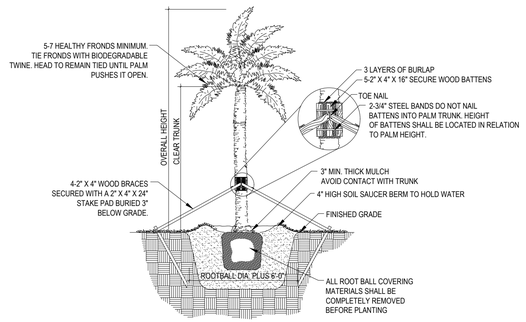
4 SHRUB PLANTING

SECTION NTS



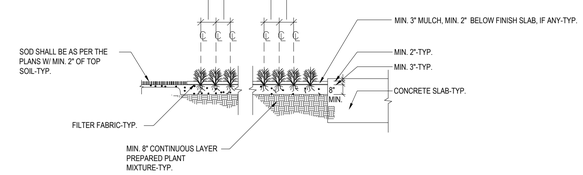
7 SOD INSTALLATION

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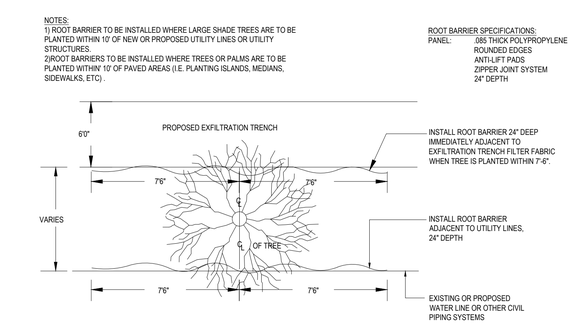
2 PALM INSTALLATION

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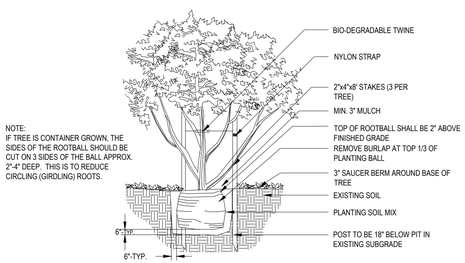
5 GROUNDCOVER PLANTING

SECTION NTS



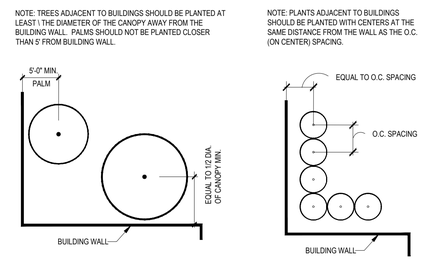
8 ROOT BARRIER

SECTION NTS



3 SMALL TREE

SECTION NTS



6 PLANTING ADJACENT TO BUILDING

SECTION NTS

THIS PLAN TO BE UTILIZED FOR LANDSCAPE PURPOSES ONLY

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
SUSTAINABLE DESIGN
PERMITTING SERVICES
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PROJECT No.:	FLC240030.00-A
DRAWN BY:	EP
CHECKED BY:	KA/BW
DATE:	01/30/2025
CAD I.D.:	X-CIVL-LAND

PROJECT:

LAND DEVELOPMENT PLANS

FOR

WAWA

PROPOSED COMMERCIAL DEVELOPMENT

10 W HICKPOCHEE AVE
LABELLE, FL 33935
CITY OF LABELLE
HENDRY COUNTY

BOHLER
1 SE 3rd AVENUE
SUITE 2700
MIAMI, FLORIDA 33131
Phone: (786) 681-0800
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

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SHEET TITLE:

LANDSCAPE DETAILS

SHEET NUMBER:

C-702

ORG. DATE - 01/30/2025

LANDSCAPE NOTES:

1. A PRE-INSTALLATION MEETING WITH THE CITY ARBORIST IS REQUIRED PRIOR TO LANDSCAPING ACTIVITIES INCLUDING REMOVAL OF TREES AND/OR INSTALLATION OF PLANT MATERIAL.

2. ALL EXISTING TREES PROPOSED TO REMAIN ARE TO BE SEPARATED FROM THE LIMITS OF DISTURBANCE OF THE CONSTRUCTION AREA BY TREE PROTECTION FENCING AND SIGNAGE. THE TREE PROTECTION FENCING SHALL BE LOCATED AT THE EDGE OF THE TREE PROTECTION ZONE AS DEPICTED ON THE PLAN OR AT THE EDGE OF THE DRIPLINE(S) IF A TREE PROTECTION ZONE IS NOT DESIGNATED. NO MATERIAL STORAGE OR CONSTRUCTION ACCESS IS PERMITTED WITHIN THE TREE PROTECTION ZONE.

3. ALL EXISTING TREES SHALL BE PRUNED TO ANSI A-300 STANDARDS TO CORRECT POTENTIAL HAZARDS.

4. A TREE REMOVAL PERMIT IS REQUIRED PRIOR TO REMOVAL OR RELOCATION OF ANY TREE OR PALM. CONTACT THE COUNTY TO OBTAIN PERMIT INFORMATION.

5. CONTRACTOR SHALL NOTIFY SUNSHINE ONE CALL OF FLORIDA, INC. AT 1-800-432-4770 A MINIMUM OF 2 FULL BUSINESS DAYS PRIOR TO DIGGING. CONTRACTOR IS RESPONSIBLE FOR AVOIDING DAMAGE TO UTILITIES FROM PLANT INSTALLATION.

6. TREE RELOCATIONS:
   A. EXISTING TREES TO BE RELOCATED SHALL BE ROOT PRUNED A MINIMUM OF 120 DAYS PRIOR TO RELOCATION
   B MINIMUM ROOT BALL SIZES SHALL BE IN ACCORDANCE WITH ANSI STANDARDS AS FOLLOWS:

CALIPER	MINIMUM ROOT BALL DIAMETER
1	16
2	24
3	32
4	42
5	54
6	60
7	70
8	80
>8	12 INCHES PER INCH OF TRUNK DIAMETER

   TRANSPLANTED TREES WITH UNDERSIZED ROOT BALLS MAY BE REJECTED BY THE CITY ARBORIST AND REPLACEMENT TREES MAY BE REQUIRED.
   C. A TEMPORARY IRRIGATION SYSTEM SHALL BE PROVIDED DURING AND FOR THE FIRST 40 DAYS AFTER ROOT PRUNING.

7. ALL PLANTING MUST FOLLOW PLANTING SPECIFICATIONS AND DETAILS SHOWN ON THE PLAN.

8. SUBSTITUTIONS OF PLANT SPECIES OR SPECIFICATIONS MUST BE APPROVED IN WRITING BY THE CITY AND COUNTY PRIOR TO USE.

9. ALL INVASIVE EXOTIC VEGETATION SHALL BE DISPOSED OF OR TREATED AS PER THE LOCAL OR REGIONAL GOVERNING AUTHORITIES REQUIREMENTS OR RECOMMENDATIONS.

10. ALL PLANT MATERIAL PLANTED PER THIS LANDSCAPE PLAN SHALL BE FLORIDA GRADE #1 OR BETTER, AS SPECIFIED IN THE CURRENT EDITION OF THE FLORIDA DEPARTMENT OF AGRICULTURE'S GRADES AND STANDARDS FOR NURSERY PLANTS. DAMAGED PLANT MATERIAL SHALL BE REJECTED AND REPLACED PRIOR TO INSTALLATION.

11. ALL SIZES SHOWN FOR PLANT MATERIAL ARE TO BE CONSIDERED MINIMUMS.

12. WHERE QUANTITIES AND/OR SPECIES DIFFER BETWEEN THE PLANTING PLANS AND PLANT LISTS, THE PLANS SHALL TAKE PRECEDENCE.

13. ALL NEW PLANT MATERIAL SHALL BE WARRANTED BY THE CONTRACTOR FOR A MINIMUM PERIOD OF ONE YEAR. THE WARRANTY PERIOD SHALL BEGIN AFTER ACCEPTANCE OF THE PLANTS BY THE CITY AND COUNTY.

14. PLANT BEDS TO BE TREATED WITH PRE-EMERGENT HERBICIDE PRIOR TO PLANTING.

15. ALL TREE AND PALM STAKING AND SUPPORT SHALL BE REMOVED ONE YEAR AFTER INSTALLATION.

16. ALL LANDSCAPE MATERIAL SHALL BE THOROUGHLY WATERED AT THE TIME OF PLANTING, NO DRY PLANTING PERMITTED.

17. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING TEMPORARY WATER PROVISIONS UNTIL SUCH TIME AS THE IRRIGATION SYSTEM IS OPERATIONAL.

18. ALL WIRE GUYS AND/OR FABRIC STRAPS SHALL BE FLAGGED WITH FLORESCENT COLORED TAPE.

19. MULCHING:
   ALL LANDSCAPE AREAS NOT COVERED BY SOD SHALL BE COVERED BY A MINIMUM 3-INCH LAYER OF MULCH.
   D. A MULCH RING WITH A MINIMUM RADIUS OF 24 INCHES (48 INCH DIAMETER), IS REQUIRED AROUND ALL NEWLY INSTALLED TREES AND PALMS.
   E. CYPRESS OR COLORED MULCH SHALL NOT BE USED.
   F. NO MULCH SHALL BE PLACED TOUCHING OR WITHIN SIX INCHES OF THE TRUNK OF A TREE OR PALM.

19. ALL NEWLY LANDSCAPED AREAS SHALL BE EXCAVATED DOWN TO A DEPTH OF 24 INCHES BELOW FINAL GRADE AND BACK FILLED WITH CLEAN DEBRIS-FREE SOIL. EXISTING SOIL MAY BE RE-USED FOR BACKFILLING IF DEBRIS IS REMOVED AND ORGANIC CONTENT IS SUFFICIENT OR SOIL IS AUGMENTED WITH TOPSOIL. CONSTRUCTION ACCESS SHALL BE RESTRICTED FROM THE LANDSCAPE AREA AFTER EXCAVATION AND BACKFILL IS COMPLETE.

20. ALL LANDSCAPE AREAS SHALL BE FINISH GRADED SUCH THAT THEY ARE A MINIMUM OF 3.5 INCHES BELOW SURROUNDING PAVED SURFACES SO AS NOT TO IMPEDE THE FLOW OF DRAINAGE INTO LANDSCAPED AREAS AND TO ALLOW FOR A 3-INCH MULCH LAYER.

21. THE LOCATION OF PLANT MATERIAL AS SHOWN ON THESE PLANS IS FINAL. THE FINAL LOCATIONS CAN BE ADJUSTED ON SITE TO ACCOMMODATE UNFORESEEN FIELD CONDITIONS. THESE CHANGES MUST COMPLY WITH ALL SAFETY SETBACK CRITERIA AND BE DIRECTED OR APPROVED BY THE CONSULTANT AND THE COUNTY CODES.

22. REPORT ANY AND ALL DISCREPANCIES BETWEEN THE CONSTRUCTION DRAWINGS AND FIELD CONDITIONS TO THE CONSULTANT AND COUNTY IMMEDIATELY.

23. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL PLANT COUNTS AND REPORT ANY DISCREPANCIES TO THE CONSULTANT AND COUNTY PRIOR TO CONSTRUCTION.

24. BEFORE CONSTRUCTION BEGINS THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES AND SHALL AVOID DAMAGE TO ALL UTILITIES DURING CONSTRUCTION. IF SUCH DAMAGE OCCURS THE CONTRACTOR IS RESPONSIBLE FOR ANY NECESSARY REPAIRS AND THEY SHOULD BE MADE IMMEDIATELY AT THE CONTRACTORS EXPENSE.

25. ALL WORK MUST COMPLY WITH THE FLORIDA STATE STATUTE 553.81- "PROTECTION OF UNDERGROUND PIPELINES."

26. THE CONTRACTOR MUST COMPLY WITH ALL STATE AND LOCAL WATER QUALITY STANDARDS.

27. THE LOCATION OF ALL THE UTILITIES SHOWN ON THE PLAN IS APPROXIMATE. THE EXACT LOCATION SHALL BE DETERMINED BY THE CONTRACTOR ON SITE. ALL PLANTING MAY BE ADJUSTED TO AVOID CONFLICTS WITH UTILITIES AND/OR EXISTING ABOVE GROUND ELEMENTS. ANY ADJUSTMENTS GREATER THAN 10 FEET SHALL BE DONE ONLY WITH THE APPROVAL OF THE CONSULTANT AND THE COUNTY.

28. CAUTION SHOULD BE EXERCISED WHEN WORKING NEAR EXISTING PLANTING AND ANY FURNISHING THAT IS TO REMAIN ON SITE TO PREVENT ANY DAMAGE. ANY SIGNS, STRUCTURES, OR PLANTING SHALL BE REPLACED AT THE CONTRACTORS EXPENSE IF DAMAGED BEYOND USE. DAMAGED BEYOND USE WILL BE DETERMINED BY THE CONSULTANT AND THE COUNTY.

29. ANY PUBLIC LAND CORNER WITHIN THE LIMITS OF CONSTRUCTION IS TO BE PROTECTED. IF A CORNER MONUMENT IS IN DANGER OF BEING DESTROYED AND HAS NOT BEEN PROPERLY REFERENCED, THE CONTRACTOR SHALL NOTIFY THE DISTRICT LOCATION SURVEYOR IMMEDIATELY.

30. MAINTENANCE OF TRAFFIC FOR THIS PROJECT SHALL BE IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS (U.S. DEPARTMENT OF TRANSPORTATION, F.H.W.A.). ATTENTION IS DIRECTED TO STANDARD INDEX NUMBER 623 OF THE ROADWAY AND TRAFFIC DESIGN STANDARDS.

31. THE CONTRACTOR SHALL INSURE THAT INSTALLATION OF ALL PLANTING IN MEDIANS AND RIGHT OF WAYS CONFORMS TO CRITERIA SET FORTH IN F.D.O.T. ROADWAY AND TRAFFIC DESIGN STANDARDS AND IN F.D.O.T. MAINTENANCE RATING PROGRAM.

32. ANY MAINTENANCE THAT INVOLVES TRAFFIC ACTIVITY SHALL BE COORDINATED WITH THE COUNTY BEFORE AND DURING CONSTRUCTION ACTIVITIES.

33. CONTRACTOR IS RESPONSIBLE FOR CLEANING ALL WORK AREAS AT THE END OF EACH WORKING DAY. ANY DEBRIS SHALL BE COLLECTED AND DEPOSITED APPROPRIATELY OFF SITE DAILY. ALL MATERIALS, PRODUCTS, AND EQUIPMENT SHALL BE STORED IN AN ORGANIZED FASHION.

34. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS THAT ARE REQUIRED BY THE CITY FOR TREE REMOVAL, RELOCATION, TREE PROTECTION OR INSTALLATION BEFORE BEGINNING WORK.

35. ALL EXISTING TREES TO REMAIN SHALL BE PROTECTED BY INSTALLING PROTECTIVE BARRIERS AROUND THE DRIP LINE OF TREES. THESE PROTECTIVE BARRIERS SHALL BE SEEN EASILY BY OPERATORS OF TRUCKS AND OTHER EQUIPMENT. THEY SHALL BE CONSTRUCTED OF STURDY MATERIALS (NOT FLAGGING OR RIBBON) AND SHALL BE INSTALLED PRIOR TO AND DURING CONSTRUCTION.

36. DO NOT STORE OR USE ANY MATERIALS OR EQUIPMENT WITHIN THE DRIP LINE OF ANY TREE THAT IS TO BE RELOCATED OR PROTECTED IN PLACE UNLESS THE ACTIVITY IS BEING DONE TO PROTECT THE TREES.

37. DO NOT DISCHARGE OR CONTAMINATE THE SOIL WITHIN THE DRIP LINE OF ANY OF THE TREES TO BE RELOCATED OR PROTECTED IN PLACE. THIS INCLUDES SUBSTANCES SUCH AS PAINT, OIL, SOLVENTS, PETROLEUM PRODUCTS, ASPHALT, CONCRETE, MORTAR, OR ANY OTHER MATERIAL THAT MAY CAUSE DAMAGE TO THE TREE'S ROOT SYSTEM.

38. CLEARING OF VEGETATION WITHIN THE DRIP LINE OF THE TREES DESIGNATED TO BE PROTECTED IN PLACE OR RELOCATED SHALL BE PERFORMED CAUTIOUSLY WITH HAND TOOLS TO MINIMIZE ANY DAMAGE TO THE TREE'S ROOT SYSTEM.

39. DO NOT ATTACH ANYTHING TO TREES THAT ARE TO REMAIN ON THE SITE UNLESS IT IS SOMETHING THAT WILL PROTECT AND NOT DAMAGE THE TREE.

40. KEEP A NATURAL GRADE ABOVE THE DRIP LINE ON ANY TREE THAT IS TO BE PROTECTED IN PLACE. ANY PRESERVED TREES DISTURBED DURING CONSTRUCTION MUST BE RETURNED TO ITS ORIGINAL GRADE AFTER CONSTRUCTION.

41. ALL LANDSCAPE AND PLANTING SHALL COMPLY WITH COUNTY LAND USE POLICY AND WITH CHAPTER 62B-55 OF THE FLORIDA ADMINISTRATIVE CODE.

42. ALL PLANT MATERIAL FURNISHED BY THE CONTRACTOR UNLESS OTHERWISE SPECIFIED SHALL BE FLORIDA NO. 1 GRADE OR BETTER, AND SHALL BE INSTALLED AS SPECIFIED IN "GRADES AND STANDARDS FOR NURSERY PLANTS," PUBLISHED BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES. ALL PLANT MATERIAL MUST BE HEALTHY, VIGOROUS MATERIALS, FREE OF PESTS AND DISEASES.

43. ALL SIZES SHOWN FOR PLANT MATERIAL ON THE PLAN ARE TO BE CONSIDERED AS MINIMUMS. ALL PLANT MATERIAL MUST MEET OR EXCEED THESE MINIMUM REQUIREMENTS FOR BOTH HEIGHT AND SPREAD. ANY OTHER REQUIREMENTS FOR SPECIFIC SHAPE OR EFFECT AS NOTED ON THE PLAN OR SPECIFICATIONS WILL ALSO BE REQUIRED FOR ACCEPTANCE. ANY SUBSTITUTIONS MUST BE APPROVED BY THE CONSULTANT AND THE COUNTY.

44. THE CONTRACTOR IS RESPONSIBLE FOR ALL PLANTING MEETING SPECIFICATIONS AS NOTED BEFORE INSTALLATION. CONTRACTOR SHALL IMMEDIATELY REMOVE ALL PLANTING THAT DOES NOT MEET SPECIFICATIONS AND BE HELD RESPONSIBLE TO REPLACE IT WITH APPROPRIATE PLANTING.

45. IN THE EVENT OF A VARIATION BETWEEN THE PLANT LISTS AND THE ACTUAL QUANTITY OF PLANTS SHOWN, THE PLANS HOLD TRUE.

46. ALL ROOT BALLS SHALL CONFORM TO THE SIZE STANDARDS SET FORTH

47. ALL PLANT MATERIALS MUST BE PROTECTED DURING TRANSPORT AND DELIVERY TO THE JOB SITE WITH SHADE CLOTH OR OTHER ACCEPTABLE MEANS OF WINDBURN PREVENTION.

48. CONTRACTORS SHALL FIELD VERIFY ALL INFORMATION PRIOR TO INITIATING PLANTING INSTALLATION. ALL EXISTING PLANTING SHALL REMAIN INTACT AND UNDISTURBED UNLESS OTHERWISE NOTED ON THE PLANS.

49. CONTRACTOR SHALL FIELD STAKE THE LOCATION OF ALL PLANT MATERIAL PRIOR TO INSTALLATION FOR THE REVIEW AND APPROVAL OF THE CONSULTANT.

50. ALL TREES MUST BE FLORIDA #1, STRAIGHT TRUNKED, FULL HEADED, AND MEET ALL REQUIREMENTS SPECIFIED.

51. CONTRACTOR TO REPLACE REJECTED PLANT MATERIAL WITHIN ONE WEEK OF NOTICE.

52. INSTALLATION- ALL PLANT MATERIAL SHALL BE INSTALLED IN A SOUND HIGH QUALITY MANNER AND ACCORDING TO GOOD PLANTING PROCEDURES WITH THE QUALITY OF PLANT MATERIALS AS HEREINAFTER DESCRIBED. ALL ELEMENTS OF LANDSCAPING SHALL BE INSTALLED SO AS TO MEET ALL APPLICABLE ORDINANCES AND CODE REQUIREMENTS.

53. CONTRACTOR IS RESPONSIBLE FOR WATERING AND MAINTAINING ALL TREES AND LANDSCAPE PER DIVISION 32. CONTRACTOR SHALL INSURE THAT ALL DRAINAGE AND PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION OF PLANT MATERIAL. CONTRACTOR IS RESPONSIBLE FOR REPLACEMENT OF PLANTS IF DEAD OR DYING PRIOR TO FINAL ACCEPTANCE.

54. TYPICALLY, SHRUB AND GROUNDCOVER PLANTINGS ARE SHOWN AS MASS PLANTING BEDS. PLANTS SHOULD BE PLACED ON A TRIANGULAR SPACING SHOWN IN THE PLANTING DETAILS. PLANT CENTER TO CENTER DIMENSIONS (O.C.) ARE LISTED ON THE PLANT LIST.

55. TREES GROWN IN GROW BAGS OR GROW BAG TYPE MATERIAL MUST HAVE THE GROW BAG REMOVED ENTIRELY BEFORE PLANTING.

56. BALLED AND BURLAPPED MATERIAL SHALL HAVE THE TOP ONE HALF (½) OF THE BURLAP AROUND THE BASE OF THE TRUNK CUT AND PULLED BACK. DO NOT REMOVE THE BURLAP BUT WIRE CAGES, STRAPS, ETC. MUST BE CUT AND REMOVED COMPLETELY BEFORE INSTALLATION.

57. CONTRACTOR SHALL REFER TO THE LANDSCAPE PLANTING DETAILS, PLANT LIST, GENERAL NOTES, AND ANY OTHER MATERIALS FROM THE LANDSCAPE ARCHITECT FOR COMPLETE LANDSCAPE PLANTING INSTRUCTIONS.

58. THE FOLLOWING GUIDELINES SHALL BE FOLLOWED TO ENSURE SUCCESSFUL TRANSPLANTING OF TREES:
   a. ANY TREE BEING RELOCATED SHALL NOT BE UNNECESSARILY DAMAGED DURING REMOVAL, TRANSPORT, OR REPLANTING OF THAT TREE.
   b. TREES MUST BE ROOT PRUNED APPROPRIATELY PRIOR TO REMOVAL .
   c. DURING AND FOLLOWING TRANSPLANTING THE ROOT BALL MUST BE KEPT MOIST AT ALL TIMES.
   d. TRANSPLANTED TREES SHALL BE BRACED AT LEAST ONE FULL YEAR.
   e. TRANSPLANTED TREES SHALL NOT BE FERTILIZED AT PLANTING TIME BUT SHALL BE WATERED SUFFICIENTLY UNTIL THE TREE GROWTH IS REESTABLISHED.
   f. RELOCATED TREES/PALMS WILL BE MOVED IN ACCORDANCE WITH MINIMUM STANDARDS SET FORTH IN ANSI A-300
   g. ALL CROWN PRUNING SHALL BE DONE IN ACCORDANCE WITH NATIONAL ARBORIST ASSOCIATION STANDARDS OR PALM PRUNING IN ACCORDANCE WITH CITY STANDARDS.

59. CONTRACTOR SHALL REGRADE ALL AREAS DISTURBED BY PLANT REMOVAL, RELOCATION, AND/OR INSTALLATION WORK. CONTRACTOR SHALL REPLACE (BY EQUAL SIZE AND QUALITY) ANY AND ALL EXISTING PLANT MATERIAL DISTURBED OR DAMAGED BY PLANT REMOVAL, RELOCATION OR INSTALLATION.

60. CONTRACTOR SHALL BE RESPONSIBLE TO REPLACE ALL PORTIONS OF EXISTING LAWN AREAS DAMAGED WHILE COMPLETING PLANTING INSTALLATION WITH SAME GRASS SPECIES TO THE SATISFACTION OF THE CONSULTANT AND THE COUNTY.

61. GENERAL GRADING TO APPROXIMATELY 1 INCH SHALL BE PROVIDED BY THE CONTRACTOR. ALL FINISHED SITE GRADING AND FINAL DECORATIVE BERM SHAPING SHALL BE PROVIDED BY THE CONTRACTOR.

62. ALL LANDSCAPE MATERIALS SHALL BE MAINTAINED TO PROVIDE CONTINUOUS CLEAR ZONES FOR SIGHT VISIBILITY FOR PEDESTRIANS AND VEHICULAR TRAFFIC AND LANDSCAPE MAINTENANCE SHALL CONFORM TO STANDARD INDEX 546 CRITERIA SET FORTH IN F.D.O.T. ROADWAY AND TRAFFIC DESIGN STANDARDS.

63. APPLICATION/ SCHEDULE: WATER NEW TREES, PALMS, AND SHRUBS EVERY DAY FOR THE FIRST TWO WEEKS, THREE TIMES A WEEK FOR THE SECOND TWO WEEKS, AND THEN TWICE A WEEK FOR THE NEXT EIGHT WEEKS FOR A TOTAL OF A 90 DAY WATERING PERIOD. NO FURTHER WATERING WILL BE REQUIRED. HAND WATERING SCHEDULE TO START AT FINAL ACCEPTANCE OF PROJECT.

64. EARTH BERM 4" HIGH OUTSIDE THE PROPOSED ROOT BALL PRIOR TO WATERING. APPLY A MINIMUM OF 4" OF WATER WITHIN THE SAUCER, OR 1-3 GALLONS PER INCH OF TRUNK DIAMETER, WHICH EVER IS MORE AT EACH WATERING. WATER APPLICATION SHOULD SATURATE THE ROOT BALL TO ITS ENTIRE DEPTH. DO NOT WATER IF ROOT BALL IS ALREADY SATURATED.

65. HANDWATERING IS IN ADDITION TO THE UNDERGROUND IRRIGATION SYSTEM.

66. THE CONTRACTOR MUST REPAIR, AT CONTRACTOR'S SOLE COST, ALL DAMAGE DONE TO ANY NEW OR EXISTING LANDSCAPE ITEMS. DURING THE COURSE OF CONSTRUCTION, INCLUDING BUT NOT LIMITED TO NOT LIMITED TO TREES, SHRUBS, GROUNDCOVER, SOD OR ASSOCIATED PROPERTY, OR IRRIGATION SYSTEMS EQUIPMENT, ETC. AND MUST BEAR ALL COSTS ASSOCIATED WITH SAME TO INCLUDE, BUT NOT BE LIMITED TO, REDESIGN, RE-SURVEY, RE-PERMITTING AND CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE FOR AND MUST REPLACE ALL LANDSCAPE RELATED ITEMS, AND ANY UNDERGROUND ACCESSORY EQUIPMENT DAMAGED DURING CONSTRUCTION AND MUST BEAR ALL COSTS ASSOCIATED WITH SAME. THE REPAIR OF ANY SUCH NEW OR EXISTING CONSTRUCTION OR PROPERTY MUST RESTORE SUCH CONDITIONS PRIOR TO COMMENCEMENT OF THE CONSTRUCTION, AND IN CONFORMANCE WITH APPLICABLE CODES, LAWS, RULES, REGULATIONS, STATUTORY REQUIREMENTS AND STATUTES. THE CONTRACTOR MUST BEAR ALL COSTS ASSOCIATED WITH SAME. THE CONTRACTOR MUST, PROMPTLY, DOCUMENT ALL EXISTING DAMAGE AND NOTIFY, IN WRITING, THE OWNER AND THE CONSTRUCTION MANAGER PRIOR TO THE START OF CONSTRUCTION.

SOIL PREPARATION, SOIL MIX, FERTILIZER, & MULCH NOTES:

1. ENSURE THAT ALL PLANTING SOIL IS FERTILE, FRIABLE, NATURAL LOAM SURFACE SOIL, REASONABLY FREE OF SUBSOIL, CLAY LUMPS, WEEDS AND OTHER LITTER, AND FREE OF ROOTS,STUMPS AND STONES LARGER THAN ONE INCH IN ANY DIMENSION, AND OTHER EXTRANEOUS OR TOXIC MATTER HARMFUL TO PLANT GROWTH. SHOULD ANY SOIL AMENDMENT BE NECESSARY, THE CONTRACTOR SHALL BRING THIS TO THE ATTENTION OF THE CONSULTANT AND THE COUNTY.
2. APPLY APPROVED HERBICIDE- ACCORDING TO MANUFACTURERS RATE AND SPECS WITHIN LIMITS OF ALL AREAS TO BE PLANTED. PROTECT EXISTING PLANTS TO REMAIN FROM OVERSPRAY OR SPRAY WITHIN ROOT ZONE. CONTRACTOR AND COUNTY TO ENSURE TOTAL WEED ERADICATION.
3. SCARIFY SUBSOIL TO A DEPTH OF 3 INCHES.
4. PLANTING MIX FOR TREES, SHRUBS, AND GROUNDCOVERS SHALL CONSIST OF A THOROUGHLY BLENDED MIXTURE OF:
   A. 20% TOPSOIL
   B. 10% PEAT OR COMPOST
   C. 70% SAND
5. PLANTING MIX FOR BACKFILL AROUND ROOT BALLS OF PALMS:
   A. 90% NATIVE SAND FROM ON SITE OR APPROVED SUBSTITUTE
   B. 10% TOPSOIL
6. FERTILIZE ALL TREES, SHRUBS AND GROUNDCOVER WITH PLANTING TABLETS 20-20-5 FORMULA, 21 GRAM.
7. ALL SHRUB BEDS SHALL BE EXCAVATED TO A MINIMUM DEPTH OF 24" AND BACK FILLED WITH THE SPECIFIED MIXTURE.
8. SMOOTH ALL PREPARED TOPSOIL TO 3" EXCEPT WITHIN DRIP LINES OF EXISTING TREES AND 4" BELOW TOP OF SURROUNDING PAVING EDGES. REMOVE ALL ROCKS AND OTHER OBJECTS OVER 1" IN DIAMETER.
9. FINISH GRADE ALL PREPARED TOPSOIL AREAS TO A SMOOTH, EVEN SURFACE ASSURING POSITIVE DRAINAGE AWAY FROM THE STRUCTURES AND ELIMINATE ANY LOW AREAS WHICH MAY COLLECT WATER.
10. TOPSOIL SHALL NOT BE EXTREMELY ACIDIC OR ALKALINE, NOR CONTAIN ANY TOXIC SUBSTANCE WHICH MAY BE HARMFUL TO PLANT GROWTH. THE PH SHALL BE IN THE RANGE OF 5.5-6.5.
11. CONTRACTOR SHALL MULCH ALL PLANTING MATERIAL THROUGHOUT AND COMPLETELY TO A 3 INCH DEPTH WITH CLEAN, WEED FREE FLORAMULCH
12. MINIMUM OF 2" TOPSOIL MUST BE ADDED UNDER ALL SODDED AREAS.

IRRIGATION NOTES:

1. XERISCAPE PRINCIPLES HAVE BEEN APPLIED TO THIS LANDSCAPE PLAN AS SPECIFIED IN SFWMD's XERISCAPE PLANT GUIDE II AND SHALL BE APPLIED ALL THROUGHOUT LANDSCAPE INSTALLATION AND MAINTENANCE.
2. THE CONTRACTOR SHALL MAINTAIN TEMPORARY IRRIGATION OR PROVIDE HAND WATERING FOR ALL RELOCATED TREES AND PALMS FROM NOTICE TO PROCEED UNTIL PERMANENT IRRIGATION SYSTEM IS OPERABLE.
3. THE IRRIGATION SYSTEM SHALL BE CONFIGURED TO ACCOMMODATE EXISTING TREES AND PALMS PER PLANS.
4. ALL LANDSCAPED AREAS MUST BE IRRIGATED IN ACCORDANCE WITH ALL LOCAL/ COUNTY REQUIREMENTS.
5. REMOVE EXISTING IRRIGATION EQUIPMENT WHICH INTERFERES WITH ANY CONSTRUCTION. THIS INCLUDES, BUT IS NOT LIMITED TO, CONTROLLERS, SPRINKLER HEADS, PIPE, QUICK COUPLERS, BACKFLOW PREVENTERS, CONTROL WIRE AND CONDUITS. ADDITIONALLY THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE EXISTING SYSTEM THROUGHOUT THE CONSTRUCTION PROCESS.
6. CONTRACTOR SHALL COORDINATE ALL PLANTING WORK WITH IRRIGATION WORK. INSPECT IRRIGATION SYSTEM AND INSURE THAT ADEQUATE WATER IS AVAILABLE BEFORE BEGINNING PLANTING OPERATIONS. IRRIGATION SYSTEMS WILL NOT PROVIDE SUFFICIENT QUANTITIES OF WATER FOR NEWLY PLANTED MATERIALS. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR DEEP ROOT HAND WATERING.
7. IF PROVIDED, REFER TO IRRIGATION PLANS FOR ADDITIONAL NOTES AND DETAILS.

PLANT SCHEDULE

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	NATIVE	DROUGHT	
EXISTING TREES & PALMS									
	QV-E	2	QUERCUS VIRGINIANA	SOUTHERN LIVE OAK	2" CAL. 10' OA. HT.	CONT./B&B	NATIVE	TOLERANT	
LARGE TREES									
	JS	4	JUNIPERUS VIRGINIANA SILICICOLA	SOUTHERN REDCEDAR	2" CAL. 10' OA. HT.	CONT./B&B	NATIVE	TOLERANT	
	MG	7	MAGNOLIA GRANDIFLORA	SOUTHERN MAGNOLIA	2" CAL. 10' OA. HT.	CONT./B&B	NATIVE	TOLERANT	
	QV	11	QUERCUS VIRGINIANA	SOUTHERN LIVE OAK	2" CAL. 10' OA. HT.	CONT./B&B	NATIVE	TOLERANT	
MEDIUM TREES									
	IV	3	ILEX VOMITORIA	YAUPON HOLLY	2" CAL. 10' OA. HT.	CONT./B&B	NATIVE	TOLERANT	
	LJ	2	LIGUSTRUM JAPONICUM	JAPANESE PRIVET	2" CAL. 10' OA. HT.	CONT./B&B	NATIVE	TOLERANT	
PALMS									
	SP	9	SABAL PALMETTO	CABBAGE PALMETTO	12` G.W. MIN. HT. - STAGGER PALM HEIGHT IN GROUPS	B&B	NATIVE	TOLERANT	
	WR	9	WASHINGTONIA ROBUSTA	MEXICAN FAN PALM	12` G.W. MIN. HT. - STAGGER PALM HEIGHT IN GROUPS	B&B	NO	TOLERANT	

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	NATIVE	DROUGHT	SPACING
PLANTERS									
	ERH	3	ERANTHIS HYEMALIS	WINTER ACONITE	12" HT. X 12" SPRD.	CONTAINER			8" o.c.
	LOE	8	LOBELIA ERINUS	EDGING LOBELIA	12" HT. X 12" SPRD.	CONTAINER			6" o.c.
	PAH	2	PENNISETUM ALOPECUROIDES 'HAMELN'	HAMELN FOUNTAIN GRASS	12" HT. X 12" SPRD.	CONTAINER			18" o.c.
	SSE	5	SOLENOSTEMON SCUTELLARIOIDES 'ELECTRIC SLIDE'	ELECTRIC SLIDE COLEUS	12" HT. X 12" SPRD.	CONTAINER			6" o.c.

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	NATIVE	DROUGHT TOLERANT	SPACING
SHRUB AREAS									
	IVN	52	ILEX VOMITORIA 'NANA'	DWARF YAUPON HOLLY	24" HT. X 24" SPRD.	CONTAINER	NATIVE	TOLERANT	36" o.c.
	JUC	59	JUNIPERUS CHINENSIS	JUNIPER	18" HT. X 18" SPRD.	CONTAINER	NO	TOLERANT	24" o.c.
	LIM	79	LIRIOPE MUSCARI	BIG BLUE LILYTURF	24" HT. X 24" SPRD.	CONTAINER	NO	TOLERANT	24" o.c.
	MUH	10	MUHLENBERGIA CAPILLARIS	PINK MUHLY GRASS	24" HT. X 24" SPRD.	CONTAINER	NATIVE	TOLERANT	24" o.c.
	POM	66	PODOCARPUS MACROPHYLLUS	YEW PODOCARPUS	24" HT. X 24" SPRD.	CONTAINER	NO	TOLERANT	24" o.c.
	VIS	269	VIBURNUM SUSPENSUM	SANDANKWA VIBURNUM	36" HT. X 24" SPRD.	CONTAINER	NATIVE	TOLERANT	36" o.c.
GROUND COVERS									
	TAJ	237	TRACHELOSPERMUM ASIATICUM	ASIATIC JASMINE	12' HT X 12" SPREAD	CONTAINER	NO	TOLERANT	18" o.c.
SOD									
	SOD-1	13,356 SF	STENOTAPHRUM SECUNDATUM 'PALMETTO'	PALMETTO ST. AUGUSTINE GRASS	SOD	FULL, TIGHT COVERAGE			

THIS PLAN TO BE UTILIZED FOR LANDSCAPE PURPOSES ONLY

BOHLER™
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
SUSTAINABLE DESIGN
PERMITTING SERVICES
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REVISIONS

REV	DATE	COMMENT	DRAWN BY / CHECKED BY

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Check positive response codes before you dig!

PRELIMINARY

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PROJECT No.:	FLC240030.00-A
DRAWN BY:	EP
CHECKED BY:	KA/BW
DATE:	01/30/2025
CAD I.D.:	X-CIVL-LAND

PROJECT:

LAND DEVELOPMENT PLANS

FOR

WAWA

PROPOSED COMMERCIAL DEVELOPMENT

10 W HICKPOCHEE AVE
LABELLE, FL 33935
CITY OF LABELLE
HENDRY COUNTY

BOHLER
1 SE 3rd AVENUE
SUITE 2700
MIAMI, FLORIDA 33131
Phone: (786) 681-0800
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY KEVIN JOHN AUST, PLA, ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

SHEET TITLE:

LANDSCAPE NOTES

SHEET NUMBER:

C-703

ORG. DATE - 01/30/2025

\\BOHLERENG.NET\SHARES\FL-PROJECTS\2024\FLC240030.00\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLANS\P-CIVL-LAND-FLC240030.00-0A----->LAYOUT: C-703 LANDSCAPE NOTES
EP



1 A0.10 FRONT ELEVATION
3/16" = 1'-0"

NOTE: PLANTERS AND SEATING ARE NOT STANDARD, INCLUDE ONLY PER SITE REQUIREMENTS



2 A0.10 REAR ELEVATION
3/16" = 1'-0"

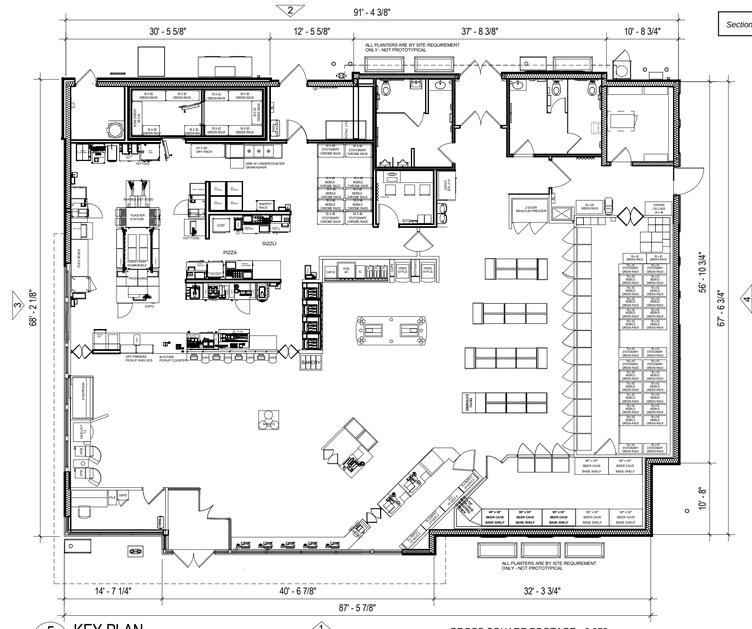
NOTE: PLANTERS AND SEATING ARE NOT STANDARD, INCLUDE ONLY PER SITE SPECIFIC REQUIREMENTS



3 A0.10 LEFT ELEVATION
3/16" = 1'-0"



4 A0.10 RIGHT ELEVATION
3/16" = 1'-0"



5 A0.10 KEY PLAN
3/32" = 1'-0"

GROSS SQUARE FOOTAGE - 6,372

MATERIALS:

1 BRICK

2 COMPOSITE SIDING

3 EIFS OR STUCCO

4 ROOF: SLATE

5 TILE

6 METAL OVERHANG BRITE RED

HFA

U63FB FLY-THRU - STORE XXXX

STREET ADDRESS
CITY,STATE ZIP

Wawa

Exhibit A – Legal Description

DESCRIPTION OF PARCEL IN
SECTION 2, TOWNSHIP 29, RANGE 43 EAST
LABELLE, HENDRY COUNTY, FLORIDA

A tract or parcel of land situated in the State of Florida, County of Hendry, lying within Section 2, Township 29 South, Range 43 East, and further bounded and described as follows:

Commencing at the southwest corner of Block 1, Lot 8 of the Court-House Subdivision, recorded in Plat Book 2, Page 42, of the public records of Hendry County, Florida; thence, N00°26'02"W, along the west line of said Lot 8, for 66.39 feet, to the Point of Beginning of the herein described parcel, on the east right-of-way line of College Street (50' wide right-of-way); thence, continuing N00°26'02"W, along the west line of Block 1, Lots 8 through 15 of the Court-House Subdivision and the east right-of-way line of College Street, for 232.22 feet, to the south right-of-way line of Yeomens Avenue (50' wide right-of-way); thence, N00°25'53"W, crossing said Yeomens Avenue, for 50.00 feet, to the intersection of the north right-of-way line of said Yeomens Avenue with the east right-of-way line of College Street and the southwest corner of Block 4, Lot 28 of said Court-House Subdivision; thence, continuing N00°25'53"W, along the west line of Block 4, Lots 28 and 27 of the Court-House Subdivision and the east right-of-way line of College Street, for 50.00 feet, to the northwest corner of said Lot 27; thence, N89°16'53'E, along the north line of Block 4, Lots 27 and 2 of the Court-House Subdivision and crossing a 10-foot wide alley between said Lots 27 and 2, for 209.87 feet, to the northeast corner of said Bock 4, Lot 2 and the west right-of-way line of Main Street (50' wide right-of-way); thence, S00°26'23"E, along the east line of Block 4, Lots 2 and 1 of the Court-House Subdivision and the west right-of-way line of Main Street, for 50.00 feet, to the said north right-of-way line of Yeomans Avenue; thence, continuing S00°26'23"E, crossing said Yeomans Avenue, for 50.00 feet, to the intersection of the south right-of-way of Yeomans Avenue with the west right-of-way line of Main Street and the northeasterly corner of Block 1, Lot 16 of the Court-House Subdivision; thence, continuing S00°26'23"E, along the east line of Block 1, Lots 16 through 1 and the west right-of-way line of Main Street, for 206.04 feet; thence, S34°22'34"W, along the west right-of-way line of Main Street, for 43.79 feet, to the north right-of-way line of Hickpochee Avenue (variable width right-of-way); thence, along a non-tangent curve to the right with a radius of 4,636.66 feet, a central angle of 2°02'43", and a long chord of S86°12'33"W 165.50 feet, for an arc length of 165.51 feet, to the said east right-of-way line of College Street; thence N47°20'17"W, along the said west line of College Street, for 26.96 feet, to the Point of Beginning.

Parcel (including parts currently encumbered by Yeomens Avenue and the alley between Block 4, Lots 27/28 and 1/2) contains 72,113 sq. ft. (1.66 acres), more or less.

Bearings are based on the west right-of-way line of Main Street as bearing S00°26'23"E.

Joshua W. Bragg
Professional Surveyor and Mapper (LS 7243)
For the Firm of Haley Ward, Inc. (LB 8267)

JOSHUA W. BRAGG
LICENSE NUMBER
LS7243
STATE OF
FLORIDA
Professional Surveyor and Mapper

gor Boulevard, Fort Myers, FL 33919
T: 239.481.1331 | HALEYWARD.COM

EXHIBIT B - SCHEDULE OF USES

WAWA PUD

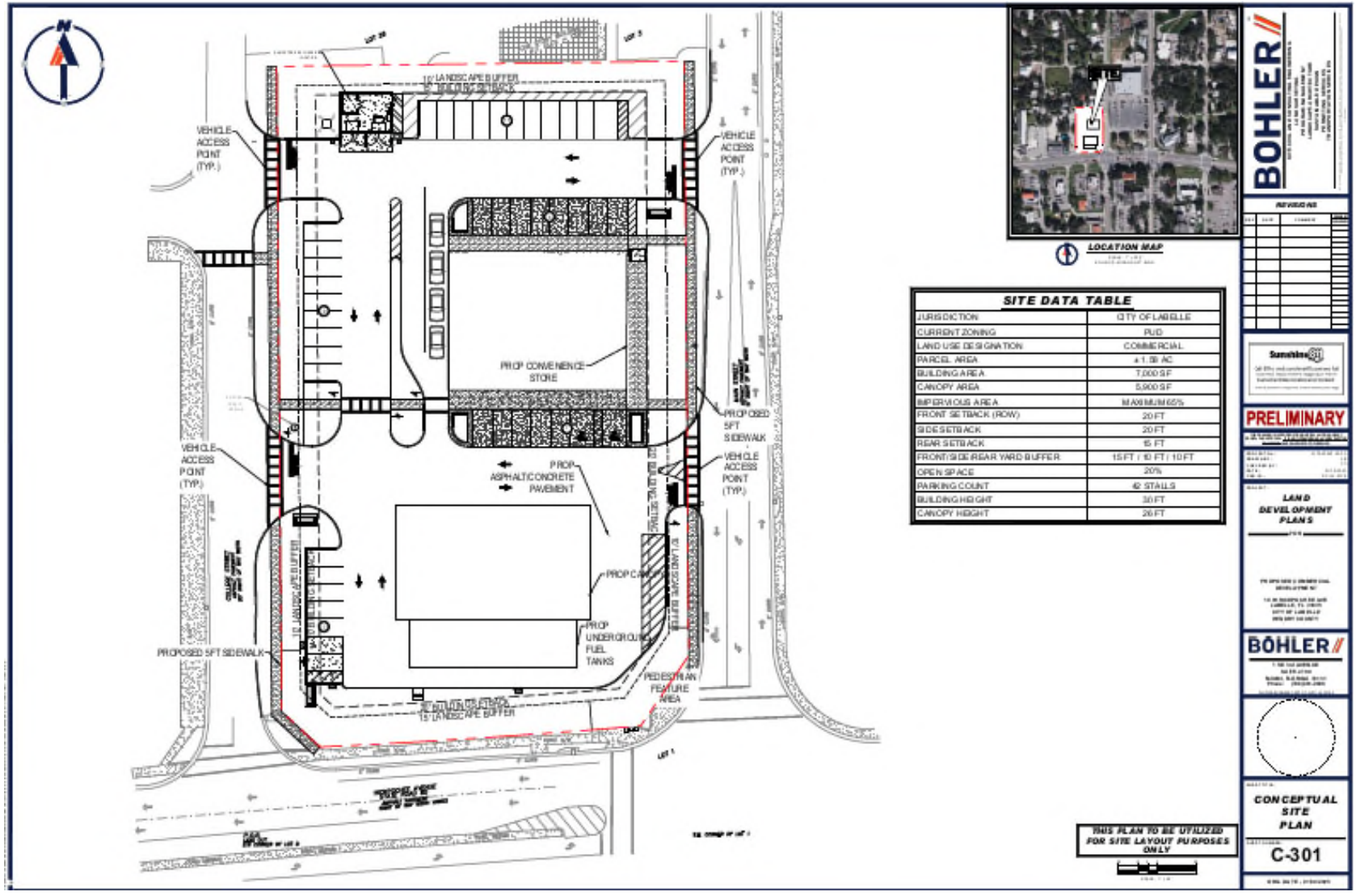
Accessory Use or Structure
Convenience Stores, with Gas Pumps
Food and Beverage Sales/Establishments
Drive-Thru (limited to a pick up lane only “fly-throug”)

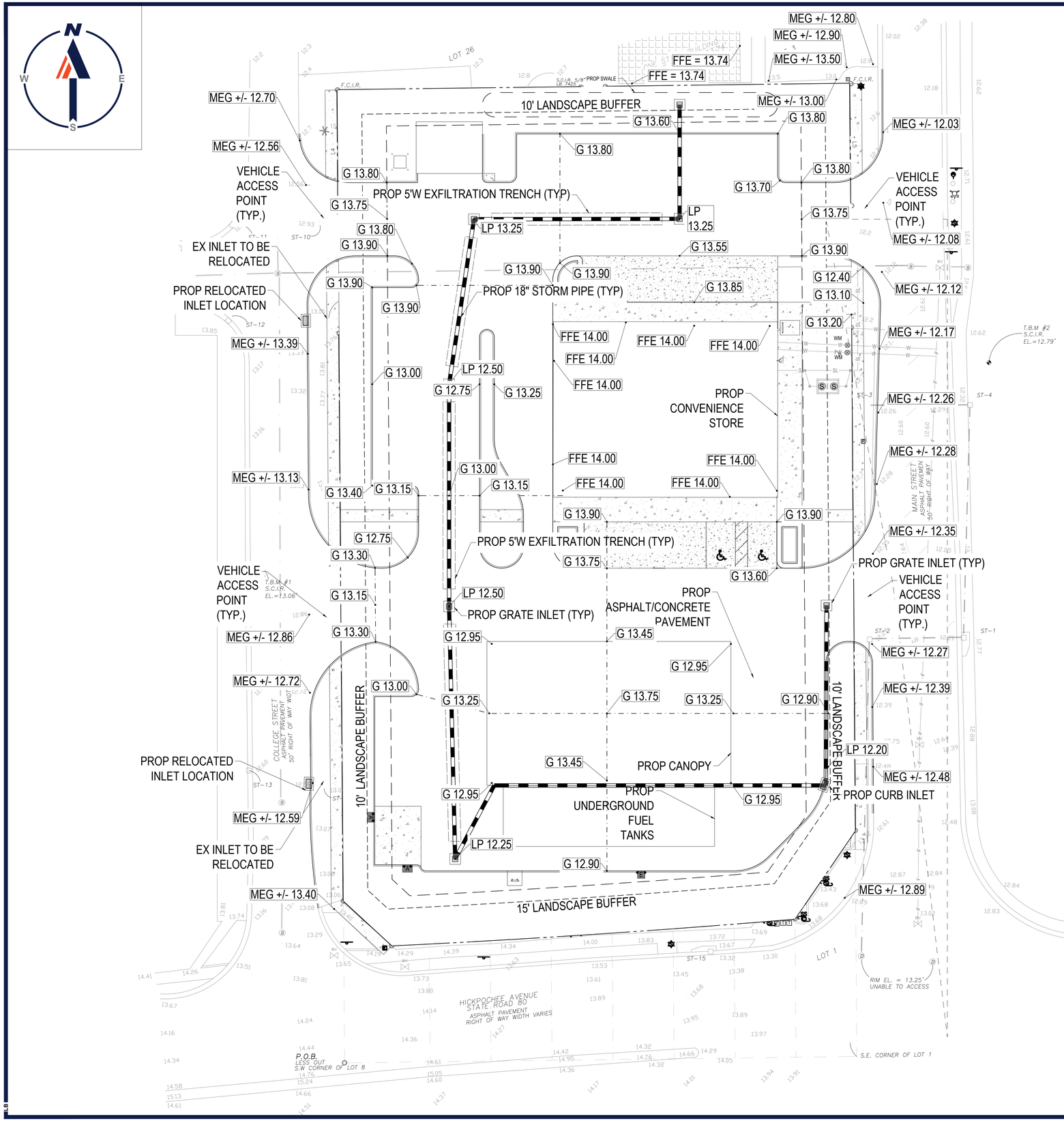
EXHIBIT C
SITE DEVELOPMENT REGULATIONS

Development Regulations Table

Minimum Lot Area	**20,000SF**
Minimum Lot Depth	**200 sq. ft.**
Minimum Lot Width	**100 sq. ft.**
Impervious Area	**65% maximum**
Front Yard Setback (SR 80)	**20 FT**
Side Yard (College and Main)	**20 FT**
Rear Yard (north property line)	**15 FT**
Max. Building Height	**30 FT**
Minimum Open Space	**20%**

Exhibit D – Master Concept Plan







LOCATION MAP
SCALE: 1" = 300'
SOURCE: MICROSOFT BING

SITE DATA TABLE

JURISDICTION	CITY OF LABELLE
CURRENT ZONING	PUD
LAND USE DESIGNATION	COMMERCIAL
PARCEL AREA	68,824 SF (1.58 AC)
BUILDING AREA	7,000 SF
CANOPY AREA	5,900 SF
PERVIOUS AREA	13,343 SF (0.31 AC)
IMPERVIOUS AREA	43,209 SF (0.99 AC)
FRONT SETBACK (ROW)	20 FT
SIDE SETBACK	20 FT
REAR SETBACK	15 FT
FRONT/SIDE/REAR YARD BUFFER	15 FT / 10 FT / 10 FT

THIS PLAN TO BE UTILIZED FOR SITE GRADING PURPOSES ONLY

20 10 5 0 20
SCALE: 1" = 20'

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REV	DATE	COMMENT	DRAWN BY / CHECKED BY

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PROJECT No.:	FLC240030.00-0A
DRAWN BY:	LB
CHECKED BY:	TP
DATE:	01/30/2025
CAD I.D.:	P-CIVL-GRAD

PROJECT:

LAND DEVELOPMENT PLANS

FOR

CLIENT: Wawa

PROPOSED COMMERCIAL DEVELOPMENT

10 W HICKPOCHEE AVE
LABELLE, FL 33935
CITY OF LABELLE
HENDRY COUNTY

BOHLER
1 SE 3rd AVENUE
SUITE 2700
MIAMI, FLORIDA 33131
Phone: (786) 681-0800
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

SHEET TITLE:

CONCEPTUAL GRADING PLAN

SHEET NUMBER:

C-401

ORG. DATE - 01/30/2025

I:\BOHLER\NG.NETSHARE\SFL-PROJECTS\2024\FLC240030.00\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLANS\P-CIVL-GRAD-FLC240030.00-0A-----LAYOUT: C-401 GRAD
LB

1 SE 3rd Avenue,
Miami, FL 33131
786.681.0800

Project: Wawa Labelle
Address: 10 W Hickpochee Ave, Labelle, FL 33935

Demand Flow Calculations

Potable water and sanitary sewer flow rates were determined as per F.A.C. Chapter 64E-6 with the basis that the sanitary sewer rates are 90% of the water demand. Sources and summary tables below:

Service stations per water closet	
(a) Open 16 hours per day or less	250
(b) Open more than 16 hours per day	325
Shopping centers without food or laundry per square foot of floor space	0.1

F.A.C. Chapter 64E-6 Potable Water Demand GPD

Service Station for Potable Water Flow Demand– 357.5 gpd
PROPOSED WATER CLOSET * MINIMUM RATE PER USE (GDP/WATER CLOSET) = AVERAGE DAILY FLOW (GPD)

Service station per water closet: (4 water closet)*(357.5 GPD/Water Closet) = 1,430 GDP

Total Average Daily Flow: 1,430 GPD

F.A.C. Chapter 64E-6 Sanitary Sewer Demand GPD

Service Station for Sanitary Sewer Flow Demand – 325 gpd
PROPOSED WATER CLOSET * MINIMUM RATE PER USE (GDP/WATER CLOSET) = AVERAGE DAILY FLOW (GPD)

Service station per water closet: (4 water closet)*(325 GPD/Water Closet) = 1,300 GDP

Total Average Daily Flow: 1,300 GPD

Hugo Vargas
Commissioner

Daniel W. Akin
Commissioner

Jackie Ratica
Commissioner

Bobbie Spratt
Commissioner

"The City of Oaks"

Julie C. Wilkins
Mayor

Sent via email:
ncameron@bohlereng.com

February 26, 2025

Nila Cameron, Sr. Administrative Assistant
Bohler Engineering

Project Name: Wawa LaBelle
Location: 10 W Hickpochee Ave, Labelle, FL 33935

Dear Ms. Cameron,

You have requested potable water and sewer service for the project referenced above. Your firm has indicated that this project has an estimated flow demand of approximately 1,430 gallons per day (water) and 1,300 gallons per day (sewer). Plant capacities are adequate; however, the Owner/Developer is required to install all off-site and on-site utility line extensions necessary to provide service to the project in accordance with The City of LaBelle Utilities specifications. Reservation of capacity can only be secured through approval of an appropriate development order and payment of connection fees.

An 8"/12" potable water main and an 8" gravity sewer line are in operation adjacent to the property mentioned above.

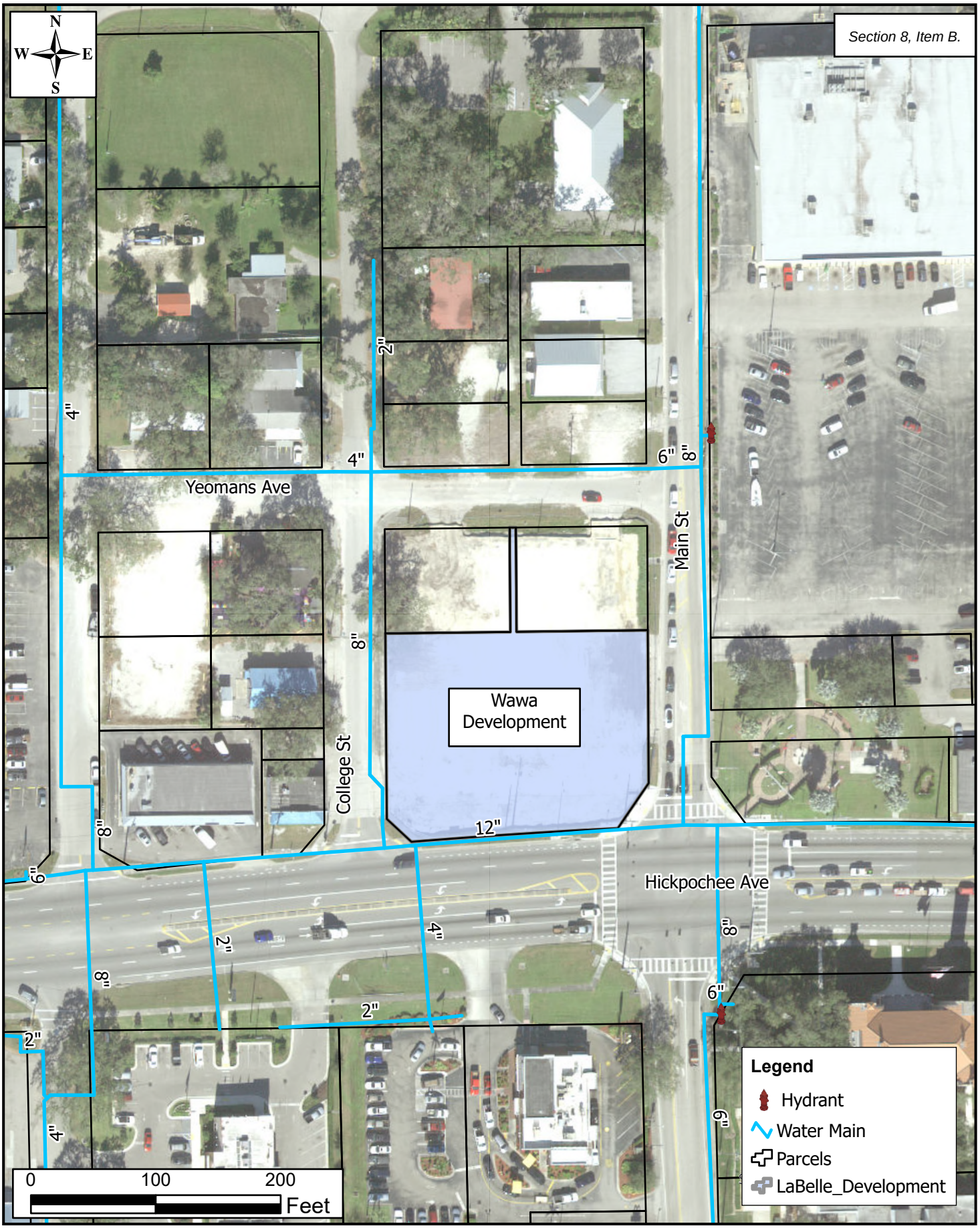
This letter should not be construed as a commitment or guarantee to serve nor as approval for construction, but only as to the availability of potable water and sewer at this time.

Attached are water and sewer maps for reference of the existing utilities.

Sincerely,

Mitchell Wills
Superintendent of
Public Works

Attachments: Sewer Service Map and Water Service Map
Email cc: City of LaBelle Planning and Zoning Review Team
Brett Goldstein- bgoldstein@bohlereng.com



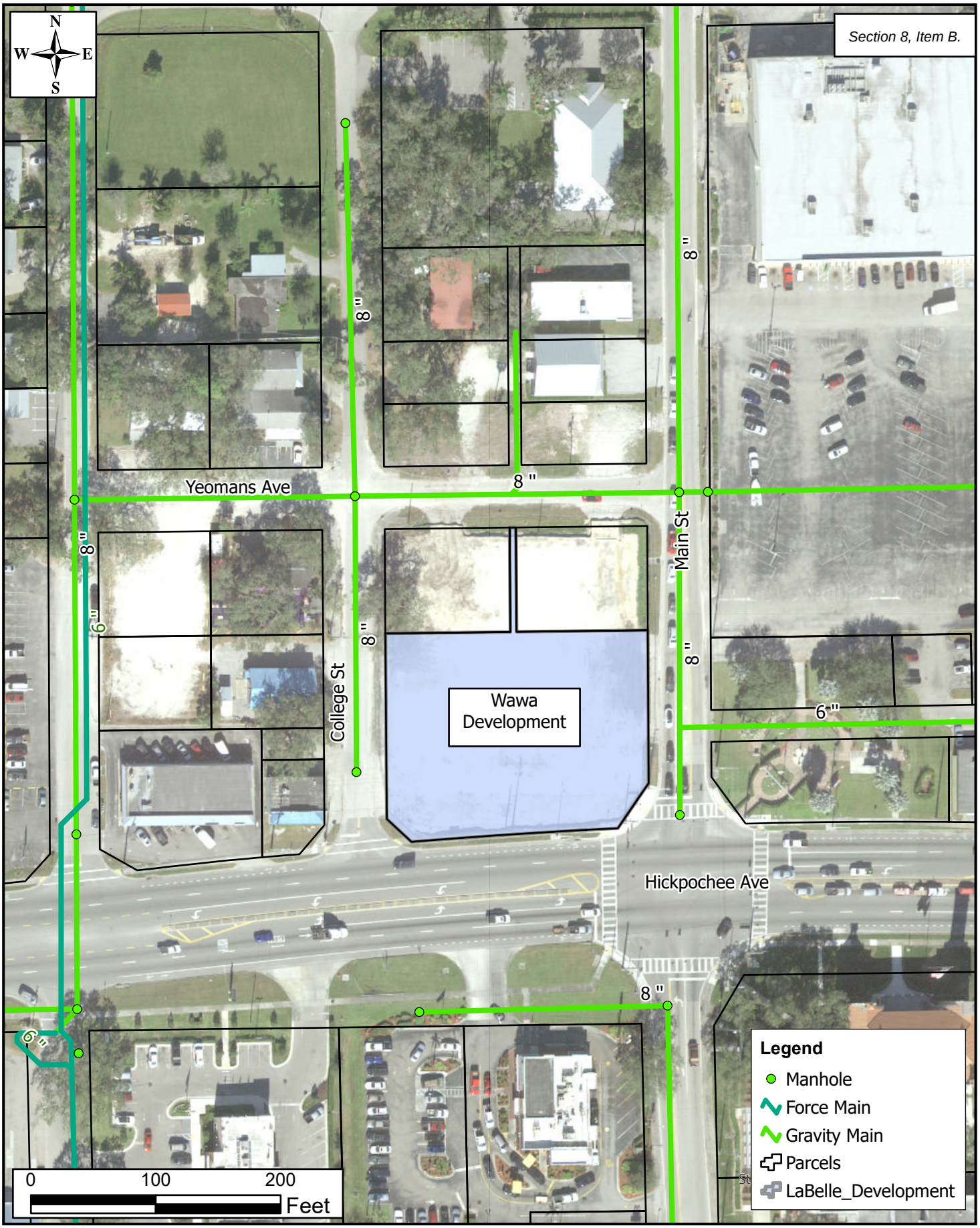
Wawa Development Map - Water

LaBelle, FL

DISCLAIMER: This map is for reference and discussion purposes only. Data provided are derived from multiple sources with varying levels of accuracy. The information shown hereon is not intended for site specific use or design.

FOUR WATERS ENGINEERI

File Name: 55_Wawa Path: P:\99-326_009 LaBelle Plan Reviews\55_ Wawa\55_Wawa.aprx Date Saved: 2/26/2025 9:56 AM



Wawa Development Map - Sewer

LaBelle, FL

DISCLAIMER: This map is for reference and discussion purposes only. Data provided are derived from multiple sources with varying levels of accuracy. The information shown hereon is not intended for site specific use or design.

FOUR WATERS ENGINEERI

File Name: 55_Wawa Path: P:\99-326_009 LaBelle Plan Reviews\55_ Wawa\55_Wawa.aprx Date Saved: 2/26/2025 9:56 AM

Hendry County Public Safety

PO Box 1760
LaBelle, Florida 33975-1760
Phone (863) 674-5412 Fax (863) 612-0723

AMY STAFFORD
OPERATIONS CHIEF
AMY.STAFFORD@HENDRYFLA.NET

SHEILA SHELTRA
EMS COORDINATOR
SHEILA.SHELTRA@HENDRYFLA.NET

DR. T. WEBER, M.D
MEDICAL DIRECTOR

07/02/2025

To Whom it May Concern:

I have been contacted regarding the proposed commercial development at 10 W Hickpochee Ave in the City of LaBelle. I have no objections to the development and can support the development. Please feel free to contact me with any questions.

Sincerely,

Amy M. Stafford
Hendry County Public Safety
EMS/Fire Operations Chief

LaBelle Fire Department

Brent R Stevens
Fire Chief
280 South Main Street LaBelle, Florida 33935
Station 863-675-1537 Cell 863-234-8639
bstevens@citylabelle.com

To:
Ben Zollman
Intern - Staff Engineer
1900 NW Corporate Boulevard, Suite 101E
Boca Raton, FL 33431
o 561-571-0280 / bzollman@bohlereng.com
www.BohlerEngineering.com

BOHLER

From: Brent Stevens, Fire Chief

Regarding:
Wawa Fuel Station and Building, 10 W Hickpochee Ave Labelle, FL 33935, City of Labelle, Hendry County

To whom it may concern,

After reviewing the provided information of the proposed commercial planned development (Wawa) at the location of 10 W Hickpochee Ave Labelle, FL 33935, City of Labelle, Hendry County. A proposed building of 5500 square feet, with fuel pumps on property.

The LaBelle Fire Department has determined that we do not foresee difficulty providing fire protection for the listed project. The LaBelle Fire Department has deemed that due to the size of the project with impact to availability vs capacity, proper capital for the project i.e., (fire station, fire apparatus, shovel ready land for the build of a fire department), fire impact fees, and/or builder agreements for capital may be applied to this project.

The LaBelle Fire Department reserves the right to review all documents regarding fire code compliance and will ensure all applicable fire codes are followed and enforced in the LaBelle Fire District.

Please feel free to contact the LaBelle Fire Department if you have any questions or concerns.

Chief Brent R. Stevens
LaBelle Fire Department
Office 863-675-1537
bstevens@citylabelle.com

Hugo Vargas
Commissioner

Daniel W. Akin
Commissioner

Jackie Ratica
Commissioner

Bobbie Spratt
Commissioner

"The City of Oaks"

Julie C. Wilkins
Mayor

Sent via email:
ncameron@bohlereng.com

February 26, 2025

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Location: 10 W Hickpochee Ave, Labelle, FL 33935

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Sincerely,

Mitchell Wills
Superintendent of
Public Works

Attachments: Sewer Service Map and Water Service Map
Email cc: City of LaBelle Planning and Zoning Review Team
Brett Goldstein- bgoldstein@bohlereng.com

WAWA LABELLE PUD

PUBLIC INFORMATION MEETING

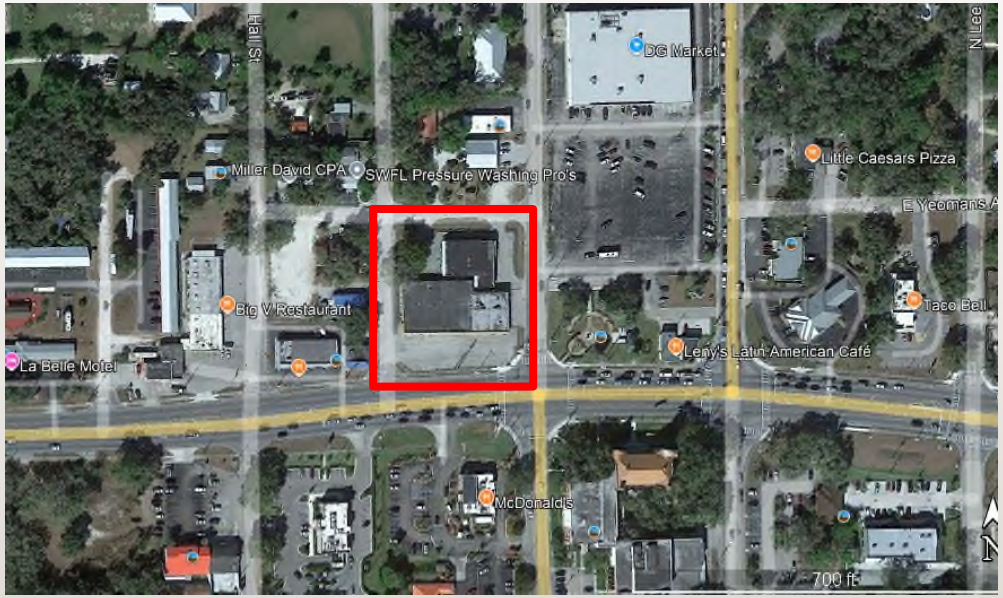
JULY 29TH, 2025

PROJECT TEAM

- Developer/Applicant: ComTerra Development
- Land Use Planner: Daniel DeLisi, AICP, DeLisi, Inc.
- Engineer: Bohler Engineering
- Legal Counsel: Neale Montgomery, Pavese Law Firm

PROPERTY LOCATION

- North side of SR 80 between College Street and N. Main Street
- Former retail center, now vacant lot

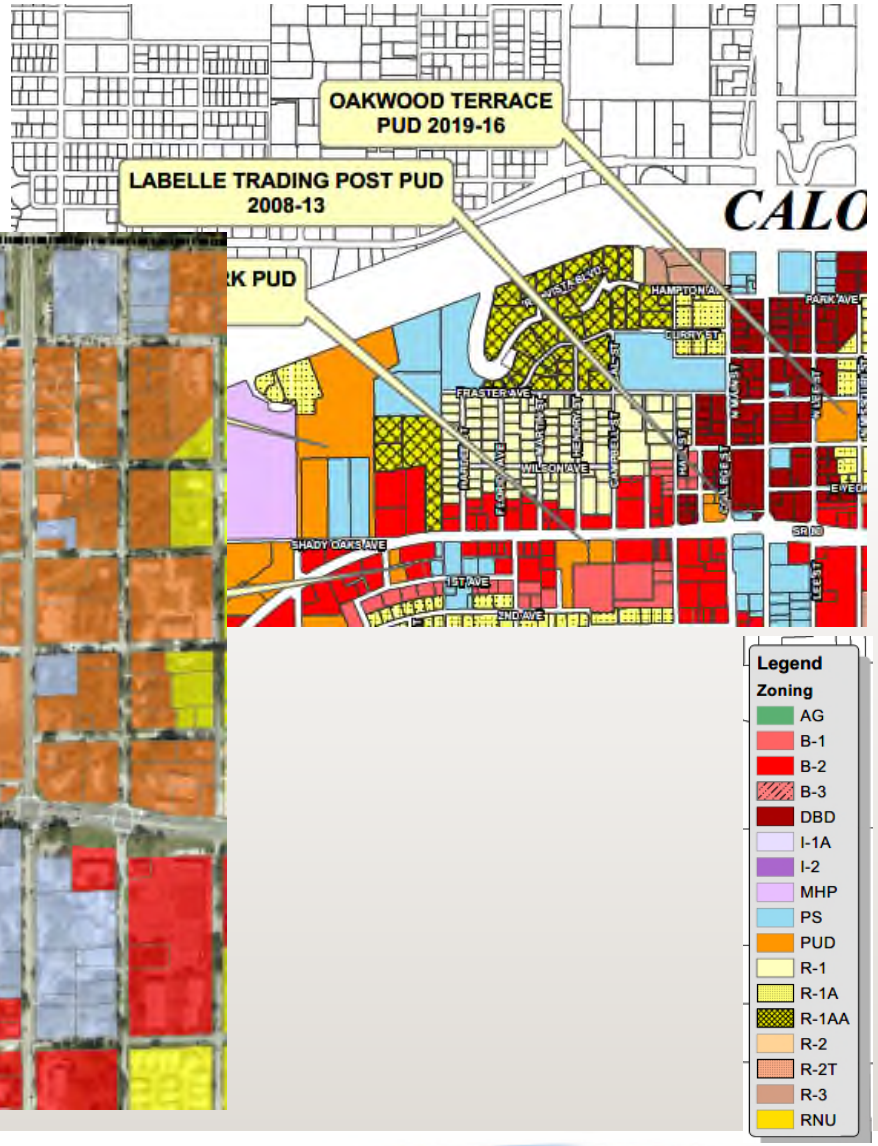




EXISTING ZONING

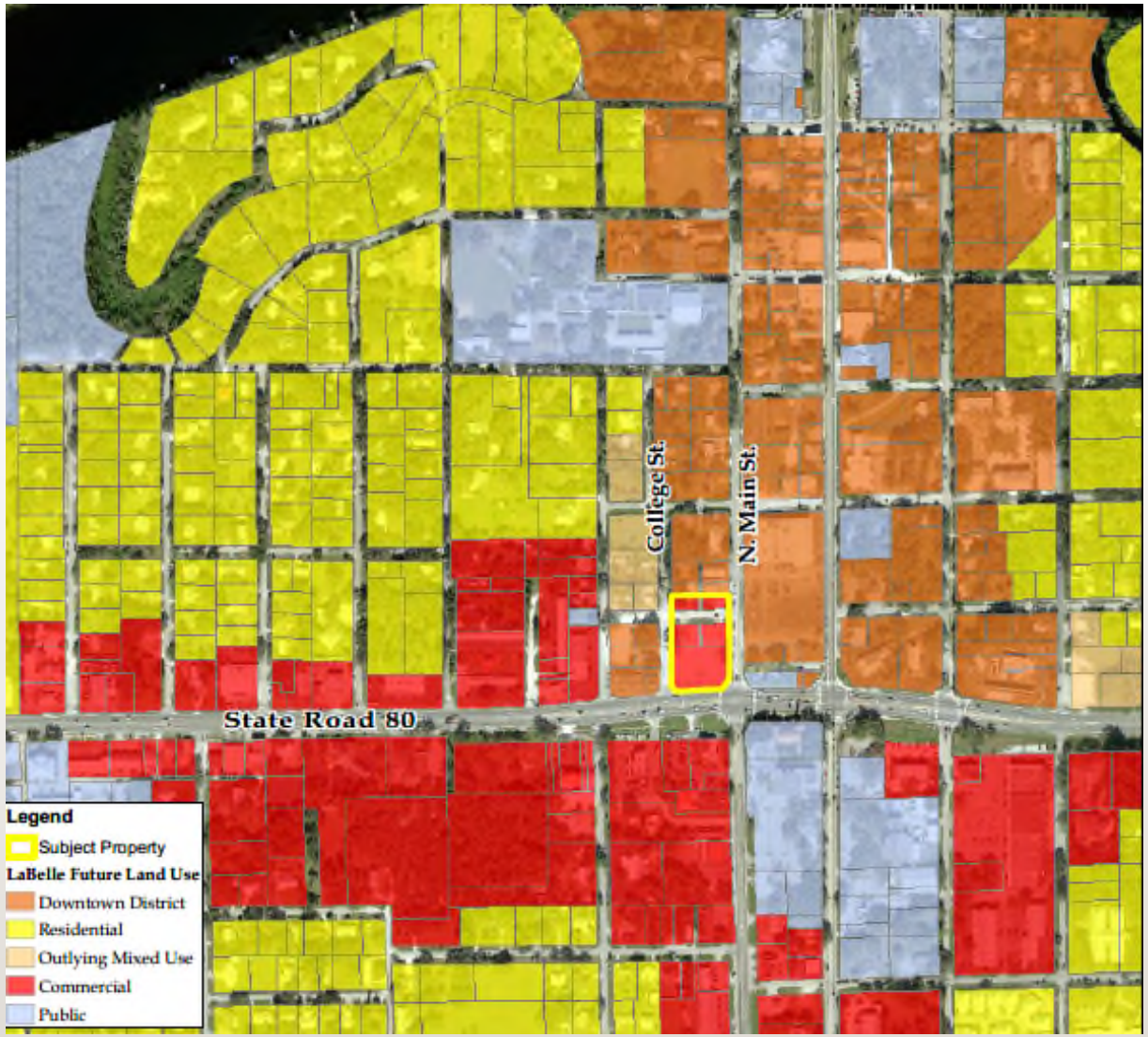
- Zoned CPD in 2008
- Northern parcel zoned Downtown Business District
- Future Land Use: Downtown District





REQUEST

1. Amendment Future land use category to Commercial
2. Rezone Planned Development to allow for a Wawa Use



WHAT/WHO IS WAWA

- Convenience store
  - Ancillary fuel pumps
- 200 yr. old company – started as a dairy farm and milk store
- Known for hoagies and other food items
  - Unlike Gas stations, business is centered around the food
  - Store designed around the hot, fresh made food
  - EV charging common

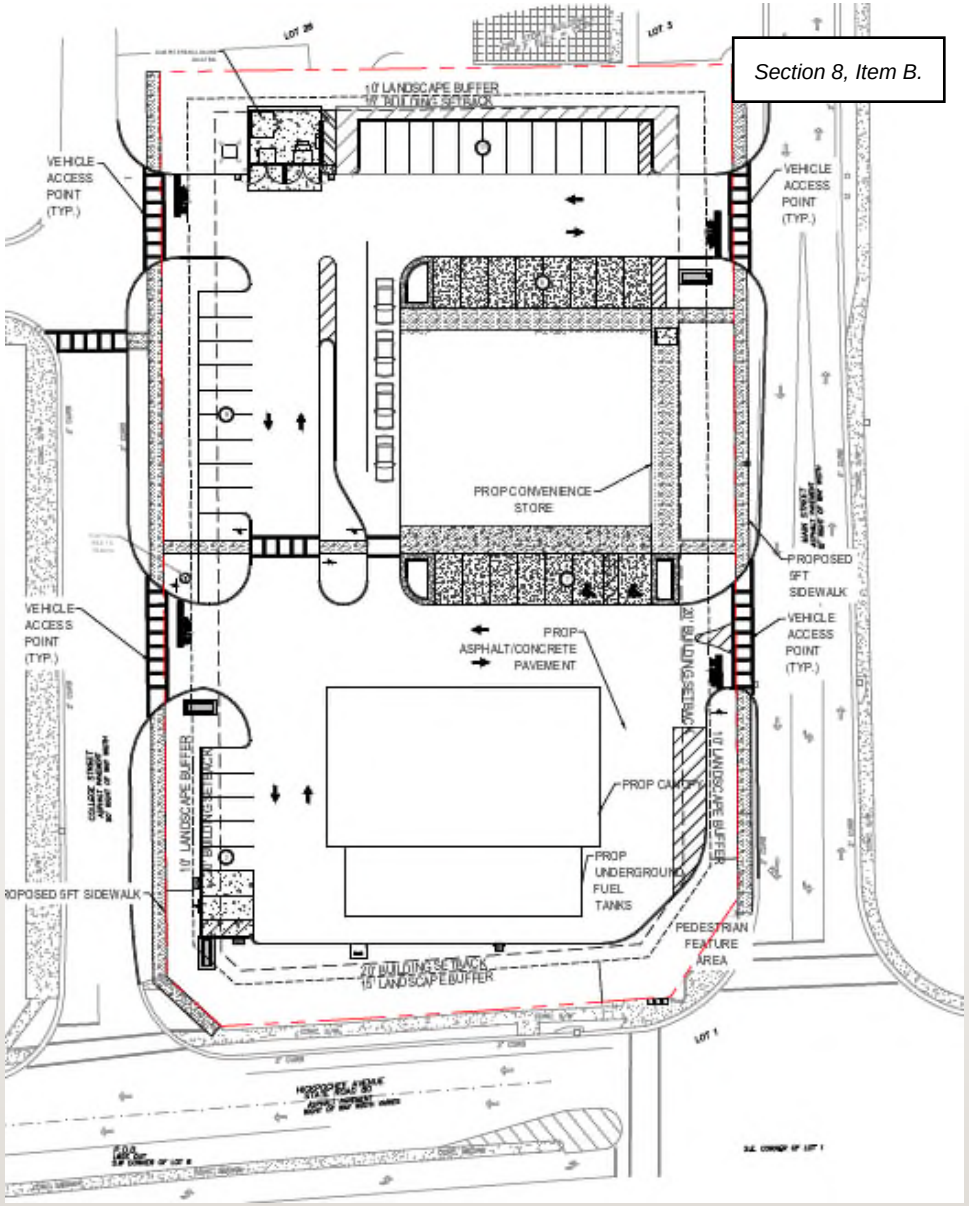






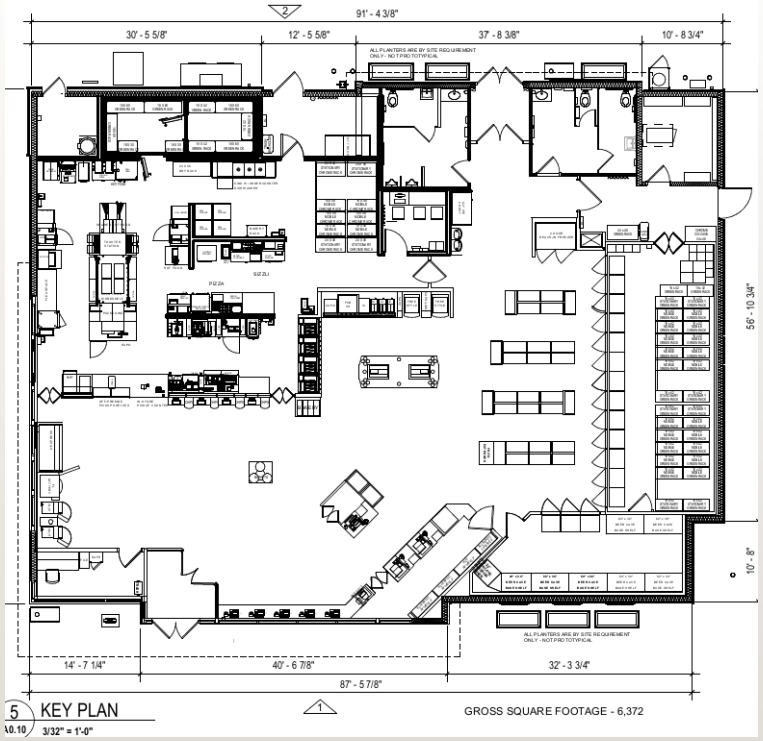
WAWA SITE PLAN

- Building along N. Main Street
  - Pedestrian accessible and oriented
- Fuel canopy along SR 80



WAWA STORE DESIGN

- Interior design centers around hot food counter: sandwiches, soups deserts

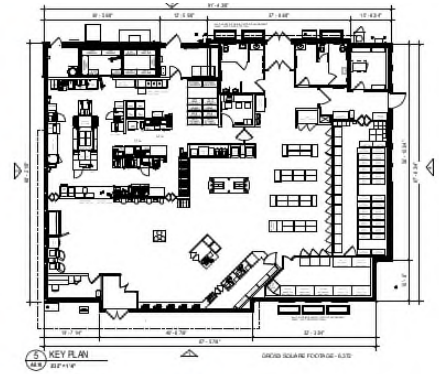






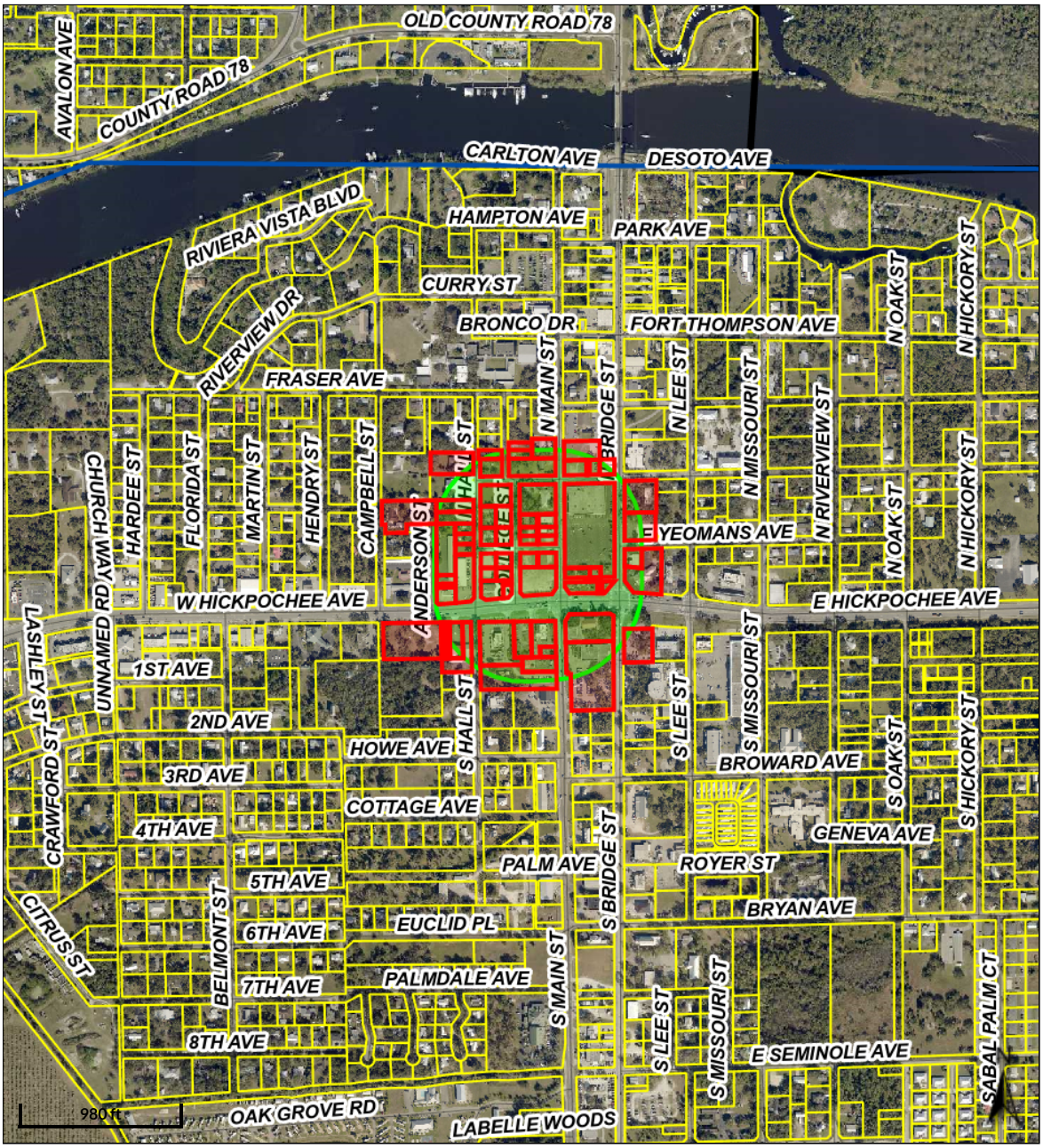




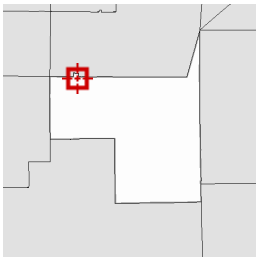


QUESTIONS?

Dena R. Pittman, CFA
Hendry County Property Appraiser



Overview



Legend

- City Limits
- Banyan Village
- Christopher Lane
- Double J Acres
- Everhigh Acres
- Felda
- LaDeca Acres
- Midway Acres
- Montura Ranch Estates
- Pioneer Plantation
- Pt LaBelle Units 1-9
- Seven K Estates
- Wheeler Road
- Parcels

County Outlines

- Hendry
- <all other values>
- Roads

Date created: 7/3/2025
Last Data Uploaded: 7/2/2025 9:11:22 PM

Developed by SCHNEIDER GEOSPATIAL

A & H INVESTMENTS OF IMMOKALEE IN
67 N BRIDGE ST
LABELLE, FL 33935

A & H INVESTMENTS OF IMMOKALEE IN
PO BOX 1195
LABELLE, FL 33975

AGUIRRE RIGOBERTO
PO BOX 1744
LABELLE, FL 33975

AK & SONS RE HOLDINGS LLC
340 E SUGARLAND HWY
CLEWISTON, FL 33440

B B CASH GROCERY STORES INC
PO BOX 1808
TAMPA, FL 33601

BECK DEREK E
5520 DIVISION DR
FORT MYERS, FL 33905

BIG V RESTAURANT LLC
PO BOX 906
LABELLE, FL 33975

BLOCKER HOMES LLC
3507 LEE BLVD STE 210
LEHIGH ACRES, FL 33971

BOY MILLER KISKER & PERRY P A
401 S W C OWEN AVE STE A
CLEWISTON, FL 33440

BRAVOFLORIDA LLC
4220 EDISON LAKES PKWY
MISHAWAKA, IN 46545

CBA INVESTMENTS LLC
PO BOX 970
IMMOKALEE, FL 34143

CHILD CARE OF SOUTHWEST FLORIDA
6831 PALISADES PARK CT STE 6
FORT MYERS, FL 33912

CITY OF LABELLE
PO BOX 458
LABELLE, FL 33975

D S PARTNERSHIP
PO BOX 1920
LABELLE, FL 33975

EMMANUEL BIDIANNE
1 PLACE DE MONTMEDY
LORRAINE QUEBEC J6Z 4W1,

FALCON EYRIE FARMS LC
PO BOX 1710
LABELLE, FL 33975

FINANCIAL RESOURCES LLC
1712 PIONEER AVE STE 648
CHEYENNE, WY 82001

GOMEZ APOLONIO L/E
PO BOX 868
LABELLE, FL 33975

GONZALEZ MACDONALD
PO BOX 2745
LANCASTER, SC 29721

HENDRY CENTER LLC
PO BOX 758
LABELLE, FL 33975

HENDRY COUNTY BOCC
PO BOX 1760
LABELLE, FL 33975

JALARAM HOSPITALITY OF LABELLE LL
170 W HICKPOCHEE AVE
LABELLE, FL 33935

JAMA PROPERTIES LLC
13612 PINE VILLA LN
FORT MYERS, FL 33912

LA EXCELENTE HEALTH FOODS INC
2003 LIGHTHOUSE CT
LABELLE, FL 33935

LABELLE QALICB INC
1926 VICTORIA AVE
FORT MYERS, FL 33901

LAND TRUST PARTNERS OF FL LLC
45 N BRIDGE ST
LABELLE, FL 33935

LOPEZ CONSUELO TARIN
87 CAMPBELL ST
LABELLE, FL 33935

MADRID INVESTMENTS #2 LLC
2003 LIGHTHOUSE CT
LABELLE, FL 33935

MASLOW ROBERT C
2380 EARLS CT
LOS ANGELES, CA 90077

MATILDA LAND INVESTMENTS LLC
80 N MAIN ST
LABELLE, FL 33935

MAYA ENTERPRISES OF FLORIDA LLC
1465 CHOCKTAW AVE
LABELLE, FL 33935

MC DONALDS CORPORATION
PO BOX 1920
LABELLE, FL 33975

MCDONALDS USA LLC
PO BOX 1920
LABELLE, FL 33975

NAIRN DEBRA
160 N HALL ST
LABELLE, FL 33935

NOAH PLAZA LLC
149 W HICKPOCHEE AVE
LABELLE, FL 33935

NZ BUILDERS AND DEVELOPERS LLC
9275 SW 2ND ST
BOCA RATON, FL 33428

PARRISH RANDALL T JR TR & VICKI B T
3555 COUNTY ROAD 78
LABELLE, FL 33935

PARRISH RANDALL T JR TR
3555 COUNTY ROAD 78
LABELLE, FL 33935

PATEL VARSHA
383 BRYAN AVE
LABELLE, FL 33935

PERRY JOHN C
1008 W SAGAMORE AVE STE 1
CLEWISTON, FL 33440

SAUCEDO PASCUAL & IRENE PIMENTE
4030 E SUNFLOWER CIR
LABELLE, FL 33935

SCHOFIELD JOHN GLENN
PO BOX 2790
LABELLE, FL 33975

SEIBEL RICHARD J TR
2631 GOGGIN RD
ALVA, FL 33920

SMITH THOMAS A TR
PO BOX 1003
LABELLE, FL 33975

STEVEN A RAMUNNI PA
PO BOX 1118
LABELLE, FL 33975

YNOA FRAILIN
3990 FORT DENAUD RD
LABELLE, FL 33935

SIMMONS & WHITE
CIVIL & TRAFFIC ENGINEERING

LABELLE WAWA

City of Labelle, FL

TRAFFIC IMPACT STATEMENT

PREPARED FOR:

ComTerra Acquisitions, LLC

JOB NO. 24-147

DATE: 03/18/2025
REVISED: 07/08/2025
REVISED: 10/29/2025

Bryan G. Kelley, Professional Engineer, State of Florida, License No. 74006 This item has been digitally signed and sealed by Bryan G. Kelley, P.E., on 10/29/2025. Printed Copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.	Digitally signed by Bryan Kelley Date: 2025.10.29 10:18:25-04'00'

2581 Metrocentre Blvd. West, Ste 3 | West Palm Beach, FL 33407
561.478.7848 | simmonsandwhite.com | Certificate of Authorization #3452

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APPENDIX B

FDOT 2023 MULTIMODAL Q/LOS TABLES

APPENDIX C

SIGNAL TIMING SHEET

APPENDIX D

EXISTING CONDITIONS SYNCHRO

APPENDIX E

BACKGROUND CONDITIONS SYNCHRO

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APPENDIX G

OPTIMIZED CONDITIONS SYNCHRO

APPENDIX H

SITE PLAN

1.0 SITE DATA

The subject parcel is located at the northwest corner of the Hickpochee Avenue and Main Street intersection in the City of Labelle, Florida. The proposed plan of development on the currently unimproved parcel consists of a 6,500 SF convenience store and a 12 fuel position gas station. Per coordination with the City of LaBelle, the 6,500 SF of convenience store area has been divided into 1,162 SF of fast food restaurant with a drive through and 5,338 SF of convenience store space to conservatively account for drive through trip generation.

Site access is proposed via two (2) full access driveway connections to College Street, one (1) full access driveway connection to Main Street and one (1) right in/right out driveway connection to Main Street. For additional information on site layout, please refer to the Site Plan prepared by Bohler. The site location map is shown in Figure 1 attached to this report.

2.0 TRAFFIC GENERATION

The traffic generated by the proposed site has been calculated in accordance with the traffic generation rates listed in the *ITE Trip Generation Manual, 11th Edition.*

Table 1 shows the daily traffic generation associated with the proposed development in trips per day (tpd). Tables 2 and 3 show the AM and PM peak hour traffic generation, respectively, in peak hour trips (pht). The traffic to be generated by the proposed development may be summarized as follows:

Proposed Development Net Trips

Weekday Daily Traffic Generation	=	1,001 tpd
A.M. Peak Hour Traffic Generation	=	78 pht (39 In/39 Out)
P.M. Peak Hour Traffic Generation	=	70 pht (35 In/35 Out)

Proposed Development Driveway Trips

Weekday Daily Traffic Generation	=	3,832 tpd
A.M. Peak Hour Traffic Generation	=	282 pht (142 In/140 Out)
P.M. Peak Hour Traffic Generation	=	268 pht (135 In/133 Out)

3.0 ROADWAY SEGMENT ANALYSIS

The roadway study area was evaluated for all major roadways within a 1-mile radius of the site. The project trips were distributed on the surrounding roadway network as shown in Figure 1 for all roadways within the study area. Table 4 documents the area-wide growth based on FDOT AADT data from 2019 to 2023 for the surrounding roadways. Tables 5 and 6 shows the peak hour project impact on each of the impacted roadways for the AM and PM peak hours, respectively. The roadway classification was derived from the FDOT Preliminary Context Classification website. The LOS D volumes thresholds are from the FDOT 2023 Multimodal Q/LOS Handbook.

All roadways in which the proposed development trips resulted in less than a 1.0% of the LOS D capacity meet Level of Service requirements. As shown in Tables 5 and 6, the project will have a significant impact on Hickpochee Avenue and Main Street. Therefore, these roadway segments were analyzed further.

3.0 ROADWAY SEGMENT ANALYSIS (CONTINUED)

The peak hour roadway link analysis for Hickpochee Avenue and Main Street is provided in Tables 7 and 8. The area wide growth calculated in Table 4 was utilized to grow the existing 2024 traffic to the anticipated 2029 traffic conditions. As shown in Tables 7 and 8, all significantly impacted roadway segments meet the required LOS standards inclusive of the proposed development.

4.0 INTERSECTION ANALYSIS

The Hickpochee Avenue and Main Street intersection has been analyzed for the 2024 existing conditions, 2029 background, and 2029 total traffic conditions for the A.M. and P.M. peak hours.

The 2029 total traffic has been calculated using the higher value between the background growth rate and the combination of a 1.0% background growth rate and the approved committed development trips. The operational analyst was prepared using Synchro 12 software with HCM 7th edition methodology. The existing signal timing obtained from the FDOT was also utilized. The Synchro results are included in Appendix D through F and may be summarized as follows:

Existing Conditions Analysis

The results of the existing conditions analysis are provided below in Table 9 and are included in Appendix D.

Table 9
2024 Existing Conditions Operational Analysis

Intersection	Intersection Control	Approach / Turn Lane	AM Peak Hour		PM Peak Hour	
			Delay (s)	LOS	Delay (s)	LOS
Hickpochee Ave at Main Street	Signal	Northbound Approach	44.4	D	44.9	D
		Southbound Approach	74.0	E	78.8	E
		SBL	52.8	D	50.1	D
		SBT/SBR	79.1	E	82.8	F
		Eastbound Approach	18.5	B	23.9	C
		EBL	14.4	B	16.1	B
		Westbound Approach	17.8	B	21.1	C
		Overall	30.1	C	33.1	C

As shown above, the study intersections currently operate at LOS D or better for both peak hours.

4.0 INTERSECTION ANALYSIS (CONTINUED)

Background Conditions

The 2029 background traffic volumes were determined by using an area wide 4.7% historical growth rate. Note this is a conservative analysis since it is unlikely the 4.7% historical rate will continue on an annual basis for the next five years.

The results of the background conditions analysis are provided below in Table 9 and are included in Appendix E.

Table 9
2029 Background Conditions Operational Analysis

Intersection	Intersection Control	Approach	AM Peak Hour		PM Peak Hour	
			Delay (s)	LOS	Delay (s)	LOS
Hickpochee Ave at Main Street	Signal	Northbound Approach	43.1	D	52.0	D
		Southbound Approach	81.0	F	106.7	F
		SBL	49.5	D	51.5	D
		SBT/SBR	88.4	F	114.4	F
		Eastbound Approach	25.0	C	33.0	C
		EBL	18.9	B	20.2	C
		Westbound Approach	23.7	C	27.1	C
		Overall	35.5	D	43.3	D

As shown above, all study intersections will continue to operate overall at LOS D or better for both peak hours.

4.0 INTERSECTION ANALYSIS (CONTINUED)

Total Traffic Conditions

The project trips were added to the background conditions based on the trip distribution/assignment to determine the projected 2029 total traffic conditions. The results of the total traffic conditions analysis are provided below in Table 10 and included in Appendix F.

Table 10
2029 Total Traffic Conditions Operational Analysis

Intersection	Intersection Control	Approach	AM Peak Hour		PM Peak Hour	
			Delay (s)	LOS	Delay (s)	LOS
Hickpochee Ave at Main Street	Signal	Northbound Approach	46.7	D	58.5	E
		Southbound Approach	99.1	F	130.8	F
		SBL	51.5	D	55.6	E
		SBT/SBR	114.1	F	147.0	F
		Eastbound Approach	25.7	C	32.8	C
		EBL	20.3	C	21.3	C
		Westbound Approach	25.8	C	28.8	C
		Overall	41.0	D	49.2	D

As shown above, all study intersections will continue to operate overall at LOS D or better for both peak hours.

4.0 INTERSECTION ANALYSIS (CONTINUED)

However, due to the higher delays on the minor street, an optimized timings scenario was also included. The overall cycle length remained the same but the green phase times were optimized to better balance the anticipated traffic demand. The results of the optimized conditions scenario are shown in Table 11 below and included in Appendix G.

Table 11
2029 Optimized Conditions Operational Analysis

Intersection	Intersection Control	Approach	AM Peak Hour		PM Peak Hour	
			Delay (s)	LOS	Delay (s)	LOS
Hickpochee Ave at Main Street	Signal	Northbound Approach	39.8	D	45.9	D
		Southbound Approach	64.4	E	71.5	E
		SBL	47.8	D	48.3	D
		SBT/SBR	69.7	E	76.5	E
		Eastbound Approach	28.7	C	40.4	D
		EBL	22.7	C	25.4	C
		Westbound Approach	28.8	C	34.7	C
		Overall	36.3	D	43.8	D

5.0 DRIVEWAY VOLUMES

The AM and PM peak hour volumes at the project entrances for the overall development with no reduction for pass by credits are shown in Tables 2 and 3 and may be summarized as follows:

Directional Distribution
(Trips IN/OUT)

AM = 142 / 140
PM = 135 / 133

The Turning Movement figure presents the AM and PM peak turning movement volume assignments at the project driveway based on the directional distributions. As previously mentioned, access is proposed via two (2) full access driveway connections to College Street, one (1) full access driveway connection to Main Street and one (1) right in/right out driveway connection to Main Street.

6.0 SITE OPERATIONS

The proposed site plan includes additional parking spaces above minimum code requirements to account for the Wawa business model. The site has been specifically designed to ensure sufficient traffic circulation, parking, and stacking. Wawa is sensitive to the specific issues, and the site plan is designed intentionally to ensure efficient operations.

The proposed pick up window (referred to as Wawa FlyThru) will reduce the amount of parking required. It is not a typical drive-thru with a menu board in which the visitor places an order at the drive-thru. Instead, all orders are placed online prior to arriving at the site and the Wawa FlyThru is only used for pick-up. This results in much lower queuing since the order is placed ahead of time. There is also no payment transaction at the FlyThru window as that is done ahead of time. At other Wawa's with a FlyThru, the average queue is only 2-3 vehicles at peak times with an average wait time of 50 seconds. If a customer places an order in-line and it is not ready, they will be directed to park and wait for the mobile verification that their order is ready. The site is designed to accommodate a 4-vehicle queue with a by-pass lane.

7.0 CONCLUSION

The attached tables document the daily, A.M. peak hour and P.M. peak hour traffic generation for the existing and proposed development. The proposed development will generate 1,001 daily trips, 78 A.M. peak hour trips, and 70 P.M. peak hour trips. The analysis provided within this report demonstrates the surrounding roadway network will operate at an acceptable Level of Service.

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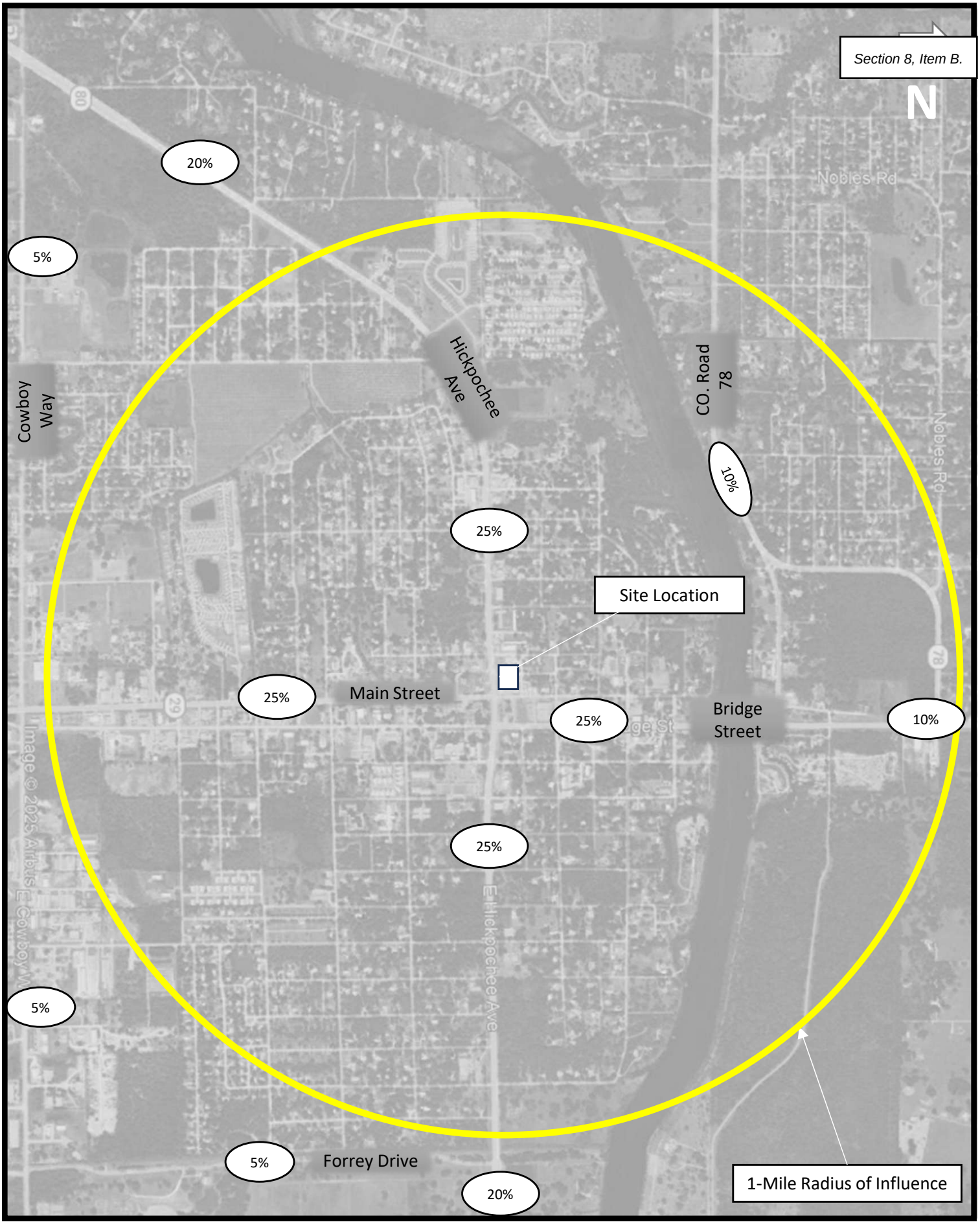


Figure 1 - Trip Distribution
Labelle Wawa
Project # 24-147

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CIVIL & TRAFFIC ENGINEERING

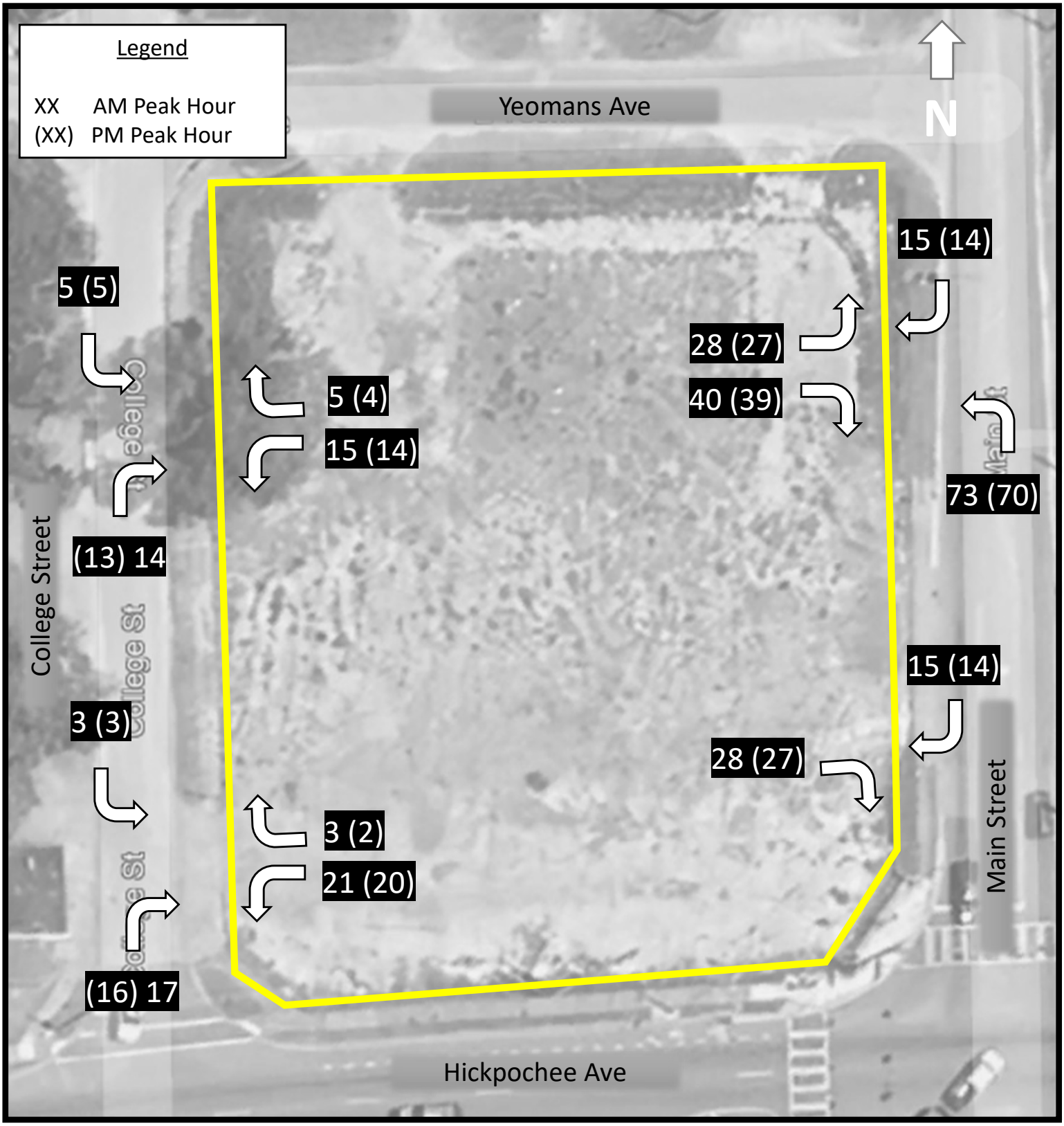


Figure 2 – Driveway Trips
Labelle Wawa
Project # 24-147

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LABELLE WAWA

PROPOSED DEVELOPMENT

TABLE 1 - Daily Traffic Generation

Landuse	ITE Code	Intensity		Rate/Equation	Dir Split In	Dir Split Out	Gross Trips	Internalization %	Internalization Total	External Trips (Driveway Trips)	Pass-by %	Pass-by Trips	Net Trips
Fast Food Rest. + DT	934	1,162	S.F.	467.48			543		0	543	49%	266	277
Gas Station w/ Convenience Store[e]	FDOT	12	Fuel Positions	14.3*PM Trips			3,289		0	3,289	78%	2,565	724
		5,338	S.F.										
			Grand Totals:				**3,832**	**0.0%**	**0**	**3,832**	**74%**	**2,831**	**1,001**

TABLE 2 - AM Peak Hour Traffic Generation

Landuse	ITE Code	Intensity		Rate/Equation	Dir Split In	Dir Split Out	Gross Trips In	Gross Trips Out	Gross Trips Total	Internalization %	Internalization In	Internalization Out	Internalization Total	External Trips (Driveway Trips) In	External Trips (Driveway Trips) Out	External Trips (Driveway Trips) Total	Pass-by %	Pass-by Trips	Net Trips In	Net Trips Out	Net Trips Total
Fast Food Rest. + DT	934	1,162	S.F.	44.61	0.51	0.49	27	25	52	0.0%	0	0	0	27	25	52	49%	25	14	13	27
Gas Station w/ Convenience Store[e]	FDOT	12	Fuel Positions	12.3*FP+15.5*(X)	0.50	0.50	115	115	230	0.0%	0	0	0	115	115	230	78%	179	25	26	51
		5,338	S.F.																		
			Grand Totals:				**142**	**140**	**282**	**0.0%**	**0**	**0**	**0**	**142**	**140**	**282**	**72%**	**204**	**39**	**39**	**78**

TABLE 3 - PM Peak Hour Traffic Generation

Landuse	ITE Code	Intensity		Rate/Equation	Dir Split In	Dir Split Out	Gross Trips In	Gross Trips Out	Gross Trips Total	Internalization %	Internalization In	Internalization Out	Internalization Total	External Trips (Driveway Trips) In	External Trips (Driveway Trips) Out	External Trips (Driveway Trips) Total	Pass-by %	Pass-by Trips	Net Trips In	Net Trips Out	Net Trips Total
Fast Food Rest. + DT	934	1,162	S.F.	33.03	0.52	0.48	20	18	38	0.0%	0	0	0	20	18	38	49%	19	10	9	19
Gas Station w/ Convenience Store[e]	FDOT	12	Fuel Positions	12.3*FP+15.5*(X)	0.50	0.50	115	115	230	0.0%	0	0	0	115	115	230	78%	179	25	26	51
		5,338	S.F.																		
			Grand Totals:				**135**	**133**	**268**	**0.0%**	**0**	**0**	**0**	**135**	**133**	**268**	**74%**	**198**	**35**	**35**	**70**

TABLE 4
AREA WIDE GROWTH RATE CALCULATION

STATION	ROADWAY	FROM	TO	2019 PEAK SEASON DAILY TRAFFIC	2023 PEAK SEASON DAILY TRAFFIC	IND. (%)
	HICKPOCHEE AVENUE	COWBOY WAY	DR. MLK BLVD	14,400	17,700	5.29%
	HICKPOCHEE AVENUE	DR. MILK BLVD	MAIN STREET/SITE	18,700	25,000	7.53%
	HICKPOCHEE AVENUE	MAIN STREET/SITE	BRIDGE STREET	22,500	25,000	2.67%
	HICKPOCHEE AVENUE	BRIDGE STREET	FORREY DRIVE	13,100	16,800	6.42%
	COUNTY ROAD 78	CRECENT AVENUE	BRIDGE STREET	2,000	2,600	6.78%
	COWBOY WAY	HICKPOCHEE AVENUE	MAIN STREET	7,300	6,700	-2.12%
	COWBOY WAY	MAIN STREET	FORREY DRIVE	8,900	10,400	3.97%
	MAIN STREET	OKLAHOMA AVENUE	HICKPOCHEE AVENUE/SITE	3,000	3,400	3.18%
	MAIN STREET	HICKPOCHEE AVENUE/SITE	PALMDALE AVENUE	7,100	8,600	4.91%
	MAIN STREET	PALMDALE AVENUE	COWBOY WAY	7,400	9,400	6.16%
	BRIDGE STREET	COUNTY ROAD 78	HICKPOCHEE AVENUE	15,900	18,900	4.42%
	FORREY DRIVE	HICKPOCHEE AVENUE	COWBOY WAY	NA	NA	NA
			∑ =	**120,300**	**144,500**	**4.69%**

AREA WIDE GROWTH RATE = 4.7%

LABELLE WAWA

TABLE 5
TEST 1 - PROJECT SIGNIFICANCE CALCULATION
AM PEAK HOUR

2029 BUILD OUT
1 MILE RADIUS OF DEVELOPMENT INFLUENCE
TOTAL AM PEAK HOUR PROJECT TRIPS (ENTERING) = 39
TOTAL AM PEAK HOUR PROJECT TRIPS (EXITING) = 39

STATION	ROADWAY	FROM	TO	DIRECTION	PROJECT DISTRIBUTION	AM PEAK HOUR DIRECTIONAL PROJECT TRIPS	EXISTING LANES	CLASS	LOS D STANDARD	TOTAL PROJECT IMPACT	PROJECT SIGNIFICANT
	HICKPOCHEE AVENUE	COWBOY WAY	DR. MLK BLVD	EB	20%	8	4L	C2	2910	0.27%	NO
				WB	20%	8	4L	C2	2910	0.27%	NO
	HICKPOCHEE AVENUE	DR. MLK BLVD	MAIN STREET/SITE	EB	25%	10	4L	C2T	1640	0.61%	NO
				WB	25%	10	4L	C2T	1640	0.61%	NO
	HICKPOCHEE AVENUE	MAIN STREET/SITE	BRIDGE STREET	EB	50%	20	4L	C2T	1640	1.22%	YES
				WB	50%	20	4L	C2T	1640	1.22%	YES
	HICKPOCHEE AVENUE	BRIDGE STREET	FORREY DRIVE	EB	25%	10	4L	C2T	1640	0.61%	NO
				WB	25%	10	4L	C2T	1640	0.61%	NO
	COUNTY ROAD 78	CRECENT AVENUE	BRIDGE STREET	EB	10%	4	2L	C2	730	0.55%	NO
				WB	10%	4	2L	C2	730	0.55%	NO
	COWBOY WAY	HICKPOCHEE AVENUE	MAIN STREET	EB	5%	2	2L	C2	730	0.27%	NO
				WB	5%	2	2L	C2	730	0.27%	NO
	COWBOY WAY	MAIN STREET	FORREY DRIVE	EB	5%	2	2L	C2	730	0.27%	NO
				WB	5%	2	2L	C2	730	0.27%	NO
	MAIN STREET	OKLAHOME AVENUE	HICKPOCHEE AVENUE/SITE	NB	5%	2	2L	C2	730	0.27%	NO
				SB	5%	2	2L	C2	730	0.27%	NO
	MAIN STREET	HICKPOCHEE AVENUE/SITE	PALMDALE AVENUE	NB	25%	10	2L	C2T	940	1.06%	YES
				SB	25%	10	2L	C2T	940	1.06%	YES
	MAIN STREET	PALMDALE AVENUE	COWBOY WAY	NB	20%	8	2L	C2	730	1.10%	YES
				SB	20%	8	2L	C2	730	1.10%	YES
	BRIDGE STREET	COUNTY ROAD 78	HICKPOCHEE AVENUE	NB	25%	10	2L	C3C	1070	0.93%	NO
				SB	25%	10	2L	C3C	1070	0.93%	NO
	FORREY DRIVE	HICKPOCHEE AVENUE	COWBOY WAY	NB	5%	2	2L	C2	730	0.27%	NO
				SB	5%	2	2L	C2	730	0.27%	NO

TABLE 6

TEST 1 - PROJECT SIGNIFICANCE CALCULATION
PM PEAK HOUR

2029 BUILD OUT
1 MILE RADIUS OF DEVELOPMENT INFLUENCE
TOTAL PM PEAK HOUR PROJECT TRIPS (ENTERING) = 35
TOTAL PM PEAK HOUR PROJECT TRIPS (EXITING) = 35

STATION	ROADWAY	FROM	TO	DIRECTION	PROJECT DISTRIBUTION	PM PEAK HOUR DIRECTIONAL PROJECT TRIPS	EXISTING LANES	CLASS	LOS D STANDARD	TOTAL PROJECT IMPACT	PROJECT SIGNIFICANT
	HICKPOCHEE AVENUE	COWBOY WAY	DR. MLK BLVD	EB	20%	7	4L	C2	2910	0.24%	NO
				WB	20%	7	4L	C2	2910	0.24%	NO
	HICKPOCHEE AVENUE	DR. MLK BLVD	MAIN STREET/SITE	EB	25%	9	4L	C2T	1640	0.55%	NO
				WB	25%	9	4L	C2T	1640	0.55%	NO
	HICKPOCHEE AVENUE	MAIN STREET/SITE	BRIDGE STREET	EB	50%	18	4L	C2T	1640	1.10%	YES
				WB	50%	18	4L	C2T	1640	1.10%	YES
	HICKPOCHEE AVENUE	BRIDGE STREET	FORREY DRIVE	EB	25%	9	4L	C2T	1640	0.55%	NO
				WB	25%	9	4L	C2T	1640	0.55%	NO
	COUNTY ROAD 78	CRECENT AVENUE	BRIDGE STREET	EB	10%	4	2L	C2	730	0.55%	NO
				WB	10%	4	2L	C2	730	0.55%	NO
	COWBOY WAY	HICKPOCHEE AVENUE	MAIN STREET	EB	5%	2	2L	C2	730	0.27%	NO
				WB	5%	2	2L	C2	730	0.27%	NO
	COWBOY WAY	MAIN STREET	FORREY DRIVE	EB	5%	2	2L	C2	730	0.27%	NO
				WB	5%	2	2L	C2	730	0.27%	NO
	MAIN STREET	OKLAHOME AVENUE	HICKPOCHEE AVENUE/SITE	NB	5%	2	2L	C2	730	0.27%	NO
				SB	5%	2	2L	C2	730	0.27%	NO
	MAIN STREET	HICKPOCHEE AVENUE/SITE	PALMDALE AVENUE	NB	25%	9	2L	C2T	940	0.96%	NO
				SB	25%	9	2L	C2T	940	0.96%	NO
	MAIN STREET	PALMDALE AVENUE	COWBOY WAY	NB	20%	7	2L	C2	730	0.96%	NO
				SB	20%	7	2L	C2	730	0.96%	NO
	BRIDGE STREET	COUNTY ROAD 78	HICKPOCHEE AVENUE	NB	25%	9	2L	C3C	1070	0.84%	NO
				SB	25%	9	2L	C3C	1070	0.84%	NO
	FORREY DRIVE	HICKPOCHEE AVENUE	COWBOY WAY	NB	5%	2	2L	C2	730	0.27%	NO
				SB	5%	2	2L	C2	730	0.27%	NO

LABELLE WAWA

TABLE 7
AM PEAK HOUR - TEST 1

2029 BUILD OUT
1 MILE RADIUS OF DEVELOPMENT INFLUENCE
AREA WIDE GROWTH RATE = **4.70%**
TOTAL AM PEAK HOUR PROJECT TRIPS (ENTERING) = **39**
TOTAL AM PEAK HOUR PROJECT TRIPS (EXITING) = **39**

ROADWAY	FROM	TO	DIRECTION	TRAFFIC COUNT YEAR	AM PEAK HOUR TRAFFIC	PROJECT DISTRIBUTION	AM PEAK HOUR PROJECT TRIPS	LINK GROWTH	1.0% GROWTH	TOTAL BACKGROUND TRAFFIC USED	2029 TRAFFIC WITHOUT PROJECT	2029 TOTAL TRAFFIC	ASSURED LANES	CLASS	LOS D	2029 WITHOUT PROJECT MEETS LOS STD.	MEETS LOS STD.
HICKPOCHEE AVENUE	MAIN STREET/SITE	BRIDGE STREET	EB	2024	624	50%	20	161	32	161	785	805	4L	C2T	1640	**YES**	**YES**
			WB	2024	802	50%	20	207	41	207	1009	1029	4L	C2T	1640	**YES**	**YES**
MAIN STREET	HICKPOCHEE AVENUE/SITE	PALMDALE AVENUE	NB	2023	261	25%	10	83	16	83	344	354	2L	C2T	940	**YES**	**YES**
			SB	2023	337	25%	10	107	21	107	444	454	2L	C2T	940	**YES**	**YES**
MAIN STREET	PALMDALE AVENUE	COWBOY WAY	NB	2023	249	20%	8	79	15	79	328	336	2L	C2	730	**YES**	**YES**
			SB	2023	308	20%	8	98	19	98	406	414	2L	C2	730	**YES**	**YES**

Notes:

TABLE 8
PM PEAK HOUR - TEST 1

2029 BUILD OUT
1 MILE RADIUS OF DEVELOPMENT INFLUENCE
AREA WIDE GROWTH RATE = **4.70%**
TOTAL PM PEAK HOUR PROJECT TRIPS (ENTERING) = **35**
TOTAL PM PEAK HOUR PROJECT TRIPS (EXITING) = **35**

ROADWAY	FROM	TO	DIRECTION	TRAFFIC COUNT YEAR	PM PEAK HOUR TRAFFIC	PROJECT DISTRIBUTION	PM PEAK HOUR PROJECT TRIPS	LINK GROWTH	1.0% GROWTH	TOTAL BACKGROUND TRAFFIC USED	2029 TRAFFIC WITHOUT PROJECT	2029 TOTAL TRAFFIC	ASSURED LANES	CLASS	LOS D	2029 WITHOUT PROJECT MEETS LOS STD.	MEETS LOS STD.
HICKPOCHEE AVENUE	MAIN STREET/SITE	BRIDGE STREET	EB	2024	1053	50%	18	272	54	272	1325	1343	4L	C2T	1640	**YES**	**YES**
			WB	2024	782	50%	18	202	40	202	984	1002	4L	C2T	1640	**YES**	**YES**

Notes:

10/28/25

INTERSECTION VOLUME DEVLOPMENT

LABELLE WAWA

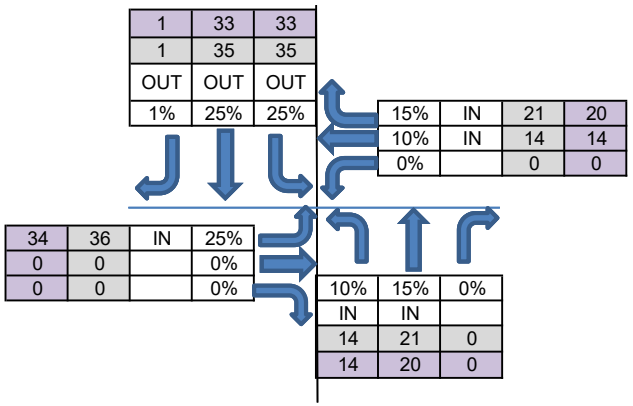
HICKPOCHEE AVENUE AND MAIN STREET

TRIPS	IN	OUT
AM	142	140
PM	135	133

INPUT DATA

Comments:

Growth Rate = 4.70% Peak Season = 1.00 Current Year = 2024 Buildout Year = 2029



AM Peak Hour

INTERSECTION VOLUME DEVELOPMENT

	Northbound			Southbound			Eastbound			Westbound				
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right		
Existing Volume (2024)	112	105	61	56	157	88	32	507	56	110	644	48	1976	Existing Total
Peak Season Adjustment	0	0	0	0	0	0	0	0	0	0	0	0		
Background Traffic Growth	29	27	16	14	41	23	8	131	14	28	166	12	510	BG Total
1.0% Background Growth	6	5	3	3	8	4	2	26	3	6	33	2	101	1% + MP Total
Major Projects Traffic	0	0	0	0	0	0	0	0	0	0	0	0		
1% BGR + Major Projects	6	5	3	3	8	4	2	26	3	6	33	2	101	1% + MP Total
Background Traffic w/o Project	141	132	77	70	198	111	40	638	70	138	810	60		
Project Traffic	14	21	0	35	35	1	36	0	0	0	14	21		
Total	**155**	**153**	**77**	**105**	**233**	**112**	**76**	**638**	**70**	**138**	**824**	**81**		
Approach Total		**385**			**450**			**785**			**1,044**			

PM Peak Hour

INTERSECTION VOLUME DEVELOPMENT

	Northbound			Southbound			Eastbound			Westbound				
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right		
Existing Volume (2024)	142	101	154	37	188	87	67	862	60	84	656	42	2480	Existing Total
Peak Season Adjustment	0	0	0	0	0	0	0	0	0	0	0	0		
Background Traffic Growth	37	26	40	10	49	22	17	223	15	22	169	11	640	BG Total
1.0% Background Growth	7	5	8	2	10	4	3	44	3	4	33	2	127	1% + MP Total
Major Projects Traffic	0	0	0	0	0	0	0	0	0	0	0	0		
1% BGR + Major Projects	7	5	8	2	10	4	3	44	3	4	33	2	127	1% + MP Total
Background Traffic w/o Project	179	127	194	47	237	109	84	1085	75	106	825	53		
Project Traffic	14	20	0	33	33	1	34	0	0	0	14	20		
Total	**193**	**147**	**194**	**80**	**270**	**110**	**118**	**1085**	**75**	**106**	**839**	**73**		
Approach Total		**533**			**460**			**1,278**			**1,018**			

APPENDIX A

FDOT TRAFFIC COUNTS

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 0023 - SR 29, N OF CR 80A/COWBOY WAY LABELLE

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	9400 S	N 4400	S 5000	9.00	55.20	9.20
2022	8600 F	N 4000	S 4600	9.00	57.50	9.20
2021	8400 C	N 3900	S 4500	9.00	58.30	9.20
2020	7200 C	N 3300	S 3900	9.00	56.80	19.80
2019	7400 C	N 3600	S 3800	9.00	57.40	18.80
2018	7200 F	N 3900	S 3300	9.00	58.50	13.80
2017	6900 C	N 3700	S 3200	9.00	58.20	6.10
2016	9900 F	N 5000	S 4900	9.00	57.30	6.10
2015	9300 C	N 4700	S 4600	9.00	58.40	6.10
2014	8400 F	N 4000	S 4400	9.00	58.90	6.10
2013	8400 C	N 4000	S 4400	9.00	58.60	6.10
2012	8500 C	N 3900	S 4600	9.00	58.80	5.60
2011	8200 F	N 3900	S 4300	9.00	61.10	5.80
2010	8400 C	N 4000	S 4400	9.69	59.27	5.80
2009	8600 C	N 4000	S 4600	9.99	59.95	4.60
2008	8300 C	N 3900	S 4400	10.28	60.86	6.10

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 0006 - SR 29, N OF CALOOSAHATCHEE RIVER & S OF CR 78

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	18900 F	N 9300	S 9600	9.00	55.20	17.40
2022	17300 C	N 8500	S 8800	9.00	57.50	17.40
2021	16600 C	N 8300	S 8300	9.00	58.30	17.00
2020	14500 C	N 7200	S 7300	9.00	56.80	15.90
2019	15900 C	N 7900	S 8000	9.00	57.40	15.00
2018	15300 C	N 7600	S 7700	9.00	58.50	15.00
2017	14500 C	N 7200	S 7300	9.00	58.20	11.80
2016	11800 C	N 7000	S 4800	9.00	57.30	14.90
2015	13900 C	N 6800	S 7100	9.00	58.40	11.60
2014	13900 C	N 6800	S 7100	9.00	58.90	10.60
2013	11800 F	N 5800	S 6000	9.00	58.60	12.50
2012	12000 C	N 5900	S 6100	9.00	58.80	12.50
2011	13000 S	N 6500	S 6500	9.00	61.10	11.90
2010	13200 F	N 6600	S 6600	9.69	59.27	11.90
2009	13800 C	N 6900	S 6900	9.99	59.95	11.90
2008	14500 C	N 7200	S 7300	10.28	60.86	13.40

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
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V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 4139 - NORTH RIVER ROAD/CR 78, EAST OF FORT DENAUD BRIDGE WAY

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	2600 C	E 1300	W 1300	9.50	55.70	15.90
2022	2300 C	E 1200	W 1100	9.50	57.50	16.30
2021	2000 T	E 1000	W 1000	9.50	55.80	12.60
2020	2000 S	E 1000	W 1000	9.50	55.80	12.10
2019	2000 F	E 1000	W 1000	9.50	56.80	12.10
2018	2000 C	E 1000	W 1000	9.50	57.40	12.10
2017	1850 T	E 950	W 900	9.50	56.80	9.70
2016	1750 S	E 900	W 850	9.50	56.30	7.90
2015	1650 F	E 850	W 800	9.50	56.90	7.90
2014	1550 C	E 800	W 750	9.50	56.70	7.90
2013	1300 S	0	0	9.50	56.30	11.60
2012	1300 F	0	0	9.50	56.50	11.50
2011	1300 C	E 0	W 0	9.50	56.50	15.00

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 4125 - COWBOY WAY, EAST OF S.R. 80

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	6700 C	E 3300	W 3400	9.00	55.70	9.50
2022	7100 C	E 3400	W 3700	9.00	57.50	12.80
2021	7600 T	E 3700	W 3900	9.00	55.80	12.60
2020	7300 S	E 3600	W 3700	9.00	55.80	9.90
2019	7300 F	E 3600	W 3700	9.00	56.80	9.90
2018	7100 C	E 3500	W 3600	9.00	57.40	9.90
2017	6500 T	E 3200	W 3300	9.00	56.80	9.70
2016	6100 S	E 3000	W 3100	9.00	56.30	11.50
2015	5700 F	E 2800	W 2900	9.00	56.90	11.50
2014	5500 C	E 2700	W 2800	9.00	56.70	11.50
2013	4400 S	0	0	9.00	56.30	11.60
2012	4400 F	0	0	9.00	56.50	11.50
2011	4500 C	E 0	W 0	9.00	56.50	15.00

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 4032 - E COWBOY WAY, 0.5 MI E OF SR 29 HC 32

YEAR	AADT	DIRECTION 1		DIRECTION 2		*K FACTOR	D FACTOR	T FACTOR
2023	10400 C	E	5100	W	5300	9.00	55.70	11.60
2022	9500 E					9.00	57.50	18.40
2021	9300 S	E	4600	W	4700	9.00	55.80	10.70
2020	8900 F	E	4400	W	4500	9.00	55.80	10.70
2019	8900 C	E	4400	W	4500	9.00	56.80	10.70
2018	10500 X		0		0	9.00	57.40	13.80
2017	9900 T					9.00	56.80	10.80
2016	9300 S	E	4600	W	4700	9.00	56.30	9.80
2015	8700 F	E	4300	W	4400	9.00	56.90	9.80
2014	8300 C	E	4100	W	4200	9.00	56.70	9.80
2013	7600 S	E	3800	W	3800	9.00	56.30	7.60
2012	7600 F	E	3800	W	3800	9.00	56.50	7.60
2011	7800 C	E	3900	W	3900	9.00	56.50	7.60
2010	6700 S	E	3300	W	3400	9.81	57.36	8.20
2009	6900 F	E	3400	W	3500	10.07	57.54	8.20
2008	7100 C	E	3500	W	3600	10.16	56.49	8.20

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 5003 - SR 80, EAST OF SR 29/BRIDGE STREET LABELLE

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	16800 S	E 8300	W 8500	9.00	56.40	9.40
2022	15400 F	E 7600	W 7800	9.00	57.50	9.40
2021	14600 C	E 7200	W 7400	9.00	55.80	9.40
2020	11500 C	E 5700	W 5800	9.00	55.80	10.30
2019	13100 C	E 6600	W 6500	9.00	56.50	11.10
2018	11900 C	E 5900	W 6000	9.00	56.20	9.50
2017	12000 C	E 6000	W 6000	9.00	55.40	9.20
2016	11400 C	E 5400	W 6000	9.00	55.40	12.00
2015	11000 C	E 5500	W 5500	9.00	55.70	9.50
2014	11200 F	E 5700	W 5500	9.00	54.80	8.80
2013	11000 C	E 5600	W 5400	9.00	54.50	8.80
2012	10300 C	E 5100	W 5200	9.00	54.70	9.40
2011	12500 F	E 6400	W 6100	9.00	51.90	7.90
2010	12700 C	E 6500	W 6200	9.91	56.65	7.90
2009	13300 C	E 6600	W 6700	10.14	55.96	8.80
2008	14300 C	E 7200	W 7100	10.10	54.31	15.70

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 5000 - SR 80, NE OF COWBOY WAY

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	17700 S	E 8900	W 8800	9.00	56.40	16.20
2022	16300 F	E 8200	W 8100	9.00	57.50	16.20
2021	15500 C	E 7800	W 7700	9.00	55.80	16.20
2020	13700 C	E 6800	W 6900	9.00	55.80	14.60
2019	14400 C	E 7100	W 7300	9.00	56.50	15.50
2018	13400 C	E 6600	W 6800	9.00	56.20	11.60
2017	13100 C	E 6600	W 6500	9.00	55.40	10.80
2016	13600 C	E 6600	W 7000	9.00	55.40	11.90
2015	11100 C	E 5500	W 5600	9.00	55.70	13.30
2014	10500 F	E 5200	W 5300	9.00	54.80	11.70
2013	10300 C	E 5100	W 5200	9.00	54.50	11.70
2012	9700 C	E 4800	W 4900	9.00	54.70	11.40
2011	11800 F	E 6000	W 5800	9.00	51.90	7.90
2010	12000 C	E 6100	W 5900	9.91	56.65	7.90
2009	11100 C	E 5600	W 5500	10.14	55.96	12.60
2008	10300 C	E 5100	W 5200	10.10	54.31	13.10

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 5002 - SR 80, WEST OF SR 29/MAIN STREET, LABELLE

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	25000 F	E 12500	W 12500	9.00	56.40	10.90
2022	23000 C	E 11500	W 11500	9.00	57.50	10.90
2021	20000 C	E 10000	W 10000	9.00	55.80	10.60
2020	16600 C	E 8300	W 8300	9.00	55.80	10.80
2019	18700 C	E 9300	W 9400	9.00	56.50	11.70
2018	17200 C	E 8600	W 8600	9.00	56.20	9.40
2017	16800 C	E 8300	W 8500	9.00	55.40	9.50
2016	18200 C	E 9000	W 9200	9.00	55.40	10.70
2015	15000 C	E 7600	W 7400	9.00	55.70	10.00
2014	15900 F	E 8000	W 7900	9.00	54.80	9.50
2013	15700 C	E 7900	W 7800	9.00	54.50	9.50
2012	15200 C	E 7800	W 7400	9.00	54.70	8.60
2011	14900 F	E 7400	W 7500	9.00	51.90	7.70
2010	15100 C	E 7500	W 7600	9.91	56.65	7.70
2009	16300 C	E 8100	W 8200	10.14	55.96	9.60
2008	16700 C	E 8400	W 8300	10.10	54.31	10.30

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 0011 - SR 80, WEST OF SR 29/BRIDGE STREET, LABELLE

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	25000 S	E 12500	W 12500	9.00	56.40	8.10
2022	23000 F	E 11500	W 11500	9.00	57.50	8.10
2021	22000 C	E 11000	W 11000	9.00	55.80	8.10
2020	21000 C	E 10500	W 10500	9.00	55.80	14.00
2019	22500 C	E 11500	W 11000	9.00	56.50	13.90
2018	21500 C	E 10500	W 11000	9.00	56.20	13.80
2017	19300 F	E 10000	W 9300	9.00	55.40	13.80
2016	18000 C	E 9300	W 8700	9.00	55.40	13.80
2015	13100 C	E 6600	W 6500	9.00	55.70	8.20
2014	15200 F	E 7500	W 7700	9.00	54.80	8.20
2013	15000 C	E 7400	W 7600	9.00	54.50	8.20
2012	14300 C	E 7100	W 7200	9.00	54.70	8.60
2011	12700 F	E 6400	W 6300	9.00	51.90	6.60
2010	12900 C	E 6500	W 6400	9.91	56.65	6.60
2009	17600 C	E 9600	W 8000	10.14	55.96	8.60
2008	16700 C	E 9000	W 7700	10.10	54.31	9.00

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 5005 - SR 29/MAIN STREET, SOUTH OF SR 80

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	8600 F	N 4300	S 4300	9.00	55.20	10.80
2022	7800 C	N 3900	S 3900	9.00	57.50	10.80
2021	7700 C	N 3800	S 3900	9.00	58.30	8.90
2020	6200 C	N 3100	S 3100	9.00	56.80	19.80
2019	7100 C	N 3600	S 3500	9.00	57.40	18.80
2018	7100 F	N 3400	S 3700	9.00	58.50	13.80
2017	6800 C	N 3300	S 3500	9.00	58.20	7.60
2016	8600 F	N 4300	S 4300	9.00	57.30	7.60
2015	8200 C	N 4100	S 4100	9.00	58.40	7.60
2014	7300 F	N 3600	S 3700	9.00	58.90	6.20
2013	7300 C	N 3600	S 3700	9.00	58.60	6.20
2012	7800 C	N 3800	S 4000	9.00	58.80	6.10
2011	6700 F	N 3300	S 3400	9.00	61.10	5.80
2010	6700 C	N 3300	S 3400	9.69	59.27	5.80
2009	8300 C	N 4200	S 4100	9.99	59.95	5.00
2008	8600 C	N 4300	S 4300	10.28	60.86	5.80

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2023 HISTORICAL AADT REPORT

COUNTY: 07 - HENDRY

SITE: 4100 - MAIN ST, NORTH OF SR 80

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2023	3400 C	N 1600	S 1800	9.00	55.70	16.30
2022	3300 E			9.00	57.50	15.60
2021	3200 S	N 1500	S 1700	9.00	55.80	12.60
2020	3000 F	N 1400	S 1600	9.00	55.80	14.00
2019	3000 C	N 1400	S 1600	9.00	56.80	13.90
2018	4000 X	0	0	9.00	57.40	10.50
2017	3800 T			9.00	56.80	9.70
2016	3600 S	N 1700	S 1900	9.00	56.30	4.50
2015	3400 F	N 1600	S 1800	9.00	56.90	4.50
2014	3200 C	N 1500	S 1700	9.00	56.70	4.50
2013	2800 S	N 1300	S 1500	9.00	56.30	2.90
2012	2800 F	N 1300	S 1500	9.00	56.50	2.90
2011	2800 C	N 1300	S 1500	9.00	56.50	2.90

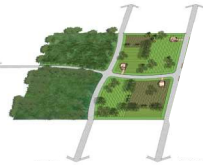
AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

APPENDIX B

FDOT 2023 MULTIMODAL Q/LOS TABLES

C1 & C2

Motor Vehicle Highway Generalized Service Volume Tables



(C1-Natural & C2-Rural)

Peak Hour Directional

	B	C	D	E
1 Lane	240	430	730	1,490
2 Lane	1,670	2,390	2,910	3,340
3 Lane	2,510	3,570	4,370	5,010

Peak Hour Two-Way

	B	C	D	E
2 Lane	440	780	1,330	2,710
4 Lane	3,040	4,350	5,290	6,070
6 Lane	4,560	6,490	7,950	9,110

AADT

	B	C	D	E
2 Lane	4,600	8,200	14,000	28,500
4 Lane	32,000	45,800	55,700	63,900
6 Lane	48,000	68,300	83,700	95,900

Adjustment Factors

2 Lane Divided Roadway with Exclusive Left Turn Adjustment: Multiply by 1.05
Multilane Undivided Highway with Exclusive Left Turn Adjustment: Multiply by 0.95
Multilane Undivided Highway without Exclusive Left Turn Adjustment:: Multiply by 0.75

This table does not constitute a standard and should be used only for general planning applications. The table should not be used for corridor or intersection design, where more refined techniques exist.

C3C & C3R

Motor Vehicle Arterial Generalized Service Volume Tables



(C3C-Suburban Commercial)

Peak Hour Directional

	B	C	D	E
1 Lane	*	760	1,070	**
2 Lane	*	1,520	1,810	**
3 Lane	*	2,360	2,680	**
4 Lane	*	3,170	3,180	**

Peak Hour Two-Way

	B	C	D	E
2 Lane	*	1,380	1,950	**
4 Lane	*	2,760	3,290	**
6 Lane	*	4,290	4,870	**
8 Lane	*	5,760	5,780	**

AADT

	B	C	D	E
2 Lane	*	15,300	21,700	**
4 Lane	*	30,700	36,600	**
6 Lane	*	47,700	54,100	**
8 Lane	*	64,000	64,200	**



(C3R-Suburban Residential)

	B	C	D	E
1 Lane	*	970	1,110	**
2 Lane	*	1,700	1,850	**
3 Lane	*	2,620	2,730	**

	B	C	D	E
2 Lane	*	1,760	2,020	**
4 Lane	*	3,090	3,360	**
6 Lane	*	4,760	4,960	**

	B	C	D	E
2 Lane	*	19,600	22,400	**
4 Lane	*	34,300	37,300	**
6 Lane	*	52,900	55,100	**

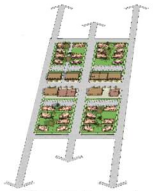
Adjustment Factors

The peak hour directional service volumes should be adjust by multiplying by 1.2 for one-way facilities
The AADT service volumes should be adjusted by multiplying 0.6 for one way facilities 2 Lane Divided Roadway with an Exclusive Left Turn Lane(s): Multiply by 1.05
2 lane Undivided Roadway with No Exclusive Left Turn Lane(s): Multiply by 0.80
Exclusive right turn lane(s): Multiply by 1.05
Multilane Undivided Roadway with an Exclusive Left Turn Lane(s): Multiply by 0.95
Multilane Roadway with No Exclusive Left Turn Lane(s): Multiply by 0.75
Non-State Signalized Roadway: Multiply by 0.90

This table does not constitute a standard and should be used only for general planning applications. The table should not be used for corridor or intersection design, where more refined techniques exist.
* Cannot be achieved using table input value defaults.
** Not applicable for that level of service letter grade. For the automobile mode, volumes greater than level of service D become F because intersection capacities have been reached.

C2T, C4, C5, & C6

Motor Vehicle Arterial Generalized Service Volume Tables



(C2T-Rural Town)

Peak Hour Directional

	B	C	D	E
1 Lane	*	720	940	**
2 Lane	*	1,140	1,640	**
3 Lane	*	2,120	2,510	**

Peak Hour Two-Way

	B	C	D	E
2 Lane	*	1,310	1,710	**
4 Lane	*	2,070	2,980	**
6 Lane	*	3,850	4,560	**

AADT

	B	C	D	E
2 Lane	*	13,800	18,000	**
4 Lane	*	21,800	31,400	**
6 Lane	*	40,500	48,000	**



(C4-Urban General)

	B	C	D	E
1 Lane	*	*	870	1,190
2 Lane	*	1,210	1,790	2,020
3 Lane	*	2,210	2,810	2,990
4 Lane	*	2,590	3,310	3,510

	B	C	D	E
2 Lane	*	*	1,580	2,160
4 Lane	*	2,200	3,250	3,670
6 Lane	*	4,020	5,110	5,440
8 Lane	*	4,710	6,020	6,380

	B	C	D	E
2 Lane	*	*	17,600	24,000
4 Lane	*	24,400	36,100	40,800
6 Lane	*	44,700	56,800	60,400
8 Lane	*	52,300	66,900	70,900

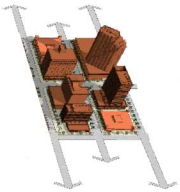


(C5-Urban Center)

	B	C	D	E
1 Lane	*	*	690	1,080
2 Lane	*	1,290	1,900	2,130
3 Lane	*	1,410	2,670	3,110
4 Lane	*	2,910	3,560	3,640

	B	C	D	E
2 Lane	*	*	1,250	1,960
4 Lane	*	2,350	3,450	3,870
6 Lane	*	2,560	4,850	5,650
8 Lane	*	5,290	6,470	6,620

	B	C	D	E
2 Lane	*	*	13,900	21,800
4 Lane	*	26,100	38,300	43,000
6 Lane	*	28,400	53,900	62,800
8 Lane	*	58,800	71,900	73,600



(C6-Urban Core)

	B	C	D	E
1 Lane	*	***	790	1,030
2 Lane	*	***	1,490	1,920
3 Lane	*	***	2,730	2,940
4 Lane	*	***	3,250	3,490

	B	C	D	E
2 Lane	*	***	1,440	1,870
4 Lane	*	***	2,710	3,490
6 Lane	*	***	4,960	5,350
8 Lane	*	***	5,910	6,350

	B	C	D	E
2 Lane	*	***	16,000	20,800
4 Lane	*	***	30,100	38,800
6 Lane	*	***	55,100	59,400
8 Lane	*	***	65,700	70,600

Adjustment Factors

The peak hour directional service volumes should be adjust by multiplying by 1.2 for one-way facilities
The AADT service volumes should be adjusted by multiplying 0.6 for one way facilities 2 Lane Divided Roadway with an Exclusive Left Turn Lane(s): Multiply by 1.05
2 lane Undivided Roadway with No Exclusive Left Turn Lane(s): Multiply by 0.80
Exclusive right turn lane(s): Multiply by 1.05
Multilane Undivided Roadway with an Exclusive Left Turn Lane(s): Multiply by 0.95
Multilane Roadway with No Exclusive Left Turn Lane(s): Multiply by 0.75
Non-State Signalized Roadway: Multiply by 0.90

This table does not constitute a standard and should be used only for general planning applications. The table should not be used for corridor or intersection design, where more refined techniques exist.
*Cannot be achieved using table input value defaults. **Not applicable for that level of service letter grade. For the automobile mode, volumes greater than level of service D become F because intersection capacities have been reach
***LOS C thresholds are not applicable for C6 as C6 roadway facilities are neither planned nor designed to achieve automobile LOS C.

APPENDIX C

SIGNAL TIMING SHEET

FDOT - DISTRICT 1

Signal System Timing Report

System ID: ***07010A***

Section: ***07010000***

Arterial: ***SR 80 / Hickpochee Ave***

From: ***Main Street***

MP: ***9.355***

To: ***Lee Street***

MP: ***9.500***

County: ***Hendry***



Implementation Start Date: March 7, 2024
Fine Tuning Completion Date: March 11, 2024

Name		Date	Approved By:
Designed By:	Michael Munson	3/26/2024	
Checked By:	Phillip Kurth	3/26/2024	
Drawn By:	Michael Munson	3/26/2024	
Checked By:	Phillip Kurth	3/26/2024	

Time of Day Plan

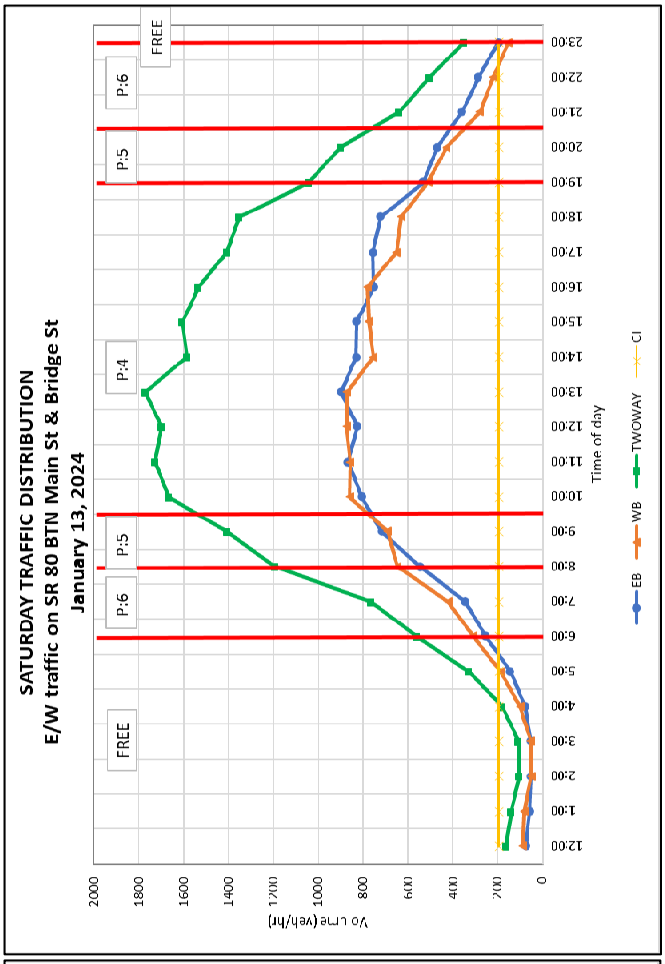
Designed By:	M. Munson
Date:	3/26/2024
Checked By:	P. Kurth
Date:	3/26/2024

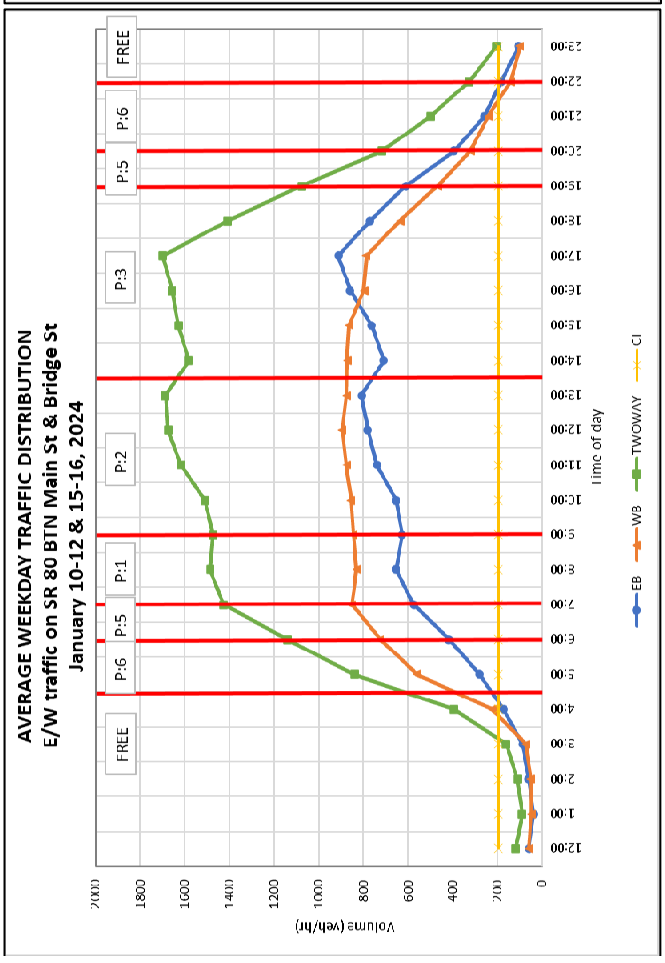
System ID: ***07010A***
Section: ***07010000***
Segment: ***SR 80 / Hickpochee Ave***
From: ***Main Street***
To: ***Lee Street***

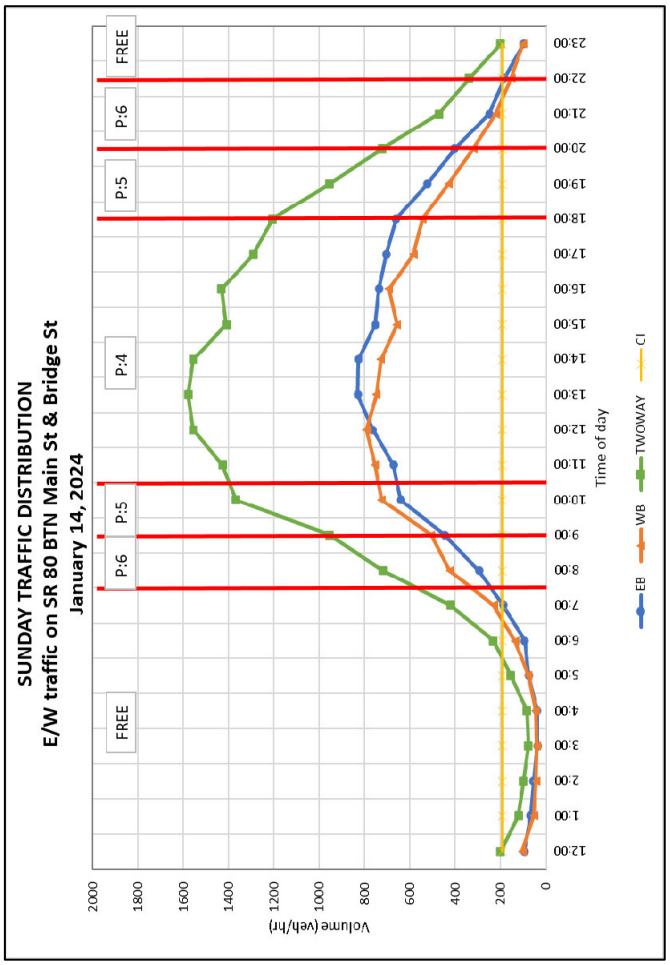
ALL SEASON PLAN

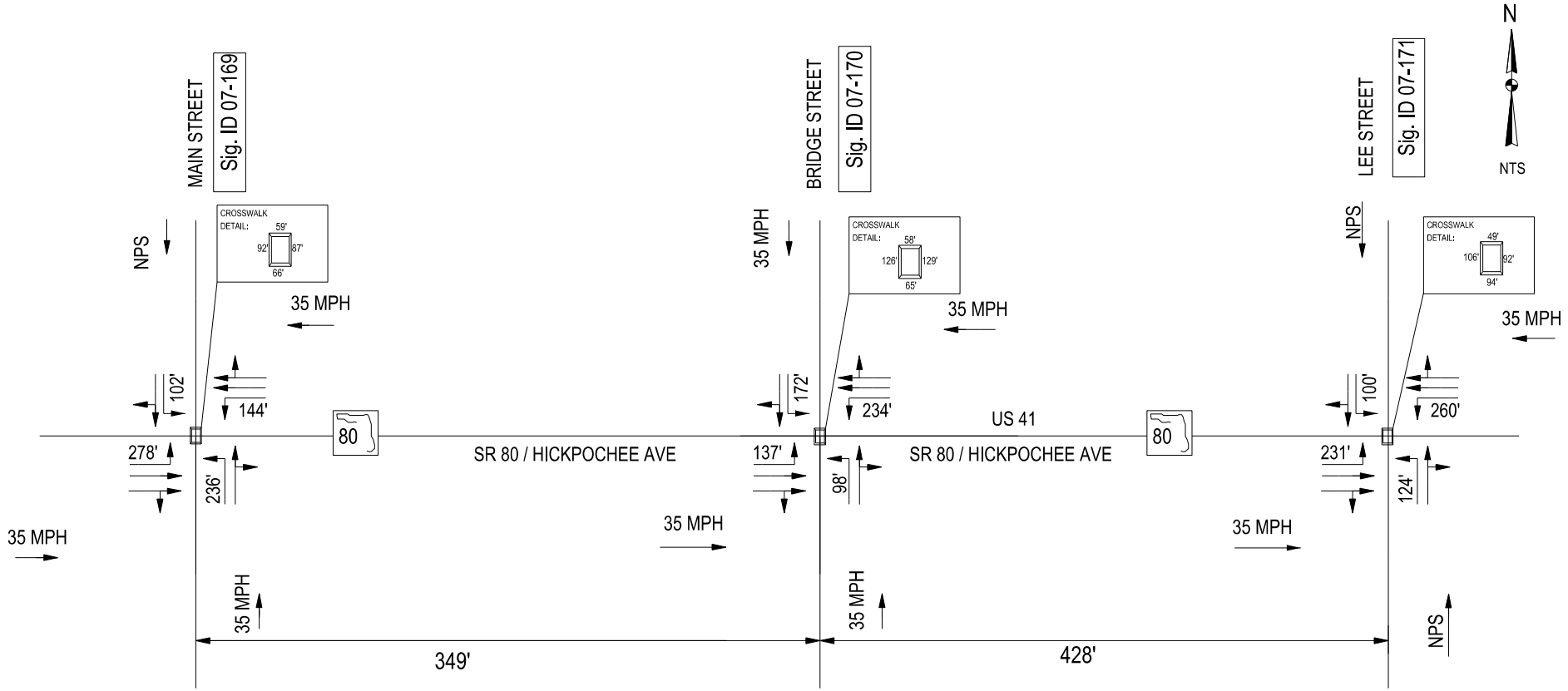
Day	Time	Pattern (C/S/O)	Cycle Length
Monday Thru Friday	0000	-	FREE
	0430	6	80
	0600	5	100
	0700	1	140
	0900	2	140
	1330	3	140
	1900	5	100
	2000	6	80
	2200	-	FREE
Saturday	0000	-	FREE
	0600	6	80
	0800	5	100
	0930	4	120
	1900	5	100
	2030	6	80
	2300	-	FREE
Sunday	0000	-	FREE
	0730	6	80
	0900	5	100
	1030	4	120
	1800	5	100
	2000	6	80
	2200	-	FREE

COUPLING ANALYSIS (SR 80 from Main St to Lee St)









NOTES:
DISTANCES BETWEEN INTERSECTIONS WERE DETERMINED FROM FDOT SLDs

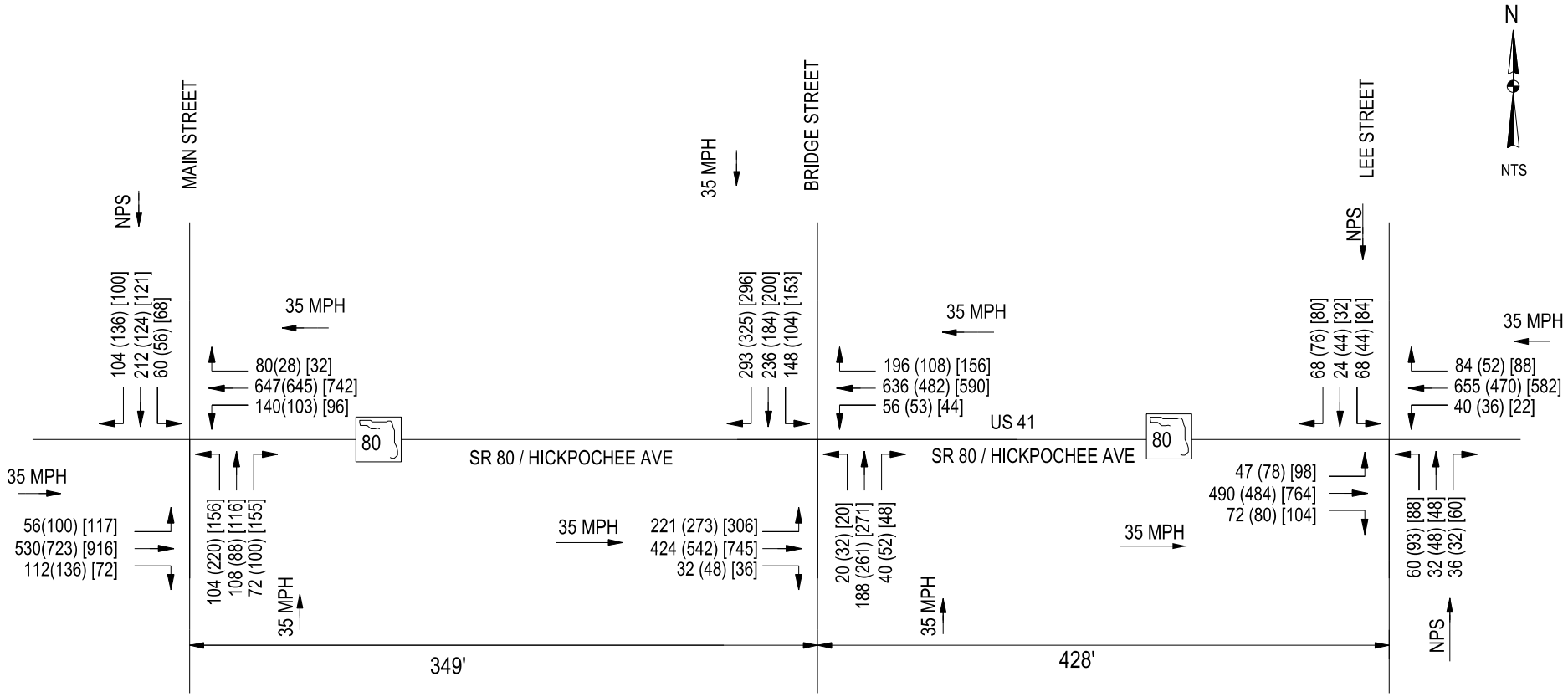
DISTRICT ONE
TRAFFIC OPERATIONS
SIGNAL SECTION

SR 80 / HICKPOCHEE AVE FROM MAIN STREET TO LEE STREET

LINE SKETCH OF LANE CONFIGURATIONS

PREPARED BY:
FTE

DATE: 02/05/2024



NOTES:

- XXX (XXX) [XXX] - AM VOLUME (MIDDAY VOLUME) [PM VOLUME]
- ALL VOLUME VALUES SHOWN IN THIS SHEET ARE FOR TRAFFIC ANALYSIS FOR SIGNAL TIMING DESIGN PURPOSES ONLY

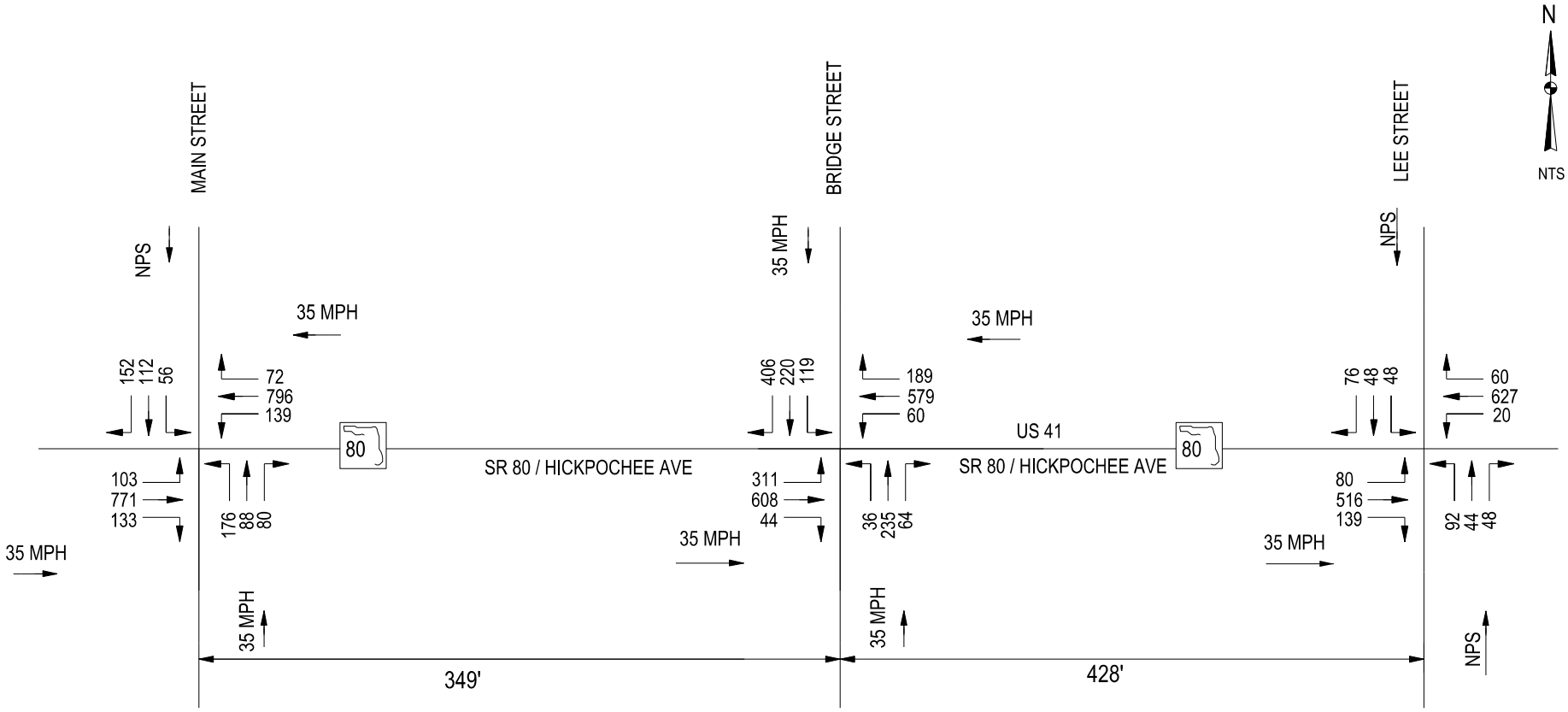
DISTRICT ONE
TRAFFIC OPERATIONS
SIGNAL SECTION

SR 80 / HICKPOCHEE AVE FROM MAIN STREET TO LEE STREET

LINE SKETCH OF TRAFFIC VOLUME: WEEKDAY

PREPARED BY: FTE

DATE: 02/19/2024



NOTES:

- SATURDAY VOLUME
- ALL VOLUME VALUES SHOWN IN THIS SHEET ARE FOR TRAFFIC ANALYSIS FOR SIGNAL TIMING DESIGN PURPOSES ONLY

DISTRICT ONE
TRAFFIC OPERATIONS
SIGNAL SECTION

SR 80 / HICKPOCHEE AVE FROM MAIN STREET TO LEE STREET

LINE SKETCH OF TRAFFIC VOLUME: SATURDAY

PREPARED BY: FTE

DATE: 02/19/2024

Designed By:	M. Munson
Date:	3/26/2024
Checked By:	P. Kurth
Date:	3/26/2024

Location Details	
Section: 07010000	Mile Post: 9.355
Major Street: SR 80 / Hickpochee Ave	Orientation E-W
Minor Street: Main Street	Orientation N-S
Sig ID: 169	System ID: 07010A

Controller Timings (seconds)

Movement # (Controller Phase Ø)	1	2	3	4	5	6	7	8	Notes
Direction	EBL	WB		NB	WBL	EB	NBL	SB	
Turn Type	FYA				FYA		FYA		
Min Green	5	12		7	5	12	5	7	
Ext	3	5		3	3	5	3	3	
Yellow	4.1	4.1		4.1	4.1	4.1	4.1	4.1	
All Red	3.4	3.4		2.0	3.4	3.4	2.0	2.0	
Max I	10	40		20	10	40	10	20	
Max II									
Walk		7		7		7		7	
Flashing Don't Walk		17		25		19		27	
Detector Memory									
Det. Cross Switch.	YES				YES		YES		
Dual Entry				On				On	
Vehicle Recall		Min		Min		Min	Min		
CNA									
Rest in Walk									

Coordination Timings (seconds)

Pattern	C-S-O	Cycle Length	Splits								Offset	Sequence	Coord Phase
1		140	16	72		52	21	67	19	33	9	3	2 & 6
2		140	16	72		52	21	67	19	33	9	3	2 & 6
3		140	16	72		52	21	67	19	33	9	3	2 & 6
4		120	16	49		55	16	49	19	36	9	3	2 & 6
5		100	14	50		36	17	47	14	22	6	1	2 & 6
6		80	14	36		30	14	36	14	16	10	1	2 & 6

Offset Reference Point
End of Main Street Green

SOP 10 (Sequence 1)

Ring 1	1	2	4	
Ring 2	5	6	7	8

SOP 10 (Sequence 3)

Ring 1	2	1	4	
Ring 2	5	6	7	8

Notes:

1) Use 'Max I" during FREE operations and 'Max Inhibit' during coordination
2) Use Fixed Force Offs
3) Max recall phases 2 & 6 during coordination
4) Sequence 1 used during FREE operation
5) Program 3 sec of detection delay for minor street left turn movements
6) Program 8 sec of detection delay for minor street right turn movements
7) Controller: Peek ATC-1000
7.a) Permissive Type: Yield
7.b) Yield Percent: 5%
7.c) Offset Seeking Mode: Short Route
7.d) Pedestrian Override = YES for all patterns
8) Program 3 sec startup delay for FYA indication on movements 1, 5
9) Remove Detector cross switching and phase restrictions for Ø1 & Ø5 during all Patterns

Designed By:	M. Munson
Date:	3/26/2024
Checked By:	P. Kurth
Date:	3/26/2024

Location Details	
Section: 07010000	Mile Post: 9.422
Major Street: SR 80 / Hickpochee Ave	Orientation E-W
Minor Street: SR 29 / Bridge Street	Orientation N-S
Sig ID: 170	System ID: 07010A

Controller Timings (seconds)

Movement # (Controller Phase Ø)	1	2	3	4	5	6	7	8	Notes
Direction	EBL	WB	SBL	NB	WBL	EB		SB	
Turn Type	FYA		FYA		FYA				
Min Green	5	12	5	7	5	12		7	
Ext	3	5	3	4	3	5		6	
Yellow	4.1	4.1	4.1	4.1	4.1	4.1		4.1	
All Red	3.1	3.1	2.6	2.6	3.1	3.1		2.6	
Max I	10	40	10	40	10	40		40	
Max II									
Walk		7		7		7		7	
Flashing Don't Walk		23		33		24		32	
Detector Memory									
Det. Cross Switch.	YES		YES		YES				
Dual Entry				On				On	
Vehicle Recall		Min				Min			
CNA									
Rest in Walk									

Coordination Timings (seconds)

Pattern	C-S-O	Cycle Length	Splits								Offset	Sequence	Coord Phase
1		140	28	50	16	46	13	65		62	0	3	2 & 6
2		140	33	45	16	46	13	65		62	0	3	2 & 6
3		140	33	50	16	41	13	70		57	0	3	2 & 6
4		120	31	37	19	33	13	55		52	5	3	2 & 6
5		100	25	36	16	23	16	45		39	0	3	2 & 6
6		80	17	31	15	17	14	34		32	0	3	2 & 6

Offset Reference Point
End of Main Street Green

SOP 10 (Sequence 1)

Ring 1	1	2	3	4
Ring 2	5	6	8	

SOP 10 (Sequence 3)

Ring 1	2	1	3	4
Ring 2	5	6	8	

Notes:

1) Use 'Max I" during FREE operations and 'Max Inhibit' during coordination
2) Use Fixed Force Offs
3) Max recall phases 2 & 6 during coordination
4) Sequence 1 used during FREE operation
5) Program 3 sec of detection delay for minor street left turn movements
6) Program 8 sec of detection delay for minor street right turn movements
7) Controller: Peek ATC-1000

7.a) Permissive Type: Yield
7.b) Yield Percent: 5%
7.c) Offset Seeking Mode: Short Route
7.d) Pedestrian Override = YES for all patterns

8) Program 3 sec startup delay for FYA indication on movements 1, 5
9) Remove Detector cross switching and phase restrictions for Ø1 & Ø5 during all Patterns

Designed By:	M. Munson
Date:	3/26/2024
Checked By:	P. Kurth
Date:	3/26/2024

Location Details	
Section: 07010000	Mile Post: 9.500
Major Street: SR 80 / Hickpochee Ave	Orientation E-W
Minor Street: Lee Street	Orientation N-S
Sig ID: 171	System ID: 07010A

Controller Timings (seconds)

Movement # (Controller Phase Ø)	1	2	3	4	5	6	7	8	Notes
Direction	EBL	WB		NB	WBL	EB		SB	
Turn Type	FYA				FYA				
Min Green	5	12		7	5	12		7	
Ext	3	5		3	3	5		3	
Yellow	4.1	4.1		3.7	4.1	4.1		3.7	
All Red	3.2	3.2		2.0	3.2	3.2		2.0	
Max I	10	40		20	10	40		20	
Max II									
Walk		7		7		7		7	
Flashing Don't Walk		14		27		27		31	
Detector Memory									
Det. Cross Switch.	YES				YES				
Dual Entry				On				On	
Vehicle Recall		Min				Min			
CNA									
Rest in Walk									

Coordination Timings (seconds)

Pattern	C-S-O	Cycle Length	Splits								Offset	Sequence	Coord Phase
1		140	16	94		30	16	94		30	62	1	2 & 6
2		140	16	94		30	16	94		30	62	1	2 & 6
3		140	16	94		30	16	94		30	62	1	2 & 6
4		120	16	74		30	16	74		30	52	1	2 & 6
5		100	16	59		25	16	59		25	25	1	2 & 6
6		80	16	46		18	16	46		18	24	1	2 & 6

Offset Reference Point
End of Main Street Green

SOP 7 (Sequence 1)

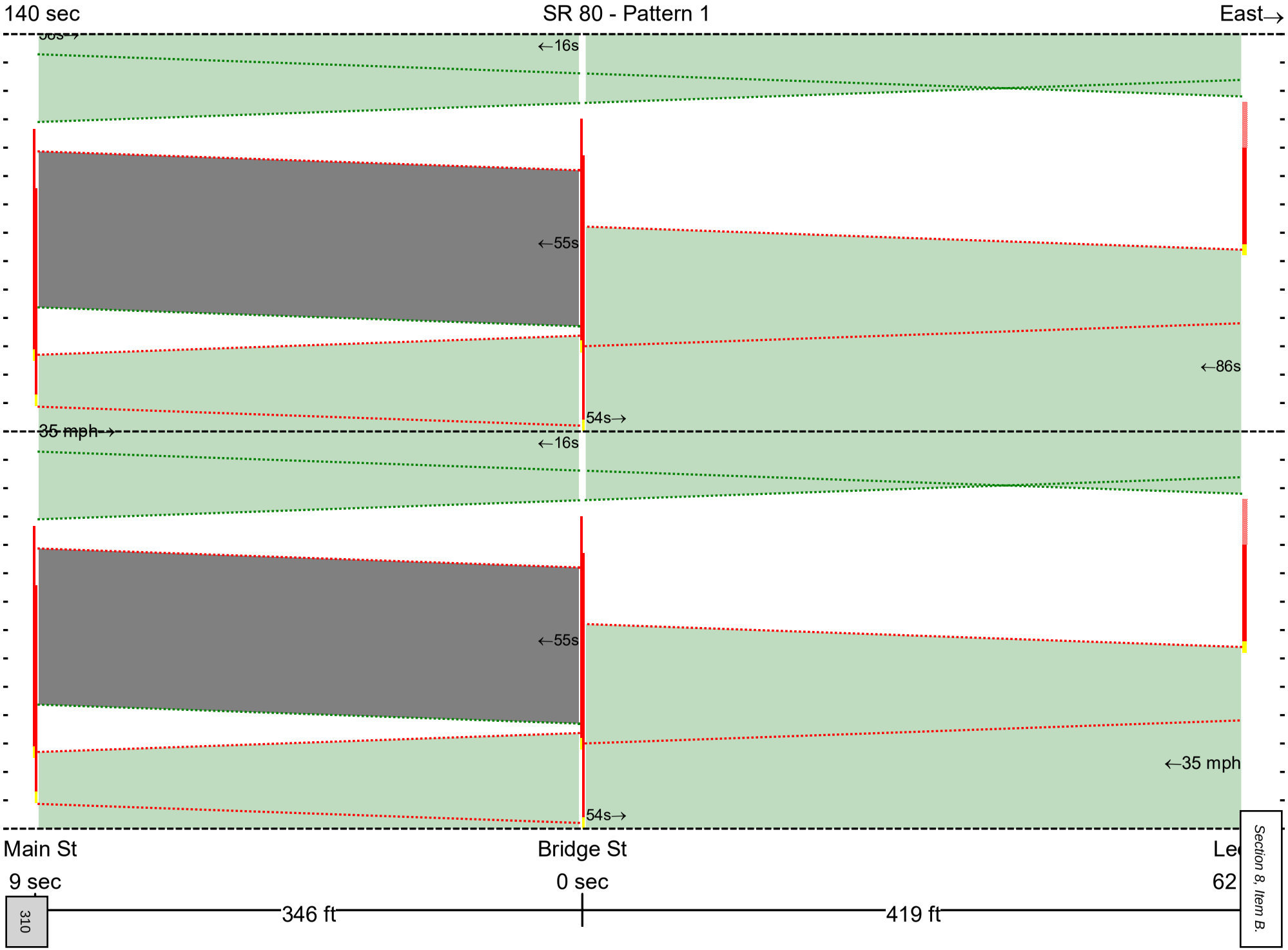
Ring 1	1	2	4
Ring 2	5	6	8

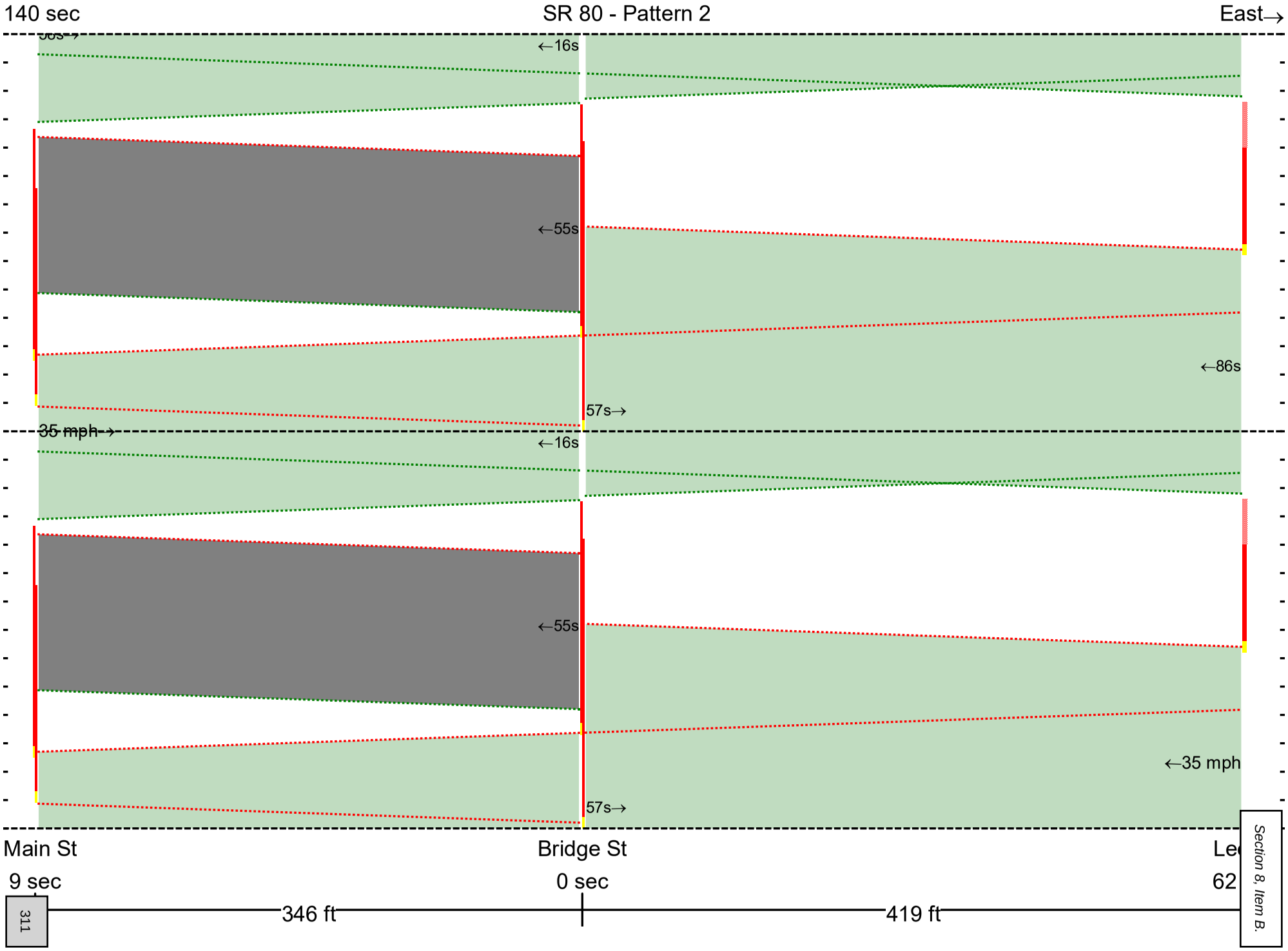
Notes:

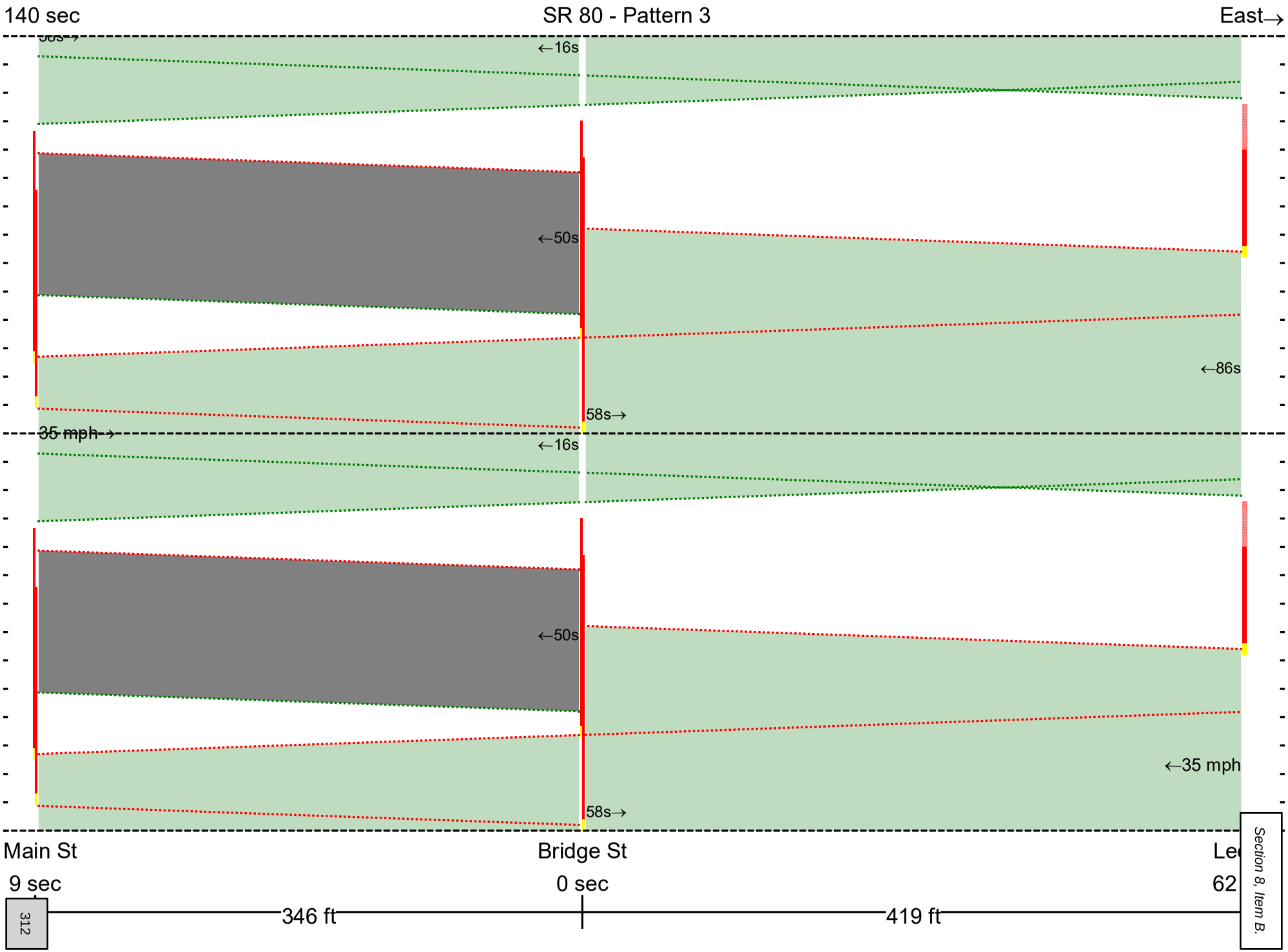
1) Use 'Max I" during FREE operations and 'Max Inhibit' during coordination
2) Use Fixed Force Offs
3) Max recall phases 2 & 6 during coordination
4) Sequence 1 used during FREE operation
5) Program 3 sec of detection delay for minor street left turn movements
6) Program 8 sec of detection delay for minor street right turn movements
7) Controller: Peek ATC-1000

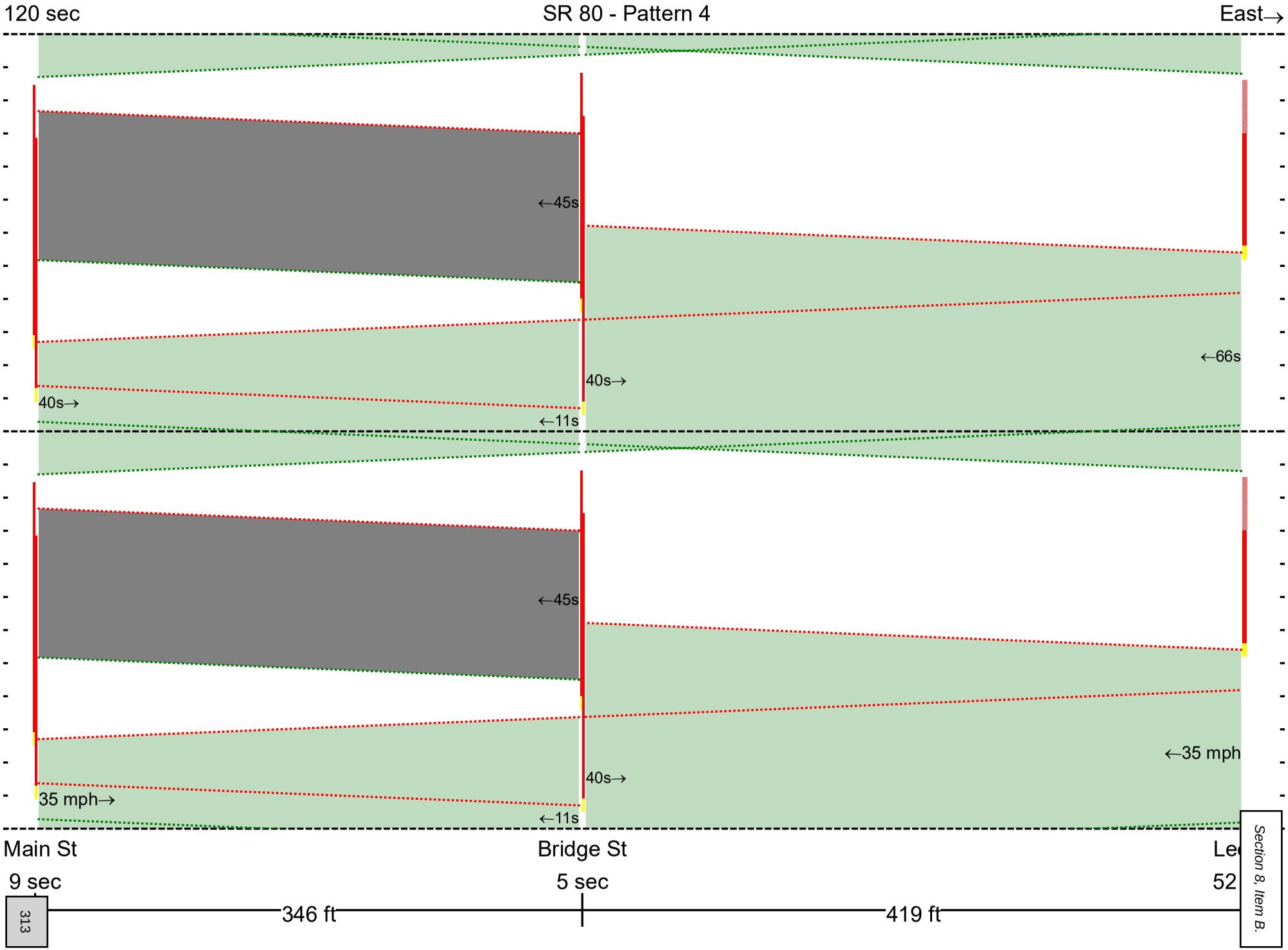
7.a) Permissive Type: Yield
7.b) Yield Percent: 5%
7.c) Offset Seeking Mode: Short Route
7.d) Pedestrian Override = YES for all patterns

8) Program 3 sec startup delay for FYA indication on movements 1, 5

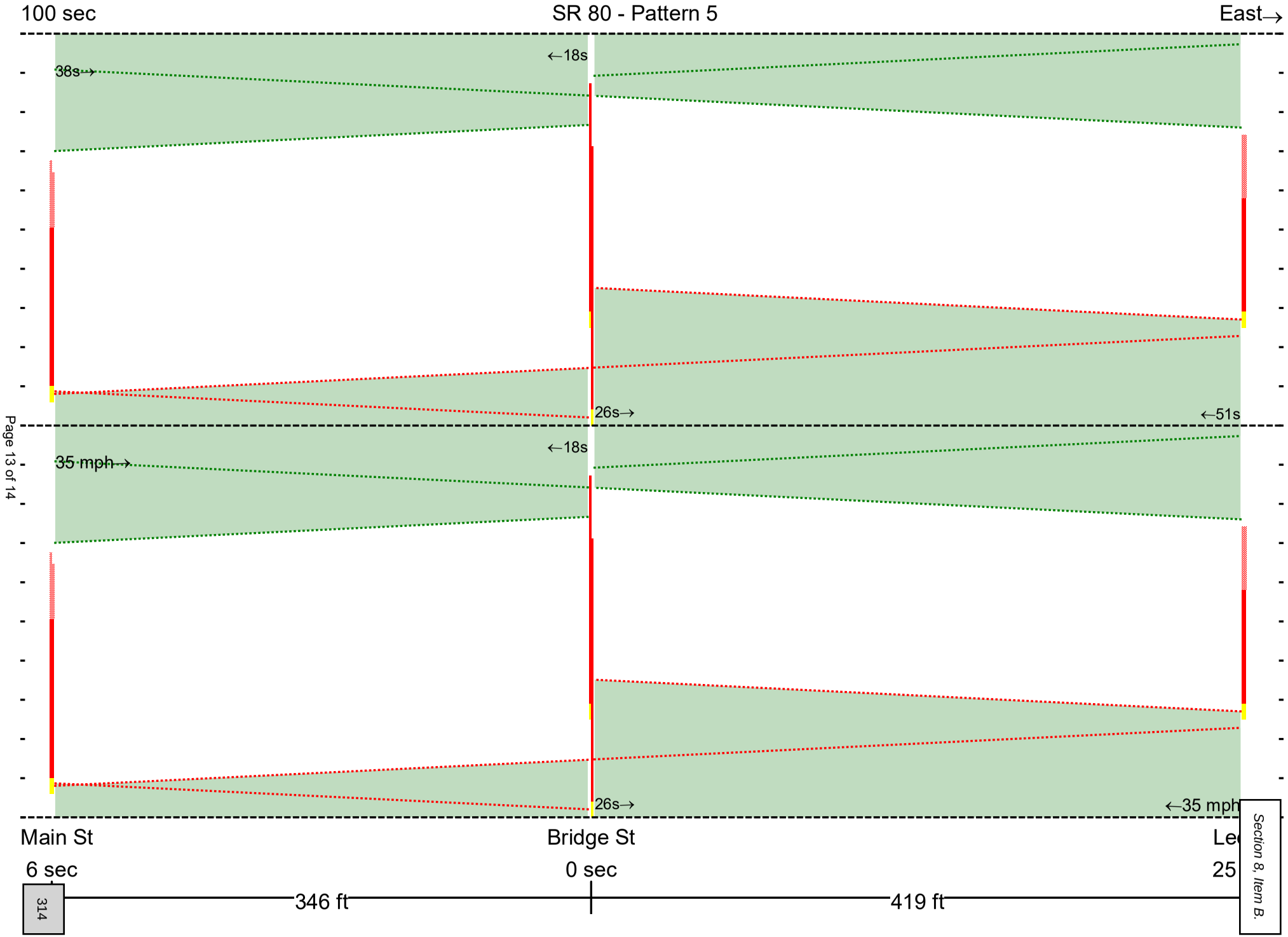

140 sec
SR 80 - Pattern 1
East→
←16s
←55s
←86s
54s→
35 mph→
←16s
←55s
←35 mph
54s→
Main St
Bridge St
9 sec
0 sec
62
346 ft
419 ft
310

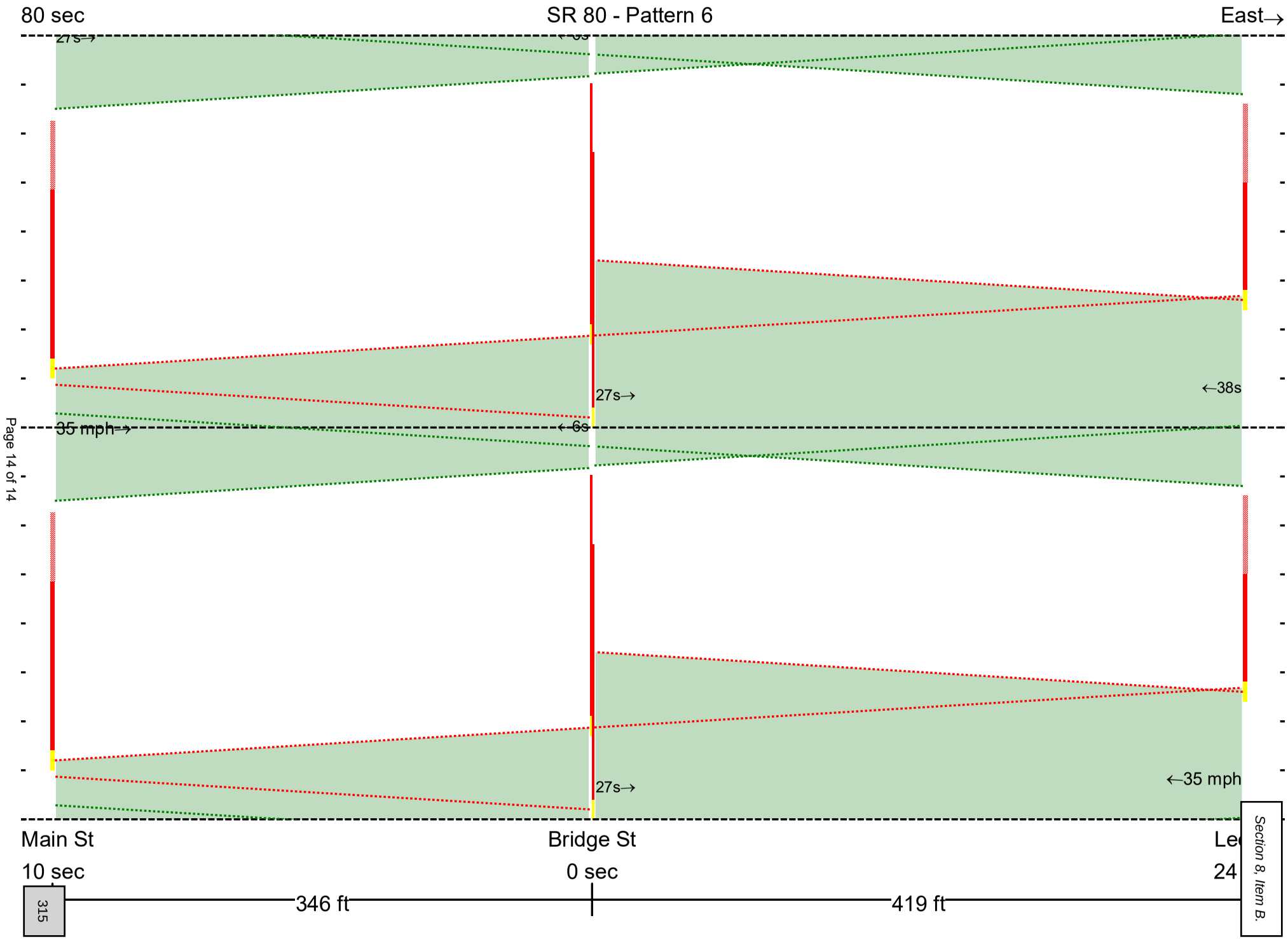

140 sec
SR 80 - Pattern 2
East→
←16s
←55s
←86s
57s→
35 mph→
←16s
←55s
←35 mph
57s→
Main St
Bridge St
9 sec
0 sec
346 ft
419 ft
311
Section 8, Item B.


140 sec
SR 80 - Pattern 3
East→
←16s
←50s
←86s
58s→
35 mph→
←16s
←50s
←35 mph
58s→
Main St
Bridge St
9 sec
0 sec
346 ft
419 ft
312
Section 8, Item B.



Section 8, Item B.


100 sec
SR 80 - Pattern 5
East→
←18s
38s→
26s→
←51s
←18s
35 mph→
26s→
←35 mph
Main St
Bridge St
6 sec
0 sec
25
346 ft
419 ft
314


80 sec
SR 80 - Pattern 6
East→
27s→
←6s
27s→
←38s
35 mph→
←6s
27s→
←35 mph
Main St
Bridge St
10 sec
0 sec
24
315
346 ft
419 ft

APPENDIX D

EXISTING CONDITIONS SYNCHRO

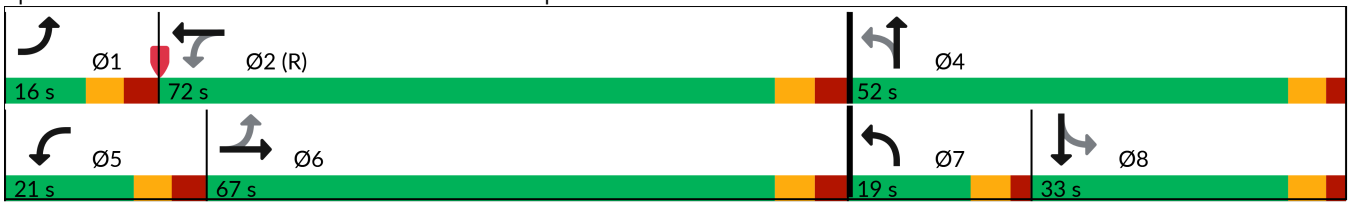
Timings
3: Main Street/Main Street & Hickpochee Avenue

03/11/2025

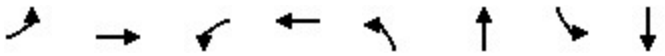
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Configurations								
Traffic Volume (vph)	32	507	110	644	112	105	56	157
Future Volume (vph)	32	507	110	644	112	105	56	157
Turn Type	pm+pt	NA	pm+pt	NA	pm+pt	NA	Perm	NA
Protected Phases	1	6	5	2	7	4		8
Permitted Phases	6		2		4		8	
Detector Phase	1	6	5	2	7	4	8	8
Switch Phase								
Minimum Initial (s)	5.0	12.0	5.0	12.0	5.0	7.0	7.0	7.0
Minimum Split (s)	12.5	23.5	12.5	23.5	11.1	22.1	22.1	22.1
Total Split (s)	16.0	67.0	21.0	72.0	19.0	52.0	33.0	33.0
Total Split (%)	11.4%	47.9%	15.0%	51.4%	13.6%	37.1%	23.6%	23.6%
Yellow Time (s)	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
All-Red Time (s)	3.4	3.4	3.4	3.4	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.5	7.5	7.5	7.5	6.1	6.1	6.1	6.1
Lead/Lag	Lead	Lag	Lead	Lag	Lead		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Recall Mode	None	Max	None	C-Max	None	None	None	None
Act Effct Green (s)	74.8	68.1	82.8	76.3	41.3	41.3	23.2	23.2
Actuated g/C Ratio	0.53	0.49	0.59	0.55	0.30	0.30	0.17	0.17
v/c Ratio	0.09	0.35	0.25	0.38	0.52	0.33	0.30	0.84
Control Delay (s/veh)	13.5	23.7	14.0	20.8	44.3	34.2	54.0	75.6
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	13.5	23.7	14.0	20.8	44.3	34.2	54.0	75.6
LOS	B	C	B	C	D	C	D	E
Approach Delay (s/veh)		23.1		19.9		38.3		71.6
Approach LOS		C		B		D		E

Intersection Summary	
Cycle Length: 140	
Actuated Cycle Length: 140	
Offset: 0 (0%), Referenced to phase 2:WBTL, Start of Green	
Natural Cycle: 70	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.84	
Intersection Signal Delay (s/veh): 31.3	Intersection LOS: C
Intersection Capacity Utilization 66.0%	ICU Level of Service C
Analysis Period (min) 15	

Splits and Phases: 3: Main Street/Main Street & Hickpochee Avenue



Queues
3: Main Street/Main Street & Hickpochee Avenue 03/11/2025



Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Group Flow (vph)	34	593	116	729	118	175	59	258
v/c Ratio	0.09	0.35	0.25	0.38	0.52	0.33	0.30	0.84
Control Delay (s/veh)	13.5	23.7	14.0	20.8	44.3	34.2	54.0	75.6
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	13.5	23.7	14.0	20.8	44.3	34.2	54.0	75.6
Queue Length 50th (ft)	12	174	44	217	79	106	47	213
Queue Length 95th (ft)	29	238	77	284	129	167	91	311
Internal Link Dist (ft)		990		1144		978		957
Turn Bay Length (ft)								
Base Capacity (vph)	419	1700	504	1911	238	591	231	353
Starvation Cap Reductn	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.08	0.35	0.23	0.38	0.50	0.30	0.26	0.73

Intersection Summary

HCM 7th Signalized Intersection Summary
3: Main Street/Main Street & Hickpochee Avenue 03/11/2025

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	32	507	56	110	644	48	112	105	61	56	157	88
Future Volume (veh/h)	32	507	56	110	644	48	112	105	61	56	157	88
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	34	534	48	116	678	40	118	111	53	59	165	82
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	424	1770	159	502	1890	111	195	321	154	243	185	92
Arrive On Green	0.03	0.54	0.54	0.04	0.55	0.55	0.07	0.27	0.27	0.16	0.16	0.16
Sat Flow, veh/h	1781	3298	296	1781	3410	201	1781	1196	571	1222	1179	586
Grp Volume(v), veh/h	34	287	295	116	353	365	118	0	164	59	0	247
Grp Sat Flow(s),veh/h/ln	1781	1777	1817	1781	1777	1834	1781	0	1768	1222	0	1765
Q Serve(g_s), s	1.2	12.5	12.6	4.1	15.5	15.5	7.6	0.0	10.5	6.0	0.0	19.2
Cycle Q Clear(g_c), s	1.2	12.5	12.6	4.1	15.5	15.5	7.6	0.0	10.5	6.0	0.0	19.2
Prop In Lane	1.00		0.16	1.00		0.11	1.00		0.32	1.00		0.33
Lane Grp Cap(c), veh/h	424	953	975	502	985	1017	195	0	475	243	0	277
V/C Ratio(X)	0.08	0.30	0.30	0.23	0.36	0.36	0.60	0.00	0.35	0.24	0.00	0.89
Avail Cap(c_a), veh/h	485	953	975	595	985	1017	238	0	580	286	0	339
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	14.3	17.9	18.0	13.8	17.3	17.4	45.2	0.0	41.3	52.3	0.0	57.8
Incr Delay (d2), s/veh	0.1	0.8	0.8	0.2	1.0	1.0	3.0	0.0	0.4	0.5	0.0	21.3
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(95%),veh/ln	0.9	9.2	9.4	3.0	10.9	11.2	6.4	0.0	8.2	3.4	0.0	15.5
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	14.4	18.7	18.8	14.1	18.4	18.3	48.1	0.0	41.7	52.8	0.0	79.1
LnGrp LOS	B	B	B	B	B	B	D		D	D		E
Approach Vol, veh/h		616			834			282			306	
Approach Delay, s/veh		18.5			17.8			44.4			74.0	
Approach LOS		B			B			D			E	

Timer - Assigned Phs	1	2		4	5	6	7	8				
Phs Duration (G+Y+Rc), s	11.2	85.1		43.7	13.7	82.6	15.6	28.1				
Change Period (Y+Rc), s	7.5	7.5		6.1	7.5	7.5	6.1	6.1				
Max Green Setting (Gmax), s	8.5	64.5		45.9	13.5	59.5	12.9	26.9				
Max Q Clear Time (g_c+I1), s	3.2	17.5		12.5	6.1	14.6	9.6	21.2				
Green Ext Time (p_c), s	0.0	5.2		1.0	0.1	4.0	0.1	0.8				

Intersection Summary			
HCM 7th Control Delay, s/veh		30.1	
HCM 7th LOS		C	

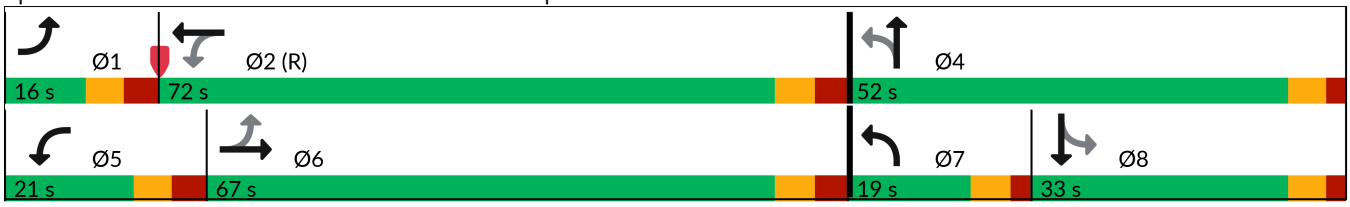
Timings
3: Main Street/Main Street & Hickpochee Avenue

03/11/2025

Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Configurations								
Traffic Volume (vph)	67	862	84	656	142	101	37	188
Future Volume (vph)	67	862	84	656	142	101	37	188
Turn Type	pm+pt	NA	pm+pt	NA	pm+pt	NA	Perm	NA
Protected Phases	1	6	5	2	7	4		8
Permitted Phases	6		2		4		8	
Detector Phase	1	6	5	2	7	4	8	8
Switch Phase								
Minimum Initial (s)	5.0	12.0	5.0	12.0	5.0	7.0	7.0	7.0
Minimum Split (s)	12.5	23.5	12.5	23.5	11.1	22.1	22.1	22.1
Total Split (s)	16.0	67.0	21.0	72.0	19.0	52.0	33.0	33.0
Total Split (%)	11.4%	47.9%	15.0%	51.4%	13.6%	37.1%	23.6%	23.6%
Yellow Time (s)	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
All-Red Time (s)	3.4	3.4	3.4	3.4	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.5	7.5	7.5	7.5	6.1	6.1	6.1	6.1
Lead/Lag	Lead	Lag	Lead	Lag	Lead		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Recall Mode	None	Max	None	C-Max	None	None	None	None
Act Effct Green (s)	74.5	66.9	77.9	70.6	43.4	43.4	24.9	24.9
Actuated g/C Ratio	0.53	0.48	0.56	0.50	0.31	0.31	0.18	0.18
v/c Ratio	0.19	0.58	0.31	0.42	0.66	0.47	0.20	0.89
Control Delay (s/veh)	14.4	28.7	16.0	23.8	50.2	32.7	50.8	80.9
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	14.4	28.7	16.0	23.8	50.2	32.7	50.8	80.9
LOS	B	C	B	C	D	C	D	F
Approach Delay (s/veh)		27.7		23.0		38.9		77.3
Approach LOS		C		C		D		E

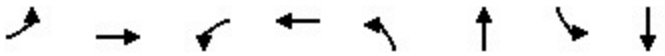
Intersection Summary	
Cycle Length: 140	
Actuated Cycle Length: 140	
Offset: 0 (0%), Referenced to phase 2:WBTL, Start of Green	
Natural Cycle: 80	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.89	
Intersection Signal Delay (s/veh): 34.3	Intersection LOS: C
Intersection Capacity Utilization 76.1%	ICU Level of Service D
Analysis Period (min) 15	

Splits and Phases: 3: Main Street/Main Street & Hickpochee Avenue



Queues
3: Main Street/Main Street & Hickpochee Avenue

03/11/2025



Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Group Flow (vph)	71	970	88	735	149	268	39	290
v/c Ratio	0.19	0.58	0.31	0.42	0.66	0.47	0.20	0.89
Control Delay (s/veh)	14.4	28.7	16.0	23.8	50.2	32.7	50.8	80.9
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	14.4	28.7	16.0	23.8	50.2	32.7	50.8	80.9
Queue Length 50th (ft)	28	338	34	232	100	150	30	244
Queue Length 95th (ft)	51	423	60	289	159	237	66	#391
Internal Link Dist (ft)		990		1144		978		957
Turn Bay Length (ft)								
Base Capacity (vph)	390	1677	345	1770	230	594	212	352
Starvation Cap Reductn	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.18	0.58	0.26	0.42	0.65	0.45	0.18	0.82

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 7th Signalized Intersection Summary
3: Main Street/Main Street & Hickpochee Avenue 03/11/2025

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	67	862	60	84	656	42	142	101	154	37	188	87
Future Volume (veh/h)	67	862	60	84	656	42	142	101	154	37	188	87
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	71	907	52	88	691	33	149	106	151	39	198	81
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	402	1759	101	316	1791	85	216	207	295	244	217	89
Arrive On Green	0.03	0.52	0.52	0.04	0.52	0.52	0.08	0.30	0.30	0.17	0.17	0.17
Sat Flow, veh/h	1781	3416	196	1781	3453	165	1781	698	994	1123	1261	516
Grp Volume(v), veh/h	71	472	487	88	355	369	149	0	257	39	0	279
Grp Sat Flow(s),veh/h/ln	1781	1777	1835	1781	1777	1841	1781	0	1691	1123	0	1777
Q Serve(g_s), s	2.6	24.5	24.5	3.3	16.9	16.9	9.4	0.0	17.6	4.2	0.0	21.6
Cycle Q Clear(g_c), s	2.6	24.5	24.5	3.3	16.9	16.9	9.4	0.0	17.6	4.3	0.0	21.6
Prop In Lane	1.00		0.11	1.00		0.09	1.00		0.59	1.00		0.29
Lane Grp Cap(c), veh/h	402	915	945	316	922	955	216	0	503	244	0	306
V/C Ratio(X)	0.18	0.52	0.52	0.28	0.39	0.39	0.69	0.00	0.51	0.16	0.00	0.91
Avail Cap(c_a), veh/h	450	915	945	422	922	955	236	0	555	266	0	342
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	15.9	22.4	22.4	17.3	20.3	20.3	43.2	0.0	40.8	49.8	0.0	56.9
Incr Delay (d2), s/veh	0.2	2.1	2.0	0.5	1.2	1.2	7.4	0.0	0.8	0.3	0.0	26.0
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(95%),veh/ln	2.0	16.2	16.6	2.5	11.8	12.1	8.1	0.0	12.0	2.2	0.0	17.6
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	16.1	24.5	24.4	17.8	21.5	21.5	50.6	0.0	41.6	50.1	0.0	82.8
LnGrp LOS	B	C	C	B	C	C	D		D	D		F
Approach Vol, veh/h		1030			812			406			318	
Approach Delay, s/veh		23.9			21.1			44.9			78.8	
Approach LOS		C			C			D			E	

Timer - Assigned Phs	1	2		4	5	6	7	8				
Phs Duration (G+Y+Rc), s	12.2	80.1		47.7	12.7	79.6	17.5	30.2				
Change Period (Y+Rc), s	7.5	7.5		6.1	7.5	7.5	6.1	6.1				
Max Green Setting (Gmax), s	8.5	64.5		45.9	13.5	59.5	12.9	26.9				
Max Q Clear Time (g_c+I1), s	4.6	18.9		19.6	5.3	26.5	11.4	23.6				
Green Ext Time (p_c), s	0.0	5.2		1.6	0.1	7.4	0.1	0.6				

Intersection Summary												
HCM 7th Control Delay, s/veh			33.1									
HCM 7th LOS			C									

APPENDIX E

BACKGROUND CONDITIONS SYNCHRO

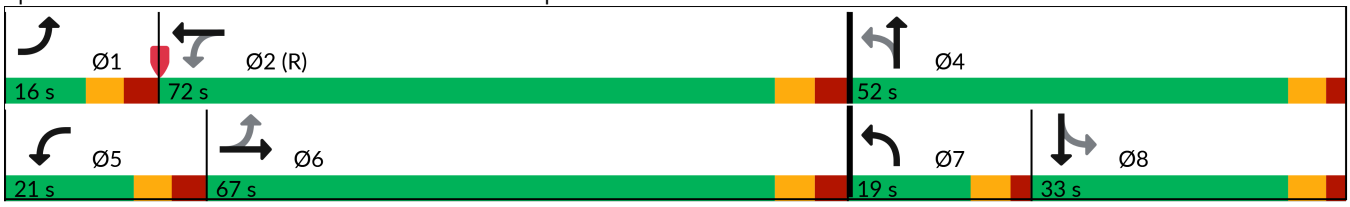
Timings
3: Main Street/Main Street & Hickpochee Avenue

03/11/2025

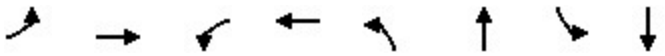
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Configurations								
Traffic Volume (vph)	40	638	138	810	141	132	70	198
Future Volume (vph)	40	638	138	810	141	132	70	198
Turn Type	pm+pt	NA	pm+pt	NA	pm+pt	NA	Perm	NA
Protected Phases	1	6	5	2	7	4		8
Permitted Phases	6		2		4		8	
Detector Phase	1	6	5	2	7	4	8	8
Switch Phase								
Minimum Initial (s)	5.0	12.0	5.0	12.0	5.0	7.0	7.0	7.0
Minimum Split (s)	12.5	23.5	12.5	23.5	11.1	22.1	22.1	22.1
Total Split (s)	16.0	67.0	21.0	72.0	19.0	52.0	33.0	33.0
Total Split (%)	11.4%	47.9%	15.0%	51.4%	13.6%	37.1%	23.6%	23.6%
Yellow Time (s)	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
All-Red Time (s)	3.4	3.4	3.4	3.4	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.5	7.5	7.5	7.5	6.1	6.1	6.1	6.1
Lead/Lag	Lead	Lag	Lead	Lag	Lead		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Recall Mode	None	Max	None	C-Max	None	None	None	None
Act Effct Green (s)	70.3	63.4	79.0	69.8	44.8	44.8	26.3	26.3
Actuated g/C Ratio	0.50	0.45	0.56	0.50	0.32	0.32	0.19	0.19
v/c Ratio	0.14	0.47	0.38	0.52	0.70	0.38	0.34	0.94
Control Delay (s/veh)	14.7	28.0	16.7	26.1	53.0	34.9	54.1	88.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	14.7	28.0	16.7	26.1	53.0	34.9	54.1	88.4
LOS	B	C	B	C	D	C	D	F
Approach Delay (s/veh)		27.3		24.8		42.2		82.1
Approach LOS		C		C		D		F

Intersection Summary	
Cycle Length: 140	
Actuated Cycle Length: 140	
Offset: 0 (0%), Referenced to phase 2:WBTL, Start of Green	
Natural Cycle: 80	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.94	
Intersection Signal Delay (s/veh): 36.7	Intersection LOS: D
Intersection Capacity Utilization 76.1%	ICU Level of Service D
Analysis Period (min) 15	

Splits and Phases: 3: Main Street/Main Street & Hickpochee Avenue



Queues
3: Main Street/Main Street & Hickpochee Avenue 03/11/2025



Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Group Flow (vph)	42	746	145	916	148	220	74	325
v/c Ratio	0.14	0.47	0.38	0.52	0.70	0.38	0.34	0.94
Control Delay (s/veh)	14.7	28.0	16.7	26.1	53.0	34.9	54.1	88.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	14.7	28.0	16.7	26.1	53.0	34.9	54.1	88.4
Queue Length 50th (ft)	16	245	59	305	99	137	59	279
Queue Length 95th (ft)	34	315	94	378	#162	213	110	#463
Internal Link Dist (ft)		990		1144		978		957
Turn Bay Length (ft)								
Base Capacity (vph)	313	1584	409	1750	217	591	222	353
Starvation Cap Reductn	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.13	0.47	0.35	0.52	0.68	0.37	0.33	0.92

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 7th Signalized Intersection Summary
3: Main Street/Main Street & Hickpochee Avenue 03/11/2025

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	40	638	70	138	810	60	141	132	77	70	198	111
Future Volume (veh/h)	40	638	70	138	810	60	141	132	77	70	198	111
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	42	672	63	145	853	52	148	139	70	74	208	106
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	314	1575	148	401	1726	105	209	367	185	275	222	113
Arrive On Green	0.03	0.48	0.48	0.06	0.51	0.51	0.08	0.31	0.31	0.19	0.19	0.19
Sat Flow, veh/h	1781	3284	308	1781	3402	207	1781	1173	591	1173	1168	595
Grp Volume(v), veh/h	42	363	372	145	445	460	148	0	209	74	0	314
Grp Sat Flow(s),veh/h/ln	1781	1777	1815	1781	1777	1833	1781	0	1764	1173	0	1763
Q Serve(g_s), s	1.7	18.7	18.8	5.8	23.1	23.1	9.1	0.0	12.9	7.6	0.0	24.6
Cycle Q Clear(g_c), s	1.7	18.7	18.8	5.8	23.1	23.1	9.1	0.0	12.9	7.6	0.0	24.6
Prop In Lane	1.00		0.17	1.00		0.11	1.00		0.33	1.00		0.34
Lane Grp Cap(c), veh/h	314	852	871	401	901	930	209	0	553	275	0	336
V/C Ratio(X)	0.13	0.43	0.43	0.36	0.49	0.49	0.71	0.00	0.38	0.27	0.00	0.94
Avail Cap(c_a), veh/h	371	852	871	473	901	930	231	0	578	277	0	339
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	18.7	23.8	23.8	18.0	22.7	22.7	42.0	0.0	37.5	49.0	0.0	55.8
Incr Delay (d2), s/veh	0.2	1.6	1.5	0.5	1.9	1.9	8.6	0.0	0.4	0.5	0.0	32.5
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(95%),veh/ln	1.3	13.0	13.3	4.4	15.4	15.8	8.0	0.0	9.6	4.1	0.0	20.1
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	18.9	25.4	25.4	18.5	24.6	24.6	50.6	0.0	37.9	49.5	0.0	88.4
LnGrp LOS	B	C	C	B	C	C	D		D	D		F
Approach Vol, veh/h		777			1050			357			388	
Approach Delay, s/veh		25.0			23.7			43.1			81.0	
Approach LOS		C			C			D			F	

Timer - Assigned Phs	1	2		4	5	6	7	8				
Phs Duration (G+Y+Rc), s	11.5	78.5		50.0	15.4	74.7	17.2	32.7				
Change Period (Y+Rc), s	7.5	7.5		6.1	7.5	7.5	6.1	6.1				
Max Green Setting (Gmax), s	8.5	64.5		45.9	13.5	59.5	12.9	26.9				
Max Q Clear Time (g_c+I1), s	3.7	25.1		14.9	7.8	20.8	11.1	26.6				
Green Ext Time (p_c), s	0.0	7.0		1.3	0.2	5.3	0.1	0.1				

Intersection Summary		
HCM 7th Control Delay, s/veh		35.5
HCM 7th LOS		D

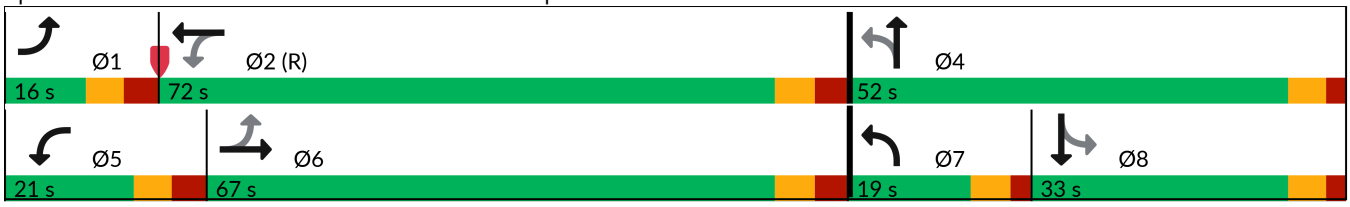
Timings
3: Main Street/Main Street & Hickpochee Avenue

03/11/2025

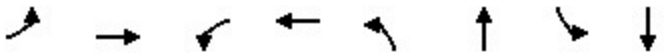
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Configurations								
Traffic Volume (vph)	84	1085	106	825	179	127	47	237
Future Volume (vph)	84	1085	106	825	179	127	47	237
Turn Type	pm+pt	NA	pm+pt	NA	pm+pt	NA	Perm	NA
Protected Phases	1	6	5	2	7	4		8
Permitted Phases	6		2		4		8	
Detector Phase	1	6	5	2	7	4	8	8
Switch Phase								
Minimum Initial (s)	5.0	12.0	5.0	12.0	5.0	7.0	7.0	7.0
Minimum Split (s)	12.5	23.5	12.5	23.5	11.1	22.1	22.1	22.1
Total Split (s)	16.0	67.0	21.0	72.0	19.0	52.0	33.0	33.0
Total Split (%)	11.4%	47.9%	15.0%	51.4%	13.6%	37.1%	23.6%	23.6%
Yellow Time (s)	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
All-Red Time (s)	3.4	3.4	3.4	3.4	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.5	7.5	7.5	7.5	6.1	6.1	6.1	6.1
Lead/Lag	Lead	Lag	Lead	Lag	Lead		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Recall Mode	None	Max	None	C-Max	None	None	None	None
Act Effct Green (s)	71.0	63.1	75.0	65.1	45.9	45.9	26.9	26.9
Actuated g/C Ratio	0.51	0.45	0.54	0.47	0.33	0.33	0.19	0.19
v/c Ratio	0.31	0.77	0.54	0.57	0.87	0.57	0.25	1.03
Control Delay (s/veh)	16.8	36.7	24.0	28.8	72.2	36.2	51.9	108.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	16.8	36.7	24.0	28.8	72.2	36.2	51.9	108.3
LOS	B	D	C	C	E	D	D	F
Approach Delay (s/veh)		35.4		28.3		49.1		101.6
Approach LOS		D		C		D		F

Intersection Summary	
Cycle Length: 140	
Actuated Cycle Length: 140	
Offset: 0 (0%), Referenced to phase 2:WBTL, Start of Green	
Natural Cycle: 90	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.03	
Intersection Signal Delay (s/veh): 43.7	Intersection LOS: D
Intersection Capacity Utilization 89.9%	ICU Level of Service E
Analysis Period (min) 15	

Splits and Phases: 3: Main Street/Main Street & Hickpochee Avenue



Queues
3: Main Street/Main Street & Hickpochee Avenue 03/11/2025



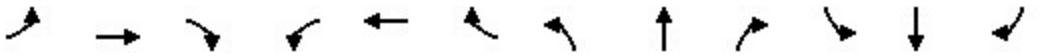
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Group Flow (vph)	88	1221	112	924	188	338	49	364
v/c Ratio	0.31	0.77	0.54	0.57	0.87	0.57	0.25	1.03
Control Delay (s/veh)	16.8	36.7	24.0	28.8	72.2	36.2	51.9	108.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	16.8	36.7	24.0	28.8	72.2	36.2	51.9	108.3
Queue Length 50th (ft)	34	480	44	316	129	211	38	~343
Queue Length 95th (ft)	60	603	76	383	#260	315	79	#548
Internal Link Dist (ft)		990		1144		978		957
Turn Bay Length (ft)								
Base Capacity (vph)	292	1583	255	1633	216	594	199	353
Starvation Cap Reductn	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.30	0.77	0.44	0.57	0.87	0.57	0.25	1.03

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 7th Signalized Intersection Summary
3: Main Street/Main Street & Hickpochee Avenue 03/11/2025



Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	84	1085	75	106	825	53	179	127	194	47	237	109
Future Volume (veh/h)	84	1085	75	106	825	53	179	127	194	47	237	109
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	88	1142	68	112	868	45	188	134	193	49	249	104
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	309	1618	96	232	1659	86	216	227	327	227	241	101
Arrive On Green	0.04	0.47	0.47	0.05	0.48	0.48	0.09	0.33	0.33	0.19	0.19	0.19
Sat Flow, veh/h	1781	3408	203	1781	3437	178	1781	693	998	1053	1253	523
Grp Volume(v), veh/h	88	595	615	112	449	464	188	0	327	49	0	353
Grp Sat Flow(s),veh/h/ln	1781	1777	1834	1781	1777	1838	1781	0	1691	1053	0	1776
Q Serve(g_s), s	3.5	37.0	37.1	4.5	24.5	24.5	11.6	0.0	22.6	5.7	0.0	26.9
Cycle Q Clear(g_c), s	3.5	37.0	37.1	4.5	24.5	24.5	11.6	0.0	22.6	9.3	0.0	26.9
Prop In Lane	1.00		0.11	1.00		0.10	1.00		0.59	1.00		0.29
Lane Grp Cap(c), veh/h	309	843	871	232	858	888	216	0	554	227	0	341
V/C Ratio(X)	0.29	0.71	0.71	0.48	0.52	0.52	0.87	0.00	0.59	0.22	0.00	1.03
Avail Cap(c_a), veh/h	348	843	871	320	858	888	216	0	554	227	0	341
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	19.7	29.0	29.1	23.6	25.0	25.0	41.5	0.0	39.2	51.0	0.0	56.6
Incr Delay (d2), s/veh	0.5	4.9	4.8	1.6	2.3	2.2	29.9	0.0	1.7	0.5	0.0	57.9
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(95%),veh/ln	2.7	23.6	24.2	3.6	16.3	16.7	11.2	0.0	14.8	2.8	0.0	24.9
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	20.2	34.0	33.9	25.2	27.3	27.2	71.4	0.0	40.9	51.5	0.0	114.4
LnGrp LOS	C	C	C	C	C	C	E		D	D		F
Approach Vol, veh/h		1298			1025			515			402	
Approach Delay, s/veh		33.0			27.1			52.0			106.7	
Approach LOS		C			C			D			F	

Timer - Assigned Phs	1	2		4	5	6	7	8				
Phs Duration (G+Y+Rc), s	12.9	75.1		52.0	14.0	74.0	19.0	33.0				
Change Period (Y+Rc), s	7.5	7.5		6.1	7.5	7.5	6.1	6.1				
Max Green Setting (Gmax), s	8.5	64.5		45.9	13.5	59.5	12.9	26.9				
Max Q Clear Time (g_c+I1), s	5.5	26.5		24.6	6.5	39.1	13.6	28.9				
Green Ext Time (p_c), s	0.0	7.1		2.1	0.1	8.6	0.0	0.0				

Intersection Summary												
HCM 7th Control Delay, s/veh			43.3									
HCM 7th LOS			D									

APPENDIX F

TOTAL TRAFFIC CONDITIONS SYNCHRO

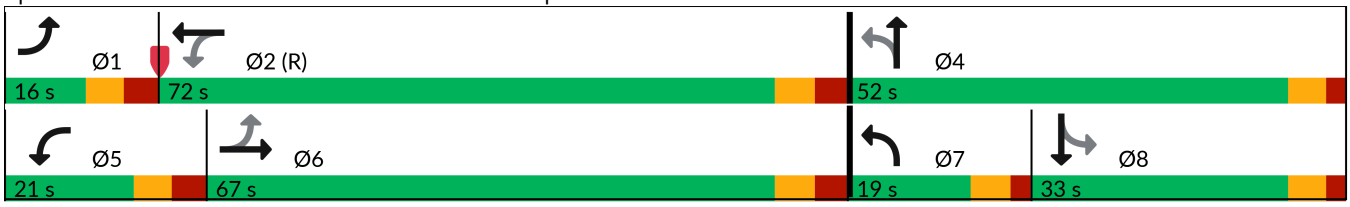
Timings
3: Main Street/Main Street & Hickpochee Avenue

10/28/2025

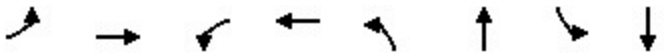
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Configurations								
Traffic Volume (vph)	76	638	138	824	155	153	105	233
Future Volume (vph)	76	638	138	824	155	153	105	233
Turn Type	pm+pt	NA	pm+pt	NA	pm+pt	NA	Perm	NA
Protected Phases	1	6	5	2	7	4		8
Permitted Phases	6		2		4		8	
Detector Phase	1	6	5	2	7	4	8	8
Switch Phase								
Minimum Initial (s)	5.0	12.0	5.0	12.0	5.0	7.0	7.0	7.0
Minimum Split (s)	12.5	23.5	12.5	23.5	11.1	22.1	22.1	22.1
Total Split (s)	16.0	67.0	21.0	72.0	19.0	52.0	33.0	33.0
Total Split (%)	11.4%	47.9%	15.0%	51.4%	13.6%	37.1%	23.6%	23.6%
Yellow Time (s)	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
All-Red Time (s)	3.4	3.4	3.4	3.4	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.5	7.5	7.5	7.5	6.1	6.1	6.1	6.1
Lead/Lag	Lead	Lag	Lead	Lag	Lead		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Recall Mode	None	Max	None	C-Max	None	None	None	None
Act Effct Green (s)	70.0	62.3	76.0	65.2	45.9	45.9	27.1	27.1
Actuated g/C Ratio	0.50	0.45	0.54	0.47	0.33	0.33	0.19	0.19
v/c Ratio	0.29	0.48	0.39	0.58	0.77	0.41	0.51	1.03
Control Delay (s/veh)	16.7	28.6	17.1	29.0	58.5	36.0	59.9	106.9
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	16.7	28.6	17.1	29.0	58.5	36.0	59.9	106.9
LOS	B	C	B	C	E	D	E	F
Approach Delay (s/veh)		27.5		27.4		45.1		95.9
Approach LOS		C		C		D		F

Intersection Summary	
Cycle Length: 140	
Actuated Cycle Length: 140	
Offset: 0 (0%), Referenced to phase 2:WBTL, Start of Green	
Natural Cycle: 90	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.03	
Intersection Signal Delay (s/veh): 41.6	Intersection LOS: D
Intersection Capacity Utilization 79.9%	ICU Level of Service D
Analysis Period (min) 15	

Splits and Phases: 3: Main Street/Main Street & Hickpochee Avenue



Queues
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025



Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Group Flow (vph)	80	746	145	952	163	242	111	363
v/c Ratio	0.29	0.48	0.39	0.58	0.77	0.41	0.51	1.03
Control Delay (s/veh)	16.7	28.6	17.1	29.0	58.5	36.0	59.9	106.9
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	16.7	28.6	17.1	29.0	58.5	36.0	59.9	106.9
Queue Length 50th (ft)	31	245	59	327	110	157	92	~342
Queue Length 95th (ft)	57	315	94	397	#203	238	158	#547
Internal Link Dist (ft)		990		1144		978		957
Turn Bay Length (ft)								
Base Capacity (vph)	283	1555	406	1632	215	593	218	354
Starvation Cap Reductn	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.28	0.48	0.36	0.58	0.76	0.41	0.51	1.03

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 7th Signalized Intersection Summary
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	76	638	70	138	824	81	155	153	77	105	233	112
Future Volume (veh/h)	76	638	70	138	824	81	155	153	77	105	233	112
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	80	672	63	145	867	74	163	161	70	111	245	107
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	301	1546	145	395	1630	139	204	397	173	272	237	104
Arrive On Green	0.04	0.47	0.47	0.06	0.49	0.49	0.09	0.32	0.32	0.19	0.19	0.19
Sat Flow, veh/h	1781	3284	308	1781	3313	283	1781	1236	537	1149	1234	539
Grp Volume(v), veh/h	80	363	372	145	465	476	163	0	231	111	0	352
Grp Sat Flow(s),veh/h/ln	1781	1777	1815	1781	1777	1819	1781	0	1774	1149	0	1773
Q Serve(g_s), s	3.2	19.0	19.1	5.9	25.2	25.2	10.0	0.0	14.2	12.1	0.0	26.9
Cycle Q Clear(g_c), s	3.2	19.0	19.1	5.9	25.2	25.2	10.0	0.0	14.2	12.1	0.0	26.9
Prop In Lane	1.00		0.17	1.00		0.16	1.00		0.30	1.00		0.30
Lane Grp Cap(c), veh/h	301	836	854	395	874	895	204	0	570	272	0	341
V/C Ratio(X)	0.27	0.43	0.44	0.37	0.53	0.53	0.80	0.00	0.41	0.41	0.00	1.03
Avail Cap(c_a), veh/h	345	836	854	465	874	895	216	0	581	272	0	341
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	19.9	24.6	24.7	18.6	24.5	24.5	41.6	0.0	37.1	50.6	0.0	56.6
Incr Delay (d2), s/veh	0.5	1.6	1.6	0.6	2.3	2.3	18.0	0.0	0.5	1.0	0.0	57.6
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(95%),veh/ln	2.5	13.2	13.5	4.5	16.7	17.0	9.3	0.0	10.4	6.4	0.0	24.8
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	20.3	26.3	26.3	19.2	26.8	26.8	59.6	0.0	37.5	51.5	0.0	114.1
LnGrp LOS	C	C	C	B	C	C	E		D	D		F
Approach Vol, veh/h		815			1086			394			463	
Approach Delay, s/veh		25.7			25.8			46.7			99.1	
Approach LOS		C			C			D			F	

Timer - Assigned Phs	1	2		4	5	6	7	8				
Phs Duration (G+Y+Rc), s	12.6	76.3		51.1	15.5	73.4	18.1	33.0				
Change Period (Y+Rc), s	7.5	7.5		6.1	7.5	7.5	6.1	6.1				
Max Green Setting (Gmax), s	8.5	64.5		45.9	13.5	59.5	12.9	26.9				
Max Q Clear Time (g_c+I1), s	5.2	27.2		16.2	7.9	21.1	12.0	28.9				
Green Ext Time (p_c), s	0.0	7.4		1.4	0.2	5.3	0.0	0.0				

Intersection Summary		
HCM 7th Control Delay, s/veh		41.0
HCM 7th LOS		D

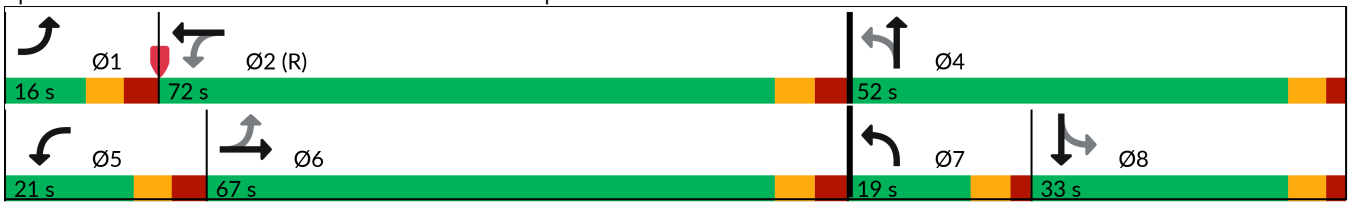
Timings
3: Main Street/Main Street & Hickpochee Avenue

10/28/2025

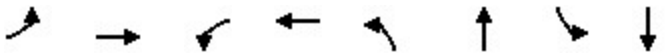
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Configurations								
Traffic Volume (vph)	118	1085	106	839	193	147	80	270
Future Volume (vph)	118	1085	106	839	193	147	80	270
Turn Type	pm+pt	NA	pm+pt	NA	pm+pt	NA	Perm	NA
Protected Phases	1	6	5	2	7	4		8
Permitted Phases	6		2		4		8	
Detector Phase	1	6	5	2	7	4	8	8
Switch Phase								
Minimum Initial (s)	5.0	12.0	5.0	12.0	5.0	7.0	7.0	7.0
Minimum Split (s)	12.5	23.5	12.5	23.5	11.1	22.1	22.1	22.1
Total Split (s)	16.0	67.0	21.0	72.0	19.0	52.0	33.0	33.0
Total Split (%)	11.4%	47.9%	15.0%	51.4%	13.6%	37.1%	23.6%	23.6%
Yellow Time (s)	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
All-Red Time (s)	3.4	3.4	3.4	3.4	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.5	7.5	7.5	7.5	6.1	6.1	6.1	6.1
Lead/Lag	Lead	Lag	Lead	Lag	Lead		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Recall Mode	None	Max	None	C-Max	None	None	None	None
Act Effct Green (s)	71.4	63.1	74.6	64.7	45.9	45.9	26.9	26.9
Actuated g/C Ratio	0.51	0.45	0.53	0.46	0.33	0.33	0.19	0.19
v/c Ratio	0.45	0.77	0.54	0.59	0.94	0.61	0.43	1.14
Control Delay (s/veh)	19.8	36.7	23.9	29.5	85.4	38.7	57.7	138.6
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	19.8	36.7	23.9	29.5	85.4	38.7	57.7	138.6
LOS	B	D	C	C	F	D	E	F
Approach Delay (s/veh)		35.1		28.9		55.6		124.5
Approach LOS		D		C		E		F

Intersection Summary	
Cycle Length: 140	
Actuated Cycle Length: 140	
Offset: 0 (0%), Referenced to phase 2:WBTL, Start of Green	
Natural Cycle: 90	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.14	
Intersection Signal Delay (s/veh): 49.0	Intersection LOS: D
Intersection Capacity Utilization 92.5%	ICU Level of Service F
Analysis Period (min) 15	

Splits and Phases: 3: Main Street/Main Street & Hickpochee Avenue



Queues
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025



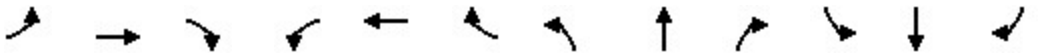
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Group Flow (vph)	124	1221	112	960	203	359	84	400
v/c Ratio	0.45	0.77	0.54	0.59	0.94	0.61	0.43	1.14
Control Delay (s/veh)	19.8	36.7	23.9	29.5	85.4	38.7	57.7	138.6
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	19.8	36.7	23.9	29.5	85.4	38.7	57.7	138.6
Queue Length 50th (ft)	50	480	44	333	140	237	68	~414
Queue Length 95th (ft)	81	603	76	402	#294	347	125	#625
Internal Link Dist (ft)		990		1144		978		957
Turn Bay Length (ft)								
Base Capacity (vph)	276	1583	255	1621	216	592	195	352
Starvation Cap Reductn	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.45	0.77	0.44	0.59	0.94	0.61	0.43	1.14

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 7th Signalized Intersection Summary
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025



Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	118	1085	75	106	839	73	193	147	194	80	270	110
Future Volume (veh/h)	118	1085	75	106	839	73	193	147	194	80	270	110
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	124	1142	68	112	883	66	203	155	193	84	284	105
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	307	1617	96	232	1580	118	216	248	309	211	250	93
Arrive On Green	0.05	0.47	0.47	0.05	0.47	0.47	0.09	0.33	0.33	0.19	0.19	0.19
Sat Flow, veh/h	1781	3408	203	1781	3352	251	1781	757	943	1033	1302	481
Grp Volume(v), veh/h	124	595	615	112	468	481	203	0	348	84	0	389
Grp Sat Flow(s),veh/h/ln	1781	1777	1834	1781	1777	1825	1781	0	1701	1033	0	1784
Q Serve(g_s), s	5.0	37.0	37.1	4.5	26.5	26.5	12.6	0.0	24.2	10.5	0.0	26.9
Cycle Q Clear(g_c), s	5.0	37.0	37.1	4.5	26.5	26.5	12.6	0.0	24.2	15.7	0.0	26.9
Prop In Lane	1.00		0.11	1.00		0.14	1.00		0.55	1.00		0.27
Lane Grp Cap(c), veh/h	307	843	870	232	838	861	216	0	558	211	0	343
V/C Ratio(X)	0.40	0.71	0.71	0.48	0.56	0.56	0.94	0.00	0.62	0.40	0.00	1.14
Avail Cap(c_a), veh/h	326	843	870	320	838	861	216	0	558	211	0	343
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	20.4	29.1	29.1	23.7	26.5	26.5	41.9	0.0	39.8	54.4	0.0	56.6
Incr Delay (d2), s/veh	0.9	4.9	4.8	1.6	2.7	2.6	45.1	0.0	2.2	1.2	0.0	90.4
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(95%),veh/ln	3.9	23.6	24.2	3.6	17.5	17.9	13.0	0.0	15.8	5.1	0.0	30.1
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	21.3	34.0	33.9	25.2	29.2	29.2	86.9	0.0	41.9	55.6	0.0	147.0
LnGrp LOS	C	C	C	C	C	C	F		D	E		F
Approach Vol, veh/h		1334			1061			551			473	
Approach Delay, s/veh		32.8			28.8			58.5			130.8	
Approach LOS		C			C			E			F	

Timer - Assigned Phs	1	2		4	5	6	7	8				
Phs Duration (G+Y+Rc), s	14.5	73.5		52.0	14.1	73.9	19.0	33.0				
Change Period (Y+Rc), s	7.5	7.5		6.1	7.5	7.5	6.1	6.1				
Max Green Setting (Gmax), s	8.5	64.5		45.9	13.5	59.5	12.9	26.9				
Max Q Clear Time (g_c+I1), s	7.0	28.5		26.2	6.5	39.1	14.6	28.9				
Green Ext Time (p_c), s	0.0	7.4		2.1	0.1	8.6	0.0	0.0				

Intersection Summary												
HCM 7th Control Delay, s/veh			49.2									
HCM 7th LOS			D									

APPENDIX G

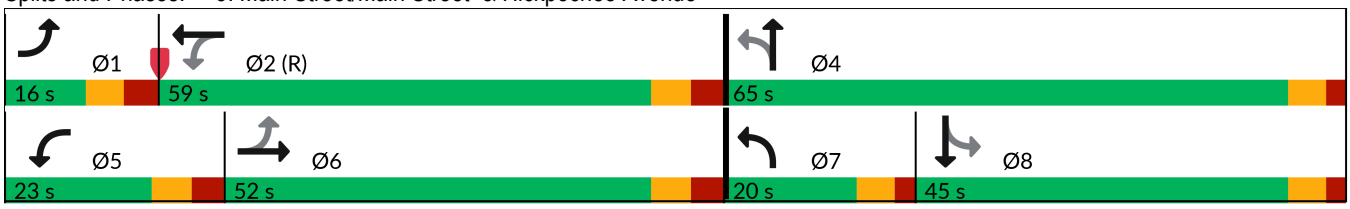
OPTIMIZED CONDITIONS SYNCHRO

Timings
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025

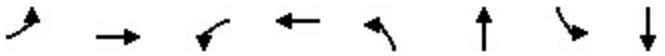
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Configurations								
Traffic Volume (vph)	76	638	138	824	155	153	105	233
Future Volume (vph)	76	638	138	824	155	153	105	233
Turn Type	pm+pt	NA	pm+pt	NA	pm+pt	NA	Perm	NA
Protected Phases	1	6	5	2	7	4		8
Permitted Phases	6		2		4		8	
Detector Phase	1	6	5	2	7	4	8	8
Switch Phase								
Minimum Initial (s)	5.0	12.0	5.0	12.0	5.0	7.0	7.0	7.0
Minimum Split (s)	12.5	23.5	12.5	23.5	11.1	22.1	22.1	22.1
Total Split (s)	16.0	52.0	23.0	59.0	20.0	65.0	45.0	45.0
Total Split (%)	11.4%	37.1%	16.4%	42.1%	14.3%	46.4%	32.1%	32.1%
Yellow Time (s)	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
All-Red Time (s)	3.4	3.4	3.4	3.4	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.5	7.5	7.5	7.5	6.1	6.1	6.1	6.1
Lead/Lag	Lead	Lag	Lead	Lag	Lead		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Recall Mode	None	Max	None	C-Max	None	None	None	None
Act Effct Green (s)	63.6	55.5	70.4	58.9	51.9	51.9	32.4	32.4
Actuated g/C Ratio	0.45	0.40	0.50	0.42	0.37	0.37	0.23	0.23
v/c Ratio	0.33	0.54	0.43	0.65	0.65	0.36	0.43	0.86
Control Delay (s/veh)	22.3	35.6	22.3	35.9	41.7	29.5	49.7	68.5
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	22.3	35.6	22.3	35.9	41.7	29.5	49.7	68.5
LOS	C	D	C	D	D	C	D	E
Approach Delay (s/veh)		34.3		34.1		34.4		64.1
Approach LOS		C		C		C		E

Intersection Summary	
Cycle Length: 140	
Actuated Cycle Length: 140	
Offset: 0 (0%), Referenced to phase 2:WBTL, Start of Green	
Natural Cycle: 90	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.86	
Intersection Signal Delay (s/veh): 39.3	Intersection LOS: D
Intersection Capacity Utilization 79.9%	ICU Level of Service D
Analysis Period (min) 15	

Splits and Phases: 3: Main Street/Main Street & Hickpochee Avenue



Queues
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025



Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Group Flow (vph)	80	746	145	952	163	242	111	363
v/c Ratio	0.33	0.54	0.43	0.65	0.65	0.36	0.43	0.86
Control Delay (s/veh)	22.3	35.6	22.3	35.9	41.7	29.5	49.7	68.5
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	22.3	35.6	22.3	35.9	41.7	29.5	49.7	68.5
Queue Length 50th (ft)	36	274	67	366	100	141	86	303
Queue Length 95th (ft)	70	378	117	472	146	200	140	407
Internal Link Dist (ft)		990		1144		978		957
Turn Bay Length (ft)								
Base Capacity (vph)	251	1387	387	1473	256	757	314	504
Starvation Cap Reductn	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.32	0.54	0.37	0.65	0.64	0.32	0.35	0.72

Intersection Summary

HCM 7th Signalized Intersection Summary
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	76	638	70	138	824	81	155	153	77	105	233	112
Future Volume (veh/h)	76	638	70	138	824	81	155	153	77	105	233	112
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	80	672	63	145	867	74	163	161	70	111	245	107
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	281	1451	136	373	1538	131	229	430	187	305	272	119
Arrive On Green	0.04	0.44	0.44	0.06	0.46	0.46	0.08	0.35	0.35	0.22	0.22	0.22
Sat Flow, veh/h	1781	3284	308	1781	3313	283	1781	1236	537	1149	1234	539
Grp Volume(v), veh/h	80	363	372	145	465	476	163	0	231	111	0	352
Grp Sat Flow(s),veh/h/ln	1781	1777	1815	1781	1777	1819	1781	0	1774	1149	0	1773
Q Serve(g_s), s	3.4	20.1	20.1	6.2	26.6	26.6	9.6	0.0	13.7	11.7	0.0	27.0
Cycle Q Clear(g_c), s	3.4	20.1	20.1	6.2	26.6	26.6	9.6	0.0	13.7	11.7	0.0	27.0
Prop In Lane	1.00		0.17	1.00		0.16	1.00		0.30	1.00		0.30
Lane Grp Cap(c), veh/h	281	785	802	373	825	845	229	0	617	305	0	391
V/C Ratio(X)	0.28	0.46	0.46	0.39	0.56	0.56	0.71	0.00	0.37	0.36	0.00	0.90
Avail Cap(c_a), veh/h	323	785	802	464	825	845	257	0	746	371	0	493
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	22.1	27.4	27.4	20.7	27.2	27.2	39.3	0.0	34.2	47.1	0.0	53.0
Incr Delay (d2), s/veh	0.5	2.0	1.9	0.7	2.8	2.7	7.9	0.0	0.4	0.7	0.0	16.6
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(95%),veh/ln	2.7	14.0	14.2	4.8	17.6	18.0	8.3	0.0	10.1	6.2	0.0	20.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	22.7	29.4	29.3	21.4	30.0	29.9	47.2	0.0	34.6	47.8	0.0	69.7
LnGrp LOS	C	C	C	C	C	C	D		C	D		E
Approach Vol, veh/h		815			1086			394			463	
Approach Delay, s/veh		28.7			28.8			39.8			64.4	
Approach LOS		C			C			D			E	

Timer - Assigned Phs	1	2		4	5	6	7	8				
Phs Duration (G+Y+Rc), s	12.7	72.5		54.8	15.9	69.4	17.8	37.0				
Change Period (Y+Rc), s	7.5	7.5		6.1	7.5	7.5	6.1	6.1				
Max Green Setting (Gmax), s	8.5	51.5		58.9	15.5	44.5	13.9	38.9				
Max Q Clear Time (g_c+I1), s	5.4	28.6		15.7	8.2	22.1	11.6	29.0				
Green Ext Time (p_c), s	0.0	6.5		1.5	0.2	4.8	0.1	1.9				

Intersection Summary												
HCM 7th Control Delay, s/veh			36.3									
HCM 7th LOS			D									

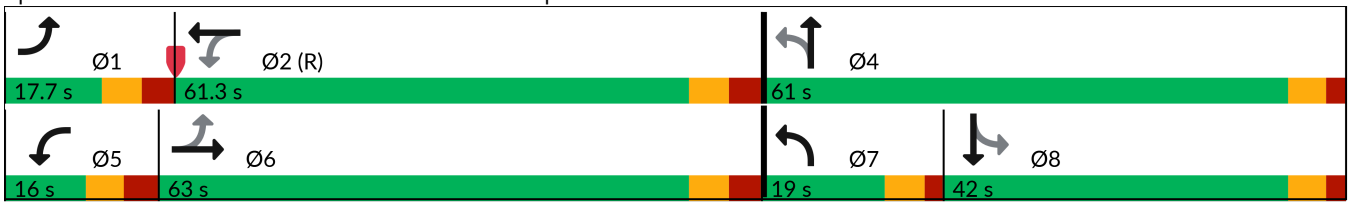
Timings
3: Main Street/Main Street & Hickpochee Avenue

10/28/2025

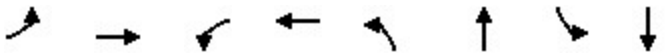
Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Configurations								
Traffic Volume (vph)	118	1085	106	839	193	147	80	270
Future Volume (vph)	118	1085	106	839	193	147	80	270
Turn Type	pm+pt	NA	pm+pt	NA	pm+pt	NA	Perm	NA
Protected Phases	1	6	5	2	7	4		8
Permitted Phases	6		2		4		8	
Detector Phase	1	6	5	2	7	4	8	8
Switch Phase								
Minimum Initial (s)	5.0	12.0	5.0	12.0	5.0	7.0	7.0	7.0
Minimum Split (s)	12.5	23.5	12.5	23.5	11.1	22.1	22.1	22.1
Total Split (s)	17.7	63.0	16.0	61.3	19.0	61.0	42.0	42.0
Total Split (%)	12.6%	45.0%	11.4%	43.8%	13.6%	43.6%	30.0%	30.0%
Yellow Time (s)	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
All-Red Time (s)	3.4	3.4	3.4	3.4	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.5	7.5	7.5	7.5	6.1	6.1	6.1	6.1
Lead/Lag	Lead	Lag	Lead	Lag	Lead		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes		Yes	Yes
Recall Mode	None	Max	None	C-Max	None	None	None	None
Act Effct Green (s)	67.4	58.0	65.4	57.0	52.5	52.5	33.5	33.5
Actuated g/C Ratio	0.48	0.41	0.47	0.41	0.38	0.38	0.24	0.24
v/c Ratio	0.50	0.84	0.67	0.67	0.89	0.53	0.35	0.92
Control Delay (s/veh)	25.2	43.5	43.3	37.1	70.2	31.3	47.8	76.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	25.2	43.5	43.3	37.1	70.2	31.3	47.8	76.4
LOS	C	D	D	D	E	C	D	E
Approach Delay (s/veh)		41.8		37.8		45.3		71.4
Approach LOS		D		D		D		E

Intersection Summary	
Cycle Length: 140	
Actuated Cycle Length: 140	
Offset: 0 (0%), Referenced to phase 2:WBTL, Start of Green	
Natural Cycle: 90	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.92	
Intersection Signal Delay (s/veh): 45.3	Intersection LOS: D
Intersection Capacity Utilization 92.5%	ICU Level of Service F
Analysis Period (min) 15	

Splits and Phases: 3: Main Street/Main Street & Hickpochee Avenue



Queues
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025



Lane Group	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Lane Group Flow (vph)	124	1221	112	960	203	359	84	400
v/c Ratio	0.50	0.84	0.67	0.67	0.89	0.53	0.35	0.92
Control Delay (s/veh)	25.2	43.5	43.3	37.1	70.2	31.3	47.8	76.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay (s/veh)	25.2	43.5	43.3	37.1	70.2	31.3	47.8	76.4
Queue Length 50th (ft)	58	534	52	384	126	208	62	338
Queue Length 95th (ft)	95	635	#128	464	#265	306	114	#513
Internal Link Dist (ft)		990		1144		978		957
Turn Bay Length (ft)								
Base Capacity (vph)	256	1455	170	1428	227	702	261	467
Starvation Cap Reductn	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.48	0.84	0.66	0.67	0.89	0.51	0.32	0.86

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 7th Signalized Intersection Summary
3: Main Street/Main Street & Hickpochee Avenue 10/28/2025

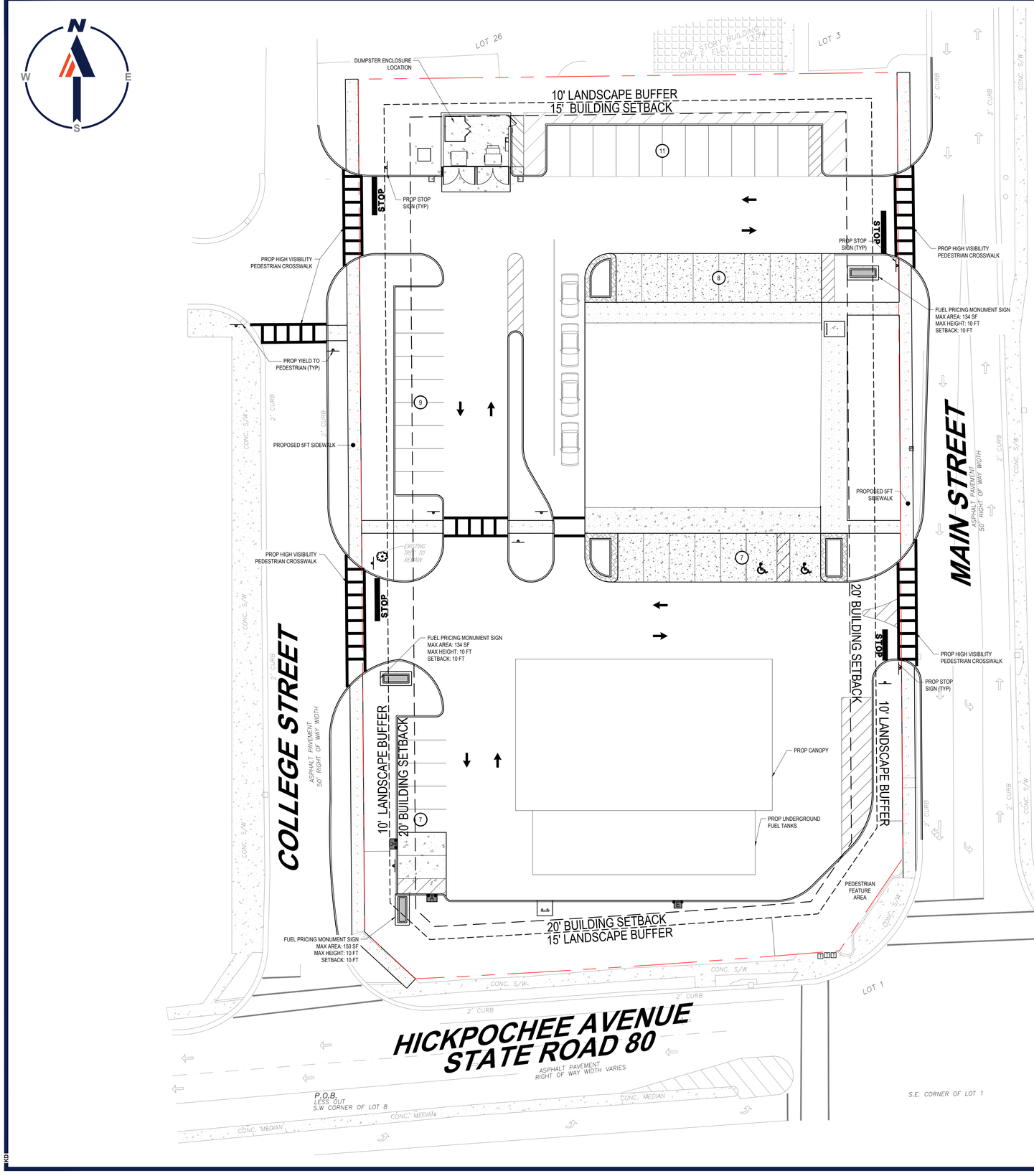
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	118	1085	75	106	839	73	193	147	194	80	270	110
Future Volume (veh/h)	118	1085	75	106	839	73	193	147	194	80	270	110
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	124	1142	68	112	883	66	203	155	193	84	284	105
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	276	1463	87	204	1424	106	237	281	350	267	306	113
Arrive On Green	0.05	0.43	0.43	0.05	0.43	0.43	0.09	0.37	0.37	0.24	0.24	0.24
Sat Flow, veh/h	1781	3408	203	1781	3352	251	1781	757	943	1033	1302	481
Grp Volume(v), veh/h	124	595	615	112	468	481	203	0	348	84	0	389
Grp Sat Flow(s),veh/h/ln	1781	1777	1834	1781	1777	1825	1781	0	1701	1033	0	1784
Q Serve(g_s), s	5.5	40.2	40.3	4.9	28.8	28.8	11.9	0.0	22.7	9.8	0.0	29.9
Cycle Q Clear(g_c), s	5.5	40.2	40.3	4.9	28.8	28.8	11.9	0.0	22.7	13.5	0.0	29.9
Prop In Lane	1.00		0.11	1.00		0.14	1.00		0.55	1.00		0.27
Lane Grp Cap(c), veh/h	276	763	787	204	755	776	237	0	631	267	0	420
V/C Ratio(X)	0.45	0.78	0.78	0.55	0.62	0.62	0.86	0.00	0.55	0.31	0.00	0.93
Avail Cap(c_a), veh/h	311	763	787	225	755	776	237	0	667	289	0	457
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	24.2	34.3	34.3	28.1	31.4	31.4	38.4	0.0	34.8	47.7	0.0	52.4
Incr Delay (d2), s/veh	1.1	7.8	7.6	2.3	3.8	3.7	25.0	0.0	0.9	0.7	0.0	24.1
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(95%),veh/ln	4.3	26.1	26.8	4.0	19.1	19.5	11.1	0.0	14.7	4.7	0.0	22.8
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	25.4	42.1	41.9	30.4	35.2	35.1	63.5	0.0	35.7	48.3	0.0	76.5
LnGrp LOS	C	D	D	C	D	D	E		D	D		E
Approach Vol, veh/h		1334			1061			551			473	
Approach Delay, s/veh		40.4			34.7			45.9			71.5	
Approach LOS		D			C			D			E	

Timer - Assigned Phs	1	2		4	5	6	7	8				
Phs Duration (G+Y+Rc), s	15.0	67.0		58.0	14.4	67.6	19.0	39.0				
Change Period (Y+Rc), s	7.5	7.5		6.1	7.5	7.5	6.1	6.1				
Max Green Setting (Gmax), s	10.2	53.8		54.9	8.5	55.5	12.9	35.9				
Max Q Clear Time (g_c+I1), s	7.5	30.8		24.7	6.9	42.3	13.9	31.9				
Green Ext Time (p_c), s	0.1	6.6		2.4	0.0	6.7	0.0	1.1				

Intersection Summary												
HCM 7th Control Delay, s/veh			43.8									
HCM 7th LOS			D									

APPENDIX H

SITE PLAN





LOCATION MAP
SCALE: 1" = 300'
SOURCE: MICROSOFT BING

SITE DATA TABLE

JURISDICTION	CITY OF LABELLE
CURRENT ZONING	PUD
LAND USE DESIGNATION	COMMERCIAL
PARCEL AREA	± 1.58 AC
BUILDING AREA	7,000 SF
CANOPY AREA	5,900 SF
IMPERVIOUS AREA	MAXIMUM 63%
FRONT SETBACK (ROW)	20 FT
SIDE SETBACK	20 FT
REAR SETBACK	15 FT
FRONT/SIDE/REAR YARD BUFFER	15 FT / 10 FT / 10 FT
OPEN SPACE	20%
PARKING COUNT	42 STALLS
BUILDING HEIGHT	30 FT
CANOPY HEIGHT	26 FT

THIS PLAN TO BE UTILIZED FOR SITE LAYOUT PURPOSES ONLY

20 10 5 0 20
SCALE: 1" = 20'

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
LAND PLANNING
PERMITTING SERVICES
TRANSPORTATION SERVICES
THE INFORMATION, DESIGN AND CONTENT OF THIS PLAN ARE PROPRIETARY AND SHALL NOT BE DISCLOSED OR USED FOR ANY PURPOSE, WITHOUT PRIOR WRITTEN AUTHORIZATION FROM BOHLER. ONLY APPROVED, SEALED PLANS SHALL BE UTILIZED FOR CONSTRUCTION PURPOSES.

REVISIONS

REV	DATE	COMMENT	DRAWN BY / CHECKED BY

Sunshine811
Call 811 or visit sunshine811.com two full business days before digging to have buried facilities located and marked.
Check positive response codes before you dig!

PRELIMINARY

THIS DRAWING IS INTENDED FOR MUNICIPAL AND/OR AGENCY REVIEW AND APPROVAL. IT IS NOT INTENDED AS A CONSTRUCTION DOCUMENT UNLESS INDICATED OTHERWISE.

PROJECT No.:	FLC240030.00-0A
DRAWN BY:	LB
CHECKED BY:	TP
DATE:	01/30/2025
CAD I.D.:	P-CIVL-SITE

PROJECT:

LAND DEVELOPMENT PLANS

FOR

WAWA

PROPOSED COMMERCIAL DEVELOPMENT

10 W HICKPOCHEE AVE
LABELLE, FL 33935
CITY OF LABELLE
HENDRY COUNTY

BOHLER
1 SE 3rd AVENUE
SUITE 2700
MIAMI, FLORIDA 33131
Phone: (786) 681-0800
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

SHEET TITLE:

CONCEPTUAL SITE PLAN

SHEET NUMBER:

C-301

ORG. DATE - 01/30/2025

H:\2024\FLC240030.00\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLANS\P-CIVL-SITE-FLC240030.00-0A-----LAYOUT(C-301 SITE

WAWA LABELLE PUD

LOCAL PLANNING AGENCY HEARING

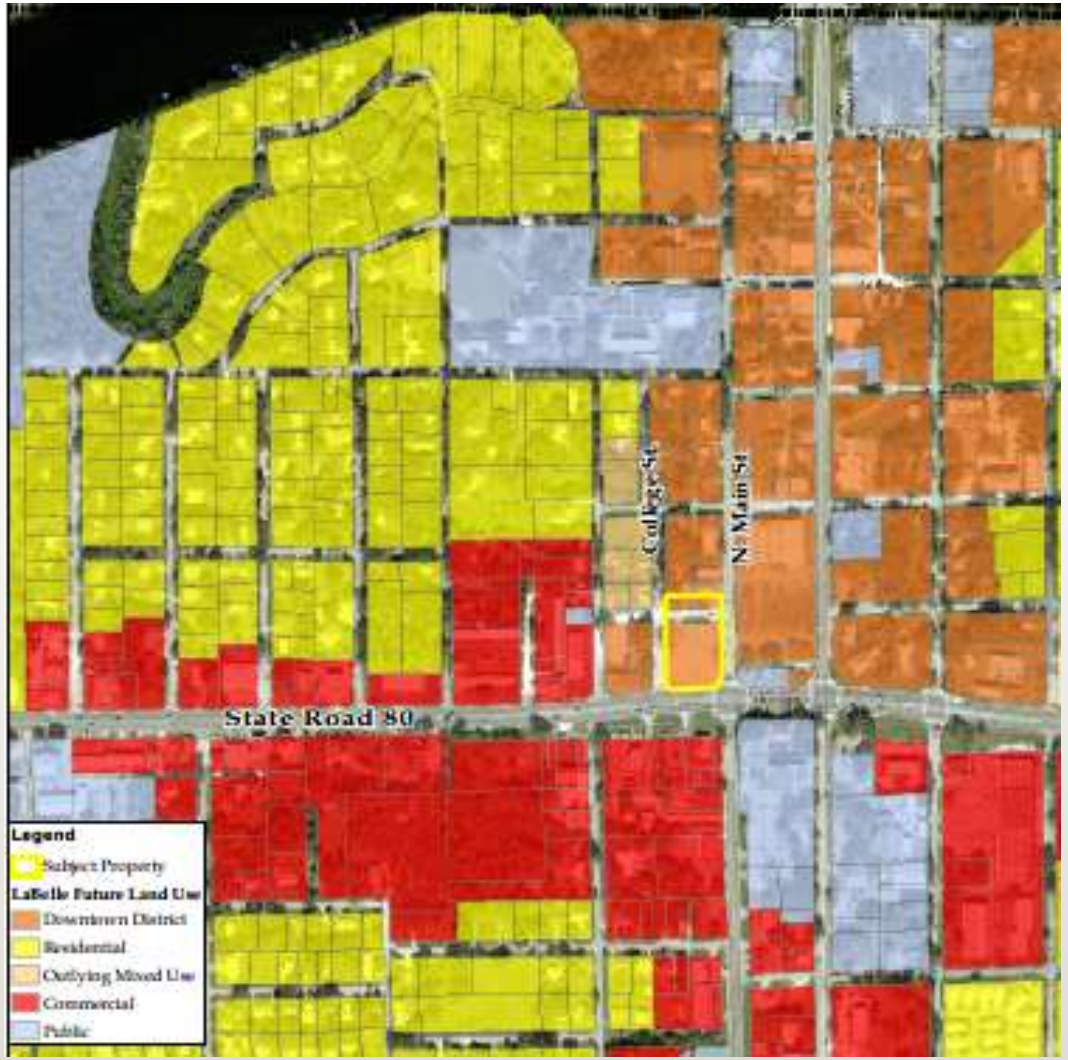
JULY 9TH, 2026

PROJECT TEAM

- Developer/Applicant: ComTerra Development
- Legal Counsel: Neale Montgomery, Pavese Law Firm
- Land Use Planner: Daniel DeLisi, AICP, DeLisi, Inc.
- Engineer: Taylor Parker, PE, Bohler Engineering
- Transportation: Bryan Kelley, PE, Simmons and White

REQUEST

- Amend the Future Land Use Map to allow for the convenience store with fuel pumps
  - Downtown District to the Commercial Future Land Use Category
- Rezone PUD to allow for the specific use - Wawa



PROPERTY LOCATION

- North side of SR 80 between College Street and N. Main Street
- Former retail center, now vacant lot





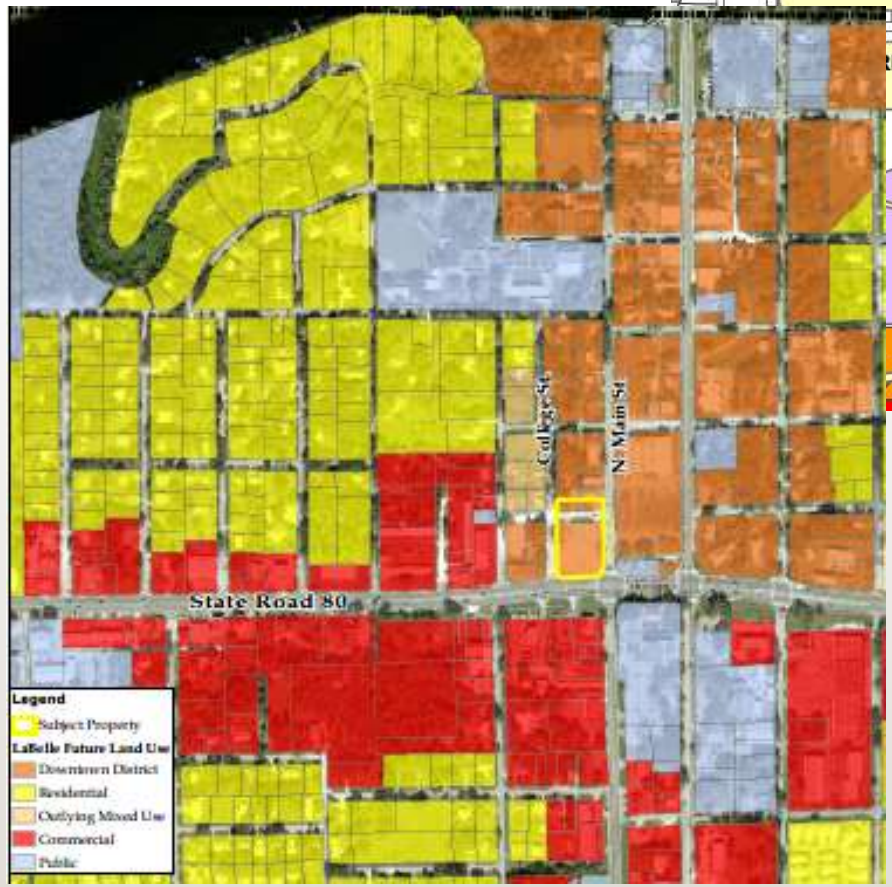
USE OF PROPERTY

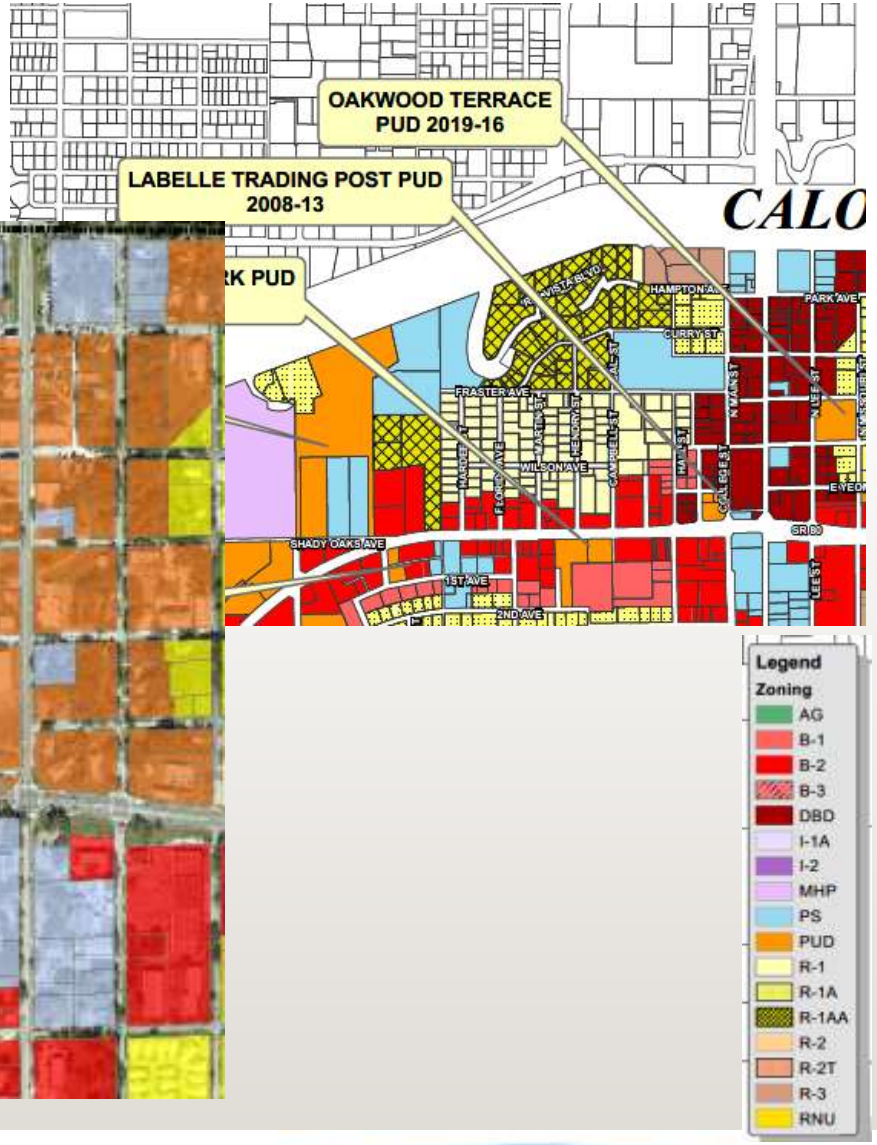
- Former strip commercial center
  - Office, service, retail
  - Was not successful
- Now vacant lot
  - Vacant lots in urban areas detraction, cause “blight” and code enforcement.



EXISTING ZONING

- Zoned CPD in 2008
- Northern parcel zoned Downtown Business District
- Future Land Use: Downtown District





OPPORTUNITIES/ CONSTRAINS OF SITE

- Directly on SR 80 – Major Federal Highway – State Strategic Intermodal System
  - Heavy truck traffic
  - Not pedestrian friendly road
  - Nearly impossible to remake roadway into pedestrian downtown (FDOT in control, SIS, uses all around not conducive)
- Strategic location for uses serving travelling public
  - Uses demonstrate this



BALANCE & TRANSITION



WHAT/WHO IS WAWA

- Convenience store
  - Ancillary fuel pumps
  - EV charging common
- 200 yr. old company – started as a dairy farm and milk store
- Known for hoagies and other food items

  unlike Gas stations, business is centered around hot, fresh made food





A Proven Community Partner — Before We Ever Build

At Wawa, it’s almost impossible to put a label on the type of people that make our culture so wonderful. So, we created our own. We call it Goose Blood—that unique mix of qualities that blends deep humility with a strong work ethic, wrapped in a sense of fun. We live to drive our Mission Statement: ***Fulfilling Lives Everyday***

Supporting our Teachers and Schools











Supporting our Communities and First Responders





Keep LEE COUNTY BEAUTIFUL
KEEP AMERICA BEAUTIFUL AFFILIATE











2:59 5G

freshstartinfo.org
Check Your Eligibility Learn more

2.4K 691 comments

Like Comment Share

Citrus County Fire Rescue
2h ·

Thank you, Lecanto Wawa ! 🚒

We're grateful to our local WaWa for generously donating hoagies to our personnel yesterday as part of the Hoagies for Heroes program. Your support means a lot to our team —and the subs were delicious! 👩‍🚒❤️🥖

#HoagiesForHeroes #WaWaLecanto #CommunitySupport #CitrusCountyFireRescue #ThankYou



WaWa's Hoagies for Heroes program details Wawa'

More about WaWa's community support How does Wav

Citrus County School District + 33 1 comment

Like Comment Send Share





CONNECT THE GOOD in our communities

The Wawa Foundation

Wawa

Wawa and The Wawa Foundation have **contributed over $200 million** since The Wawa Foundation's inception in 2014

The Wawa Foundation Has Three Focus Areas

HEALTH

HUNGER

EVERYDAY HEROES



$200 Million Donated

from Wawa & The Wawa Foundation



34 Million

Meals Donated by Wawa



More Than 8,000

Organizations Reached

Why This Store Would Strengthen the Community

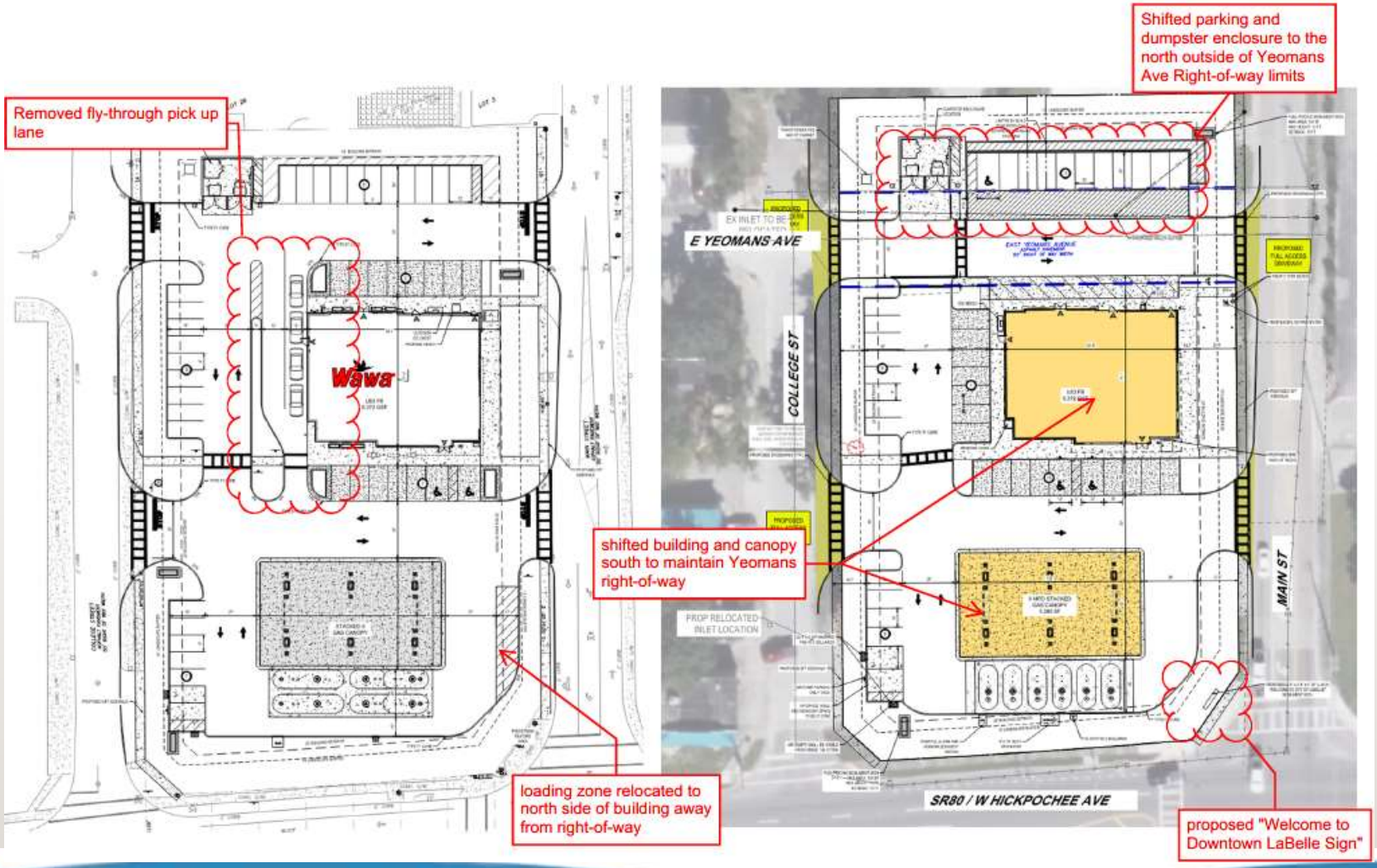
- A proven track record of community investment before and after store openings
- Long-term partnerships with schools, first responders, and youth programs
- A local team hired from the community and supporting the community that they cherish and adore

PD CONCEPT PLAN

- Building along N. Main Street
- Maintain Yeomans right of way
- Crosswalks across Yeomans Ave.
- Relocated dumpster to north outside of Yeomans right of way –fully enclosed with architectural features and enhanced buffer
- No “Fly-Thru” lane
- Added a “Welcome to LaBelle” monument sign



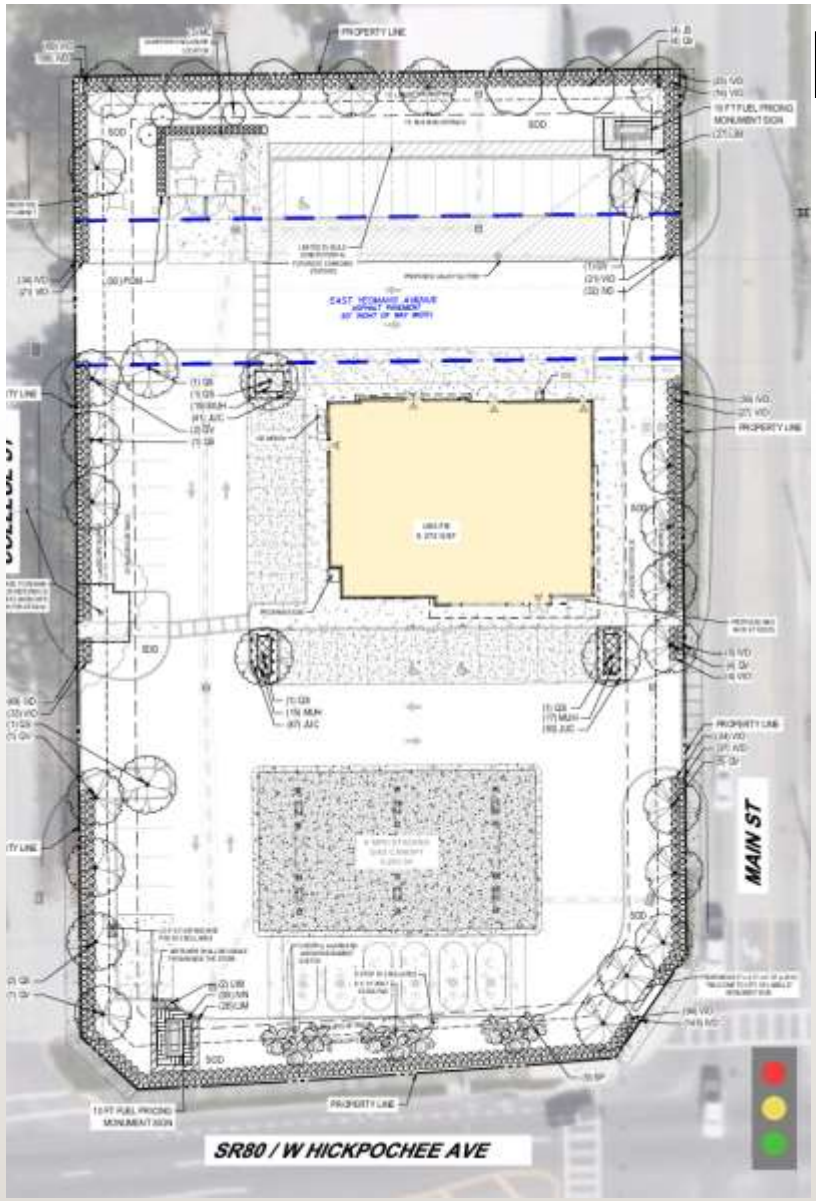
PD PLAN CHANGES



WAWA LANDSCAPE PLAN

BUFFER PLANTING

	REQUIRED	PROVIDED
NORTH BUFFER: 10' BUFFER (210 LF)		
4 LARGE TREES/100 LF	8 TREES	8 TREES
DOUBLE HEDGE ROW 24" MINIMUM HEIGHT	COMPLIES	COMPLIES
EAST ROW BUFFER: 10' BUFFER (226 - 30 DRIVE ISLE = 196 LF)		
4 LARGE TREES/100 LF	8 TREES	8 TREES
DOUBLE HEDGE ROW 24" MINIMUM HEIGHT	COMPLIES	COMPLIES
SOUTH ROW BUFFER: 15' BUFFER (166 LF)		
6 LARGE TREES/100 LF	10 TREES	10 TREES
DOUBLE HEDGE ROW 36" MINIMUM HEIGHT	COMPLIES	COMPLIES
WEST ROW BUFFER: 10' BUFFER (253 - 30 DRIVE ISLE = 223 LF)		
4 LARGE TREES/100 LF	9 TREES	8 TREES *UTILIZING 1 EXISTING TREE CREDIT*
DOUBLE HEDGE ROW 24" MINIMUM HEIGHT	COMPLIES	COMPLIES



TRAFFIC

- Meets all applicable Level of Service requirements
- Over 70% of trips are expected to be pass-by trips (not new trips)
- Transportation Element 2.1.1 establishes Level of Service (LOS) requirements
  - Project meets all Level of Service requirements
  - Hickpochee Avenue (SR 80) is currently operating at 50% of capacity thresholds – plenty of excess traffic capacity
  - Wawa only adds approximately 10 new peak hour directional trips to each segment on Hickpochee Avenue – DE MINIMIS IMPACT

WAWA DESIGN CONCEPT



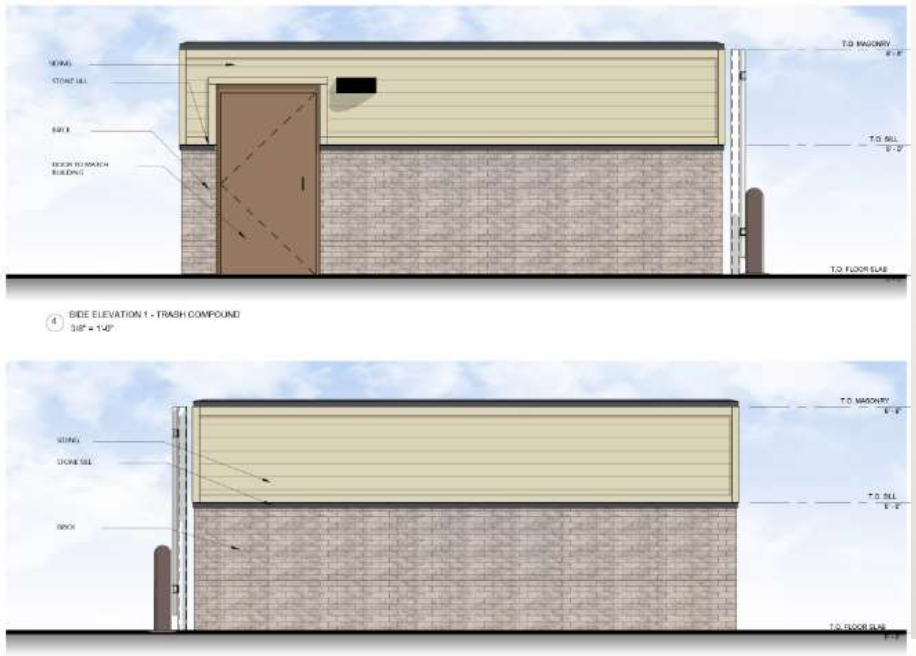
1 FRONT ELEVATION



FUEL CANOPY & DUMPSTER

- Consistent Architecture





STREETSCAPE ALONG MAIN ST.



NORTH TO SOUTH ALONG MAIN ST.



VIEW FROM COLLEGE AVE.



VIEW AT CORNER OF SR 80 & MAIN ST.



IMPROVEMENTS SINCE FEBRUARY

- Maintaining Yeomans as City right of way
  - Parking pushed to the north
  - Safety buffer zone between parking and the travel lane
- Architecture and Design
  - Enhanced landscaping and planters around the entire site
  - "Porch" style covered seating with decorative white fence
  - Silver metal roof and lighter color scheme
  - "Welcome to LaBelle" sign as an architectural feature and gateway to downtown
- Confirmed recreational fuel stations (ethanol free)

STAFF REPORT

- In agreement with Conditions #1 - #11, #13, #15 – all add landscape and buffer requirements and conditions to enhance the urban environment
- Minor changes requested to the following:
  - Condition #12 - 34-foot setback for dumpster location
    - Needed to redesign the site to accommodate the right of way – dumpster has been redesigned to be fully enclosed with enhanced landscaping – Setbacks shown on the Concept Plan and will be in the PUD
  - Condition #14 - Deisel fuel – not a truck fueling station
    - Suggested revision: *Fueling stations designed to accommodate commercial trucking are prohibited.*
    - Or – *no separate canopy allowed for truck fueling*
  - Condition #16 – No longer intending to vacate Yeomans right of way

QUESTIONS?



City of LaBelle Board of Commissioners
Agenda Request

To: Honorable Mayor and City Commission

Prepared By: Jerika Mungillo

Date of Meeting: August 13th, 2026

Date Submitted: August 3rd, 2026

Title of Agenda Item: Historic Preservation Program: Chapter 8.7 Amendments, Design Guidelines, and Certified Local Government (CLG) Status

Agenda Location: [Provided by City Clerk]

Report in brief:

Staff presents for the Commission's consideration a package updating the City's historic preservation program: (1) proposed amendments to Chapter 8.7, Historic Preservation, of the City of LaBelle Code of Ordinances, in strike-and-underline form. The amendments bring the ordinance into conformance with the federal Certified Local Government (CLG) program (36 CFR Part 61); reconstitute the Historic Preservation Board as a qualified, appointed body with staggered four-year terms; require the owner's consent for individual-property designations; adopt the Design Guidelines by resolution as the standard for certificates of appropriateness; dedicate civil penalties to the Historic Preservation Board Trust Fund; recognize flood-code relief for historic buildings; and establish a new residential historic-rehabilitation ad valorem tax exemption (§ 8.7-26) alongside the existing commercial exemption. Together, these position the City to pursue Certified Local Government status.

Staff Comments:

Fiscal Impact:

Recommended Actions:

ORDINANCE
NUMBER 2026-12

AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, AMENDING CHAPTER 8.7, HISTORIC PRESERVATION, OF THE CITY OF LABELLE CODE OF ORDINANCES, TO CONFORM THE CITY'S HISTORIC PRESERVATION PROGRAM TO THE REQUIREMENTS OF THE CERTIFIED LOCAL GOVERNMENT PROGRAM UNDER 36 CFR PART 61; REVISING THE COMPOSITION, TERMS, AND DUTIES OF THE HISTORIC PRESERVATION BOARD; ADDING PROVISIONS FOR PUBLIC MEETINGS, STATE REPORTING, NATIONAL REGISTER NOMINATIONS, AND STANDARDS COMPLIANCE; UPDATING REFERENCES TO STATE AGENCIES; ADOPTING DESIGN GUIDELINES BY REFERENCE; ESTABLISHING AN AD VALOREM TAX EXEMPTION FOR THE REHABILITATION OF HISTORIC PROPERTIES UNDER SECTION 196.1997, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

RECITALS

WHEREAS, the City of LaBelle recognizes the importance of preserving, protecting, and promoting its historic resources, heritage, and unique sense of place; and

WHEREAS, the City has adopted Chapter 8.7, Historic Preservation, of its Code of Ordinances (originally Ord. No. 2004-08, as amended) to designate, regulate, and administer the City's historic resources; and

WHEREAS, the Certified Local Government (CLG) program is a federal-state partnership administered in Florida through the Florida Department of State, Division of Historical Resources, that provides participating local governments with technical assistance, training, and access to certain historic preservation grant funds; and

WHEREAS, participation in the CLG program requires that the City's local historic preservation legislation, review commission, survey and inventory system, public participation, and performance of responsibilities meet the requirements of 36 CFR Part 61; and

WHEREAS, the City Commission finds it to be in the best interest of the City and its residents to amend Chapter 8.7 to conform the City's historic preservation program to those requirements and to otherwise improve the administration of the chapter; and

WHEREAS, the City intends to prepare the LaBelle Historic District Design Guidelines to assist the Historic Preservation Board, City staff, and applicants in the review of certificates of appropriateness, consistent with the Secretary of the Interior's Standards; and

WHEREAS, upon completion, the City intends to adopt the LaBelle Historic District Design Guidelines by resolution and authorize the Board to maintain and amend the guidelines as provided herein;

WHEREAS, section 196.1997, Florida Statutes, authorizes a municipality by ordinance, and without a referendum, to allow an ad valorem tax exemption for improvements to historic properties, and the City Commission finds it appropriate to establish such an exemption to encourage the rehabilitation of the City's historic buildings, including residential properties; and

WHEREAS, the City Commission has provided notice and held public hearing(s) on this Ordinance as required by law;

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of LaBelle, Florida:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by this reference.

Section 2. Amendment of Chapter 8.7. Chapter 8.7, Historic Preservation, of the City of LaBelle Code of Ordinances is hereby amended to read as set forth in Exhibit A attached hereto and incorporated herein, in which new language is indicated by underlining and deleted language is indicated by ~~strike-through~~. Text not shown in Exhibit A is unaffected by this Ordinance.

Section 3. Adoption of design guidelines. Future Adoption of Design Guidelines. Upon completion, the LaBelle Historic District Design Guidelines shall be presented to the City Commission for consideration and adoption by resolution. Once adopted, the guidelines shall be used to assist the Historic Preservation Board, City staff, and applicants in the review of certificates of appropriateness under Chapter 8.7. A current copy of the adopted guidelines shall be maintained on file with the City Clerk and made available for public inspection.

Section 4. Conflicts. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 6. Codification. The provisions of this Ordinance shall be incorporated into the City of LaBelle Code of Ordinances. The word "ordinance" may be changed to "section," "article," or other appropriate word, and the sections may be renumbered or relettered to accomplish such intention.

Section 7. Effective Date. This Ordinance shall take effect immediately upon adoption.

PASSED AND DULY ADOPTED this ____ day of _____, 2026.

CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA

By: _____
Vince Ross, Mayor

ATTEST:

By: _____
Tijauna Warner, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By: _____
City Attorney

Vote:	AYE	NAY
Mayor Ross	____	____
Commissioner Vargas	____	____
Commissioner Ratica	____	____
Commissioner Holland	____	____
Commissioner Spratt	____	____

EXHIBIT A

THE LABELLE CODE

CHAPTER 8.7 – HISTORIC PRESERVATION

ARTICLE I. – IN GENERAL

Sec. 8.7-1. Short title.

This chapter shall be known as and may be cited as the "City of LaBelle Historic Preservation Ordinance."

Sec. 8.7-2. Declaration of legislative intent.

It is hereby declared as a matter of public policy that the protection, enhancement and perpetuation of properties of aesthetic, archaeological, architectural, cultural, historical, and paleontological merit are in the interests of the health, prosperity, and welfare of the people of LaBelle. It is further the intent of the City that this chapter be consistent with the requirements of the Certified Local Government program under 36 CFR Part 61. Therefore, this chapter is intended to:

(1) Effect and accomplish the protection, enhancement, and perpetuation of buildings, structures, improvements, landscape features, and archaeological and paleontological resources of sites and districts that represent distinctive elements of the city's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social history;
(2) Safeguard the city's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social heritage, as embodied and reflected in such individual sites, districts, and archaeological zones;
(3) Foster understanding and civic pride in the accomplishments and events of the past;
(4) Protect and enhance the city's attraction to visitors and residents, encourage appropriate redevelopment, and provide support and stimulus to the city's economy; and
(5) Promote the use of individual sites and districts for the education, pleasure, and welfare of the people of the City of LaBelle.

Sec. 8.7-3. Scope of regulations.

This chapter is intended to and shall govern and be applicable to all property located within the City of LaBelle, Hendry County, Florida. Nothing contained herein shall be deemed to ~~supercede~~ supersede or conflict with applicable building and zoning codes. Provisions contained herein shall be cumulative and read in conjunction with other provisions of the City of LaBelle Code and any applicable provisions of the Hendry County Code and laws of the State of Florida.

The superintendent of public works shall have the legal authority to initiate or appear as a party or witness, in an official capacity, in any administrative or legal proceeding in any matter arising out of the City of LaBelle Historic Preservation Ordinance. In such matters, the superintendent of public works may be represented by the city attorney.

Sec. 8.7-4. Definitions.

Archaeological materials: Human-manufactured objects or natural objects altered by human activity that are one hundred (100) years of age or more. Consistent with state law, unmarked human remains and associated burial artifacts and materials that are seventy-five

(75) years of age or older and discovered during lawful archaeological activities may also be considered archaeological materials for the purposes of this chapter.

Archaeological zone: An area designated by this chapter that is likely to yield largely subsurface information on the prehistory and history of the city based on prehistoric and historic settlement and land use patterns within the city as determined in consultation with the ~~Southeast Florida Regional Preservation Office~~ Florida Public Archeology Network. These zones will tend to conform to certain natural physiographic features that were the focal points for prehistoric and historic activities.

Certificate of appropriateness (COA): A certificate or permit issued by the city's historic preservation board permitting certain alterations or improvements to a designated individual site or property within a designated district;

(a) *Regular certificate of appropriateness*: A regular COA shall be issued by the staff assigned to the historic preservation board, without the need for board approval, based upon certain guidelines for their issuance approved by the board.
(b) *Special certificate of appropriateness*: For all applications for a special COA involving the demolition, removal, reconstruction, new construction, or other actions described in the guidelines promulgated by the historic preservation board at an individual site or a site within an historic district, a special COA is required that is issued directly by the board.

Certificate to dig (CTD): A certificate approved by the historic preservation board, with the advice and consultation of the ~~Southeast Florida Regional Preservation Office~~ Florida Public Archeology Network, for certain digging and excavation actions or projects that may involve a known or unknown archaeological or paleontological site or archaeological or paleontological resources within a designated archaeological or paleontological zone, designated individual historic site or designated historic district.

Certified Local Government (CLG): A local government certified by the State Historic Preservation Officer and the National Park Service, pursuant to the National Historic Preservation Act and 36 CFR Part 61, as meeting the requirements for participation in the Certified Local Government program.

Chief elected local official: The Mayor of the City of LaBelle, or such other elected official designated as the head of the City's governing body, who serves as the appropriate chief elected local official for purposes of the Certified Local Government program.

Contributing structures: Structures within an historic district that retain aesthetic, archaeological, architectural, cultural, or historical significance and are integral to the identity of the historic district.

Demolition: The complete constructive removal of a building, structure, significant landscape feature, or other significant improvement to real property within a designated archaeological zone, designated individual historic site or designated historic district.

Districts: A collection of two (2) or more archaeological zones, buildings, structures, landscape features or other improvements that are concentrated within proximity to one another and have been designated collectively pursuant to this chapter.

Exterior: All outside surfaces of a building or structure.

Florida Master Site File: An archive and database of all known archaeological and historical sites and districts recorded within the State of Florida that is maintained by the

Florida Department of State Division of Historical Resources and is organized alphabetically by county and numerically, as recorded.

Guidelines for preservation: As promulgated and amended, The U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings and related U.S Department of the Interior standards and guidelines documents~~.~~, together with the LaBelle Historic District Design Guidelines adopted by resolution by the city and administered by the historic preservation board pursuant to sections 8.7-15(6) and 8.7-17(3), as amended from time to time by the board.

Historic preservation board: A board of citizens created by this chapter, as described herein, to administer the historic preservation ordinance, with the assistance of city staff.

Historic Preservation Fund: The federal fund, authorized by the National Historic Preservation Act, from which matching grants-in-aid are appropriated to the states and, in part, regranted to certified local governments for historic preservation activities.

Historic survey: The body of information contained within the Historic Properties Survey of LaBelle, Florida, as well as other historic properties listed by the ~~Southeast Florida Regional Preservation Office~~ Florida Department of State, Division of Historical Resources and the City of LaBelle Planning Council as Local Areas of Particular Concern, and properties listed within the State of Florida's Florida Master Site File, and any other studies within the city that describe properties of aesthetic, archaeological, architectural, cultural, historical, and paleontological merit.

Individual site: An archaeological or paleontological zone, historic building, structure, significant landscape feature, place, or other improvement to real property that has been designated as an individual site pursuant to this chapter. Under provisions of this chapter, interior spaces may be regulated only where a building or structure is a designated individual site and when so specified in the designation report.

Landscape feature: Any landscape improvement or vegetation including, but not limited to, courtyards, decorative stone, earthen mounds, exterior lighting, fences, gates, outbuildings, planters, plantings, shrubbery, sidewalks, signage, statuary, street furniture, trees, and walls.

National Register nomination: A proposal, prepared on forms and according to standards established by the National Park Service, to list a district, site, building, structure, or object in the National Register of Historic Places.

National Register of Historic Places: A federal government listing maintained by the U.S. Department of the Interior that catalogues individual archaeological, paleontological, and historical sites, structures, landscape features and districts that have attained a quality of significance as determined by the National Historic Preservation Act of 1966, as amended.

Noncontributing structures: Structures within an historic district that are not historically or architecturally compatible with other contributing structures within the district.

Ordinary repairs and maintenance: Work done to prevent deterioration of a building or structure or decay or damage to a building or structure or any part thereof by restoring the building or structure as nearly as practicable to its condition prior to such deterioration, decay, or damage.

Owner of a designated property: As reflected on the current Hendry County tax rolls or current title holder.

Paleontological zone: An area designated by this chapter that is likely to yield largely subsurface information on the prehistory and fossil history of the city based on prehistoric environmental patterns within the city as determined in consultation with the ~~Southeast Florida Regional Preservation Office~~ Florida Public Archeology Network. These zones will tend to conform to certain geological features and deposits.

Rules of Procedure: The written rules adopted by the historic preservation board governing its meetings, transactions, and review procedures, which shall be available for public inspection.

State Historic Preservation Officer (SHPO); State Historic Preservation Office: The official designated pursuant to s. 267.031, Florida Statutes, and the office within the Florida Department of State, Division of Historical Resources, responsible for administering the state historic preservation program, including the Certified Local Government program.

Undue economic hardship: The occurrence when the failure to issue one of the several certificates would place an onerous and excessive financial burden upon the property owner that would amount to a taking of the owner's property without just compensation.

Sec. 8.7-5—8.7-10. Reserved.

ARTICLE II. – HISTORIC PRESERVATION BOARD

Sec. 8.7-11. Created and Established.

There is hereby created a historic preservation board (hereinafter "the board") as a governmental agency of the City of LaBelle. The board is hereby vested with the power, authority, and jurisdiction to designate, regulate, and administer aesthetic, archaeological, architectural, cultural, historical, and paleontological resources within the City of LaBelle, as prescribed by this chapter under the direct jurisdiction and legislative control of the city commission.

Sec. 8.7-12. Members.

(1) ~~The board shall consist of the elected (5) members of the city commission.~~ The Board shall be comprised of five (5) members, each of whom shall be appointed by the chief elected official at the recommendation of the city commission. To the extent practicable, include city residents, county residents, and community stakeholders. All members shall possess demonstrated knowledge, experience and commitment to historic preservation. The city shall appoint, to the extent such professionals are available in the community, professionals in history, architecture, or related disciplines to make up the members. All members, professional or lay, will meet the minimum requirement of having a demonstrated interest, competence, or knowledge in historic preservation per 36 CFR 61.6(e)(2).

(2) The terms of office for each board member shall be staggered and the terms of office shall be four (4) years.

(3) Any member may resign by submitting written notice to the City Clerk. Any member may be removed by the chief elected official at the recommendation of the city commission for cause, including failure to maintain qualifications required by this section, failure to abide by the Board's Rules of Procedure, neglect of duty, or misconduct.

(4) Any vacancies on the board shall be filled within sixty (60) days.

(5) ~~(2)~~ The city superintendent of public works and the city clerk, or their designees, may serve as ex officio nonvoting members of the board. The city attorney or the

city attorney's designee may provide legal guidance to the board in carrying out its powers and duties.

Sec. 8.7-13. Organization.

The members of the board shall annually elect a chair who shall serve at the pleasure of the board and other such officers as may be deemed necessary or desirable. The city superintendent of public works shall provide adequate professional staff for the operational support of the board, including but not limited to a professional historic preservation officer and staff and representatives from the departments of development services, parks and recreation, and public works. Minutes of each board meeting shall be kept and prepared under the supervision and direction of the board, and copies of such minutes shall be filed with the city clerk. All meetings of the board will be publicly announced, open to the public, and have a previously advertised agenda. All decisions will be given in a public forum, and all meeting records will be available to the public.

Sec. 8.7-14. Rules and regulations.

The board shall make and prescribe such rules and regulations reasonably necessary and appropriate for the proper administration and enforcement of the provisions of this chapter. Such rules and regulations shall conform to the provisions of this chapter and shall not conflict with the Constitution and laws of the State of Florida, and shall govern and control the procedures, hearings, and actions of the board. The Board and City shall follow all applicable Secretary of the Interior historic preservation standards for archeology and historic preservation in accordance with 36 CFR 61.3.

No such rules and regulations shall become effective until a public hearing has been held upon the proposed rules and regulations, and any amendments or modifications thereto, and the same have been approved by the city commission and filed with the city clerk. Upon approval of the city commission, such rules and regulations shall have the force and effect of law within the City of LaBelle. The board shall prescribe forms for use by applicants in compliance with the provisions of this chapter. The board may authorize any one (1) of its members or staff to administer oaths and certify official acts. The City of LaBelle agrees to follow all conflict-of-interest provisions contained in Chapter 3, Section C of the Historic Preservation Fund Grants Manual and to follow all the requirements of the National Park Service's Conflict of Interest Policy.

Sec. 8.7-15. Powers and duties.

The historic preservation board shall have the following enumerated powers and duties:

(1) Adopt or amend rules of procedure. Rules of Procedure must be available for public inspection.
(2) Designate individual sites, districts, archaeological and paleontological zones.
(3) Issue or deny certificates of appropriateness and certificates to dig.
(4) Approve historical markers and provide other recognition for individual sites, districts, and zones.
(5) Recommend zoning and building code amendments to the proper authorities that assist in promoting historic preservation.
(6) Establish guidelines for preservation and criteria for the issuance by staff of regular certificates of appropriateness.
(7) Promote the awareness of historic preservation and its community benefits.
(8) No actions of this board will supercede or be construed as superceding the authority of the city commission.

(9) Review and update the historic survey for its quality and professional merit, and validate the findings of the survey as bona fide and sincere. All survey and inventory materials shall be compatible with the Florida Master Site File. Duplicates of all inventory materials shall be sent to the State Historic Preservation Office. All inventory materials shall be open to the public except when restrictions on the release of locational information are mandated because such disclosure might (1) cause a significant invasion of privacy; (2) risk harm to historic property; or (3) impede the use of a traditional religious site by practitioners, in accordance with Section 304 of the National Historic Preservation Act (54 U.S.C. 307103).

(10) Implement the authority of this chapter and fulfill the tasks set forth for this board by the city commission in this chapter and other ordinances.

(11) Record and maintain records of the board's actions and decisions.

(12) Follow and abide by the laws of the United States of America, the State of Florida, and the City of LaBelle.

(13) Provide an annual report to the city commission concerning the board's actions and decisions.

(14) Review and make recommendations to city staff regarding grants and financial incentives available to property owners and to the city that assists in promoting historic preservation within the city.

(15) Attend pertinent informational or educational meetings, workshops and conferences.

(16) Have at least four (4) meetings per year at regular intervals.

(17) Seek expertise on proposals or matters requiring evaluation by a profession not represented on the historic preservation board.

(18) Board members shall be encouraged to participate in survey and planning activities.

(19) The board shall review proposed National Register nominations within its jurisdiction.

(20) The board shall have responsibilities complementary to those of the State Historic Preservation Office.

(21) *Satisfactory performance of Certified Local Government responsibilities.* The responsibilities required to maintain status as a Certified Local Government in good standing will be maintained to the established standards.

Prior notice of all meetings of the Board shall be provided to the State Historic Preservation Officer at least 30 calendar days prior to the meeting.

Following each meeting of the Board, records of attendance of the review commission, minutes of the meeting, and public attendance figures shall be submitted to the State Historic Preservation Officer within 30 calendar days of each meeting.

Notification to the State Historic Preservation Officer shall be provided within 30 calendar days for any change in Board membership. Any amendments to this ordinance shall be submitted for review and comment at least 30 days prior to adoption.

When new historic designations or alterations to existing designations are passed by the Board, the State Historic Preservation Officer shall be immediately notified.

By November 1st of each year, an annual report covering the activities of the previous year from October 1st to September 30th shall be submitted to the State

Historic Preservation Officer. The annual report shall include the following information:

A copy of the Rules of Procedure;

A copy of the historic preservation ordinance;

Resume of board members;

Changes to the board;

New local designations;

New National Register listings;

Review of survey and inventory activity with a description of the system used;

Program report on each grant-assisted activity; and

Number of projects reviewed.

Sec. 8.7-16. Designation process and procedure.

(1) *Criteria*: The board shall have the authority to designate areas, places, buildings, structures, landscape features, archaeological sites, roadways, and other improvements or physical features as individual sites, districts or zones that are significant in the City of LaBelle's archaeology, architecture, culture, and human and natural history and that possess an integrity of location, design, setting, materials, workmanship or association, or:

(a) Are associated with distinctive elements of the agricultural, architectural, artistic, cultural, economic, natural, political, prehistoric, religious, scientific, and social history that have contributed to the pattern of history in the City of LaBelle, Hendry County, Florida, the State of Florida, or the nation; or

(b) Are associated with the lives of persons significant in our past; or

(c) Embody distinctive characteristics of a type, period, style, or method of construction or work of a master; or that possess high artistic value; or that represent a distinguishable entity whose components may lack individual distinction; or

(d) Have yielded, or are likely to yield, information in history, prehistory, or paleontology; or

(e) Are listed in the National Register of Historic Places or as a City of LaBelle Archaeological or Historical Cultural Resource Site.

(2) *Properties not generally considered; exceptions*: Certain properties, such as cemeteries, birthplaces, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, properties commemorative in nature, and properties that have achieved significance within the last fifty (50) years, will not normally be considered for designation. However, such properties will qualify if they are integral parts of districts that do meet the criteria, or if they fall within the following categories:

(a) A religious property deriving primary significance from architectural or artistic distinction of historical importance.
(b) A building or structure removed from its location but which is primarily significant for its architectural value, moved to current location at least fifty (50) years ago or is the surviving structure most importantly associated with an historic event or person.
(c) A birthplace or grave of an historical figure of outstanding importance if there is no other appropriate site or building directly associated with his/her productive life.
(d) A cemetery which derives its primary significance from graves of persons of transcendent importance, from age, distinctive design features, or from association with historic events.
(e) A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its historical significance.
(f) A property or district achieving significance within the past fifty (50) years if it is of exceptional importance.

(3) *Investigation and designation report*: Prior to the designation of an individual site, a district or a zone, an investigation and designation report must be filed with the board. The format of the designation report may vary according to the type of designation; however, all reports must address the following:
(a) The aesthetic, archaeological, architectural, cultural, historical, or paleontological significance of the property or properties being recommended for designation;
(b) A recommendation for boundaries for districts and zones and an identification of the boundaries of individual sites being designated; and
(c) A recommendation of standards to be adopted by the board in carrying out its regulatory function under this chapter with respect to certificates of appropriateness and certificates to dig.
(d) If clearly specified, certain identifiable elements of a site, district, or zone may be exempt from the necessity of a certificate of appropriateness or a certificate to dig because of the particular circumstances of the property or properties to be designated.
(e) Properties previously designated by the State of Florida, or listed on the National Register of Historic Places, may have those reports previously prepared adopted by the board as a city designation report.

(4) *Noncontributing properties*. Where a report is filed recommending designation of a district, the report must identify those properties, if any, within the district that are not historically or architecturally compatible with other significant, or "contributing," structures in the district and denote them as noncontributing structures. The standards for regulating such noncontributing properties shall provide that certificates of appropriateness or certificates to dig may be required only for new construction on such properties.

(5) *Reports to consider effect on integrity*. All reports shall take into consideration the effect of all projected, proposed, or existing public and private improvements and developmental or renewal plans on the integrity of the historic district or the integrity of archaeological or paleontological zones.

(6) *Procedure.*

(a) *Petition of the owner*: The owner of any property in the City of LaBelle may petition the board for designation of his or her property as an individual site, district, or zone provided that the owner appears before the board with sufficient information to warrant the investigation of the property for future designation and the board finds that the property may be worthy of designation. The board shall, based upon its findings, either direct the staff to begin the designation process or deny the petition. Nothing in this subsection shall be deemed to restrict the power of the board to initiate the designation process pursuant to this section.

(b) *Directive of the board*: The board shall, upon recommendations from staff or the acceptance of a petition pursuant to subsection (a) of this subsection, direct staff to begin the designation process by preparing a designation report, pursuant to subsection (3) of this section and any other standards and guidelines the board may deem necessary, and submitting the designation report according to the procedures described herein.

(c) *Notification of owner*: For each proposed designation of an individual site, a district, or a zone, the board is encouraged to obtain the permission of the property owner or owners within the proposed designation area, and is responsible for mailing a copy of the designation report to the owner or owners as notification of the board's intent to consider designation of the proposed site, district, or zone at least fifteen (15) days prior to a public hearing held pursuant to this section. <u>The designation of an individual site shall require the written consent of the owner of the property, except where the property is designated as a contributing property within a district. The designation of a district shall not require the consent of the property owners within the proposed district and shall proceed upon the notice and public hearing provided in this section.</u>

(d) *Notification of governmental agencies*: Upon filing of a designation report, the board shall immediately notify the appropriate city departments, including agencies with building, demolition, environmental, planning, public works, and zoning powers, that may be affected by said filing.

(e) *Notification of a public hearing*: For each individual site, district, or zone proposed for designation, a public hearing must be held no sooner than ten (10) days and within sixty (60) days from the date a designation report has been filed with the board. Owners of record or other parties having an interest in the property or properties proposed for designation, if known, shall be notified of the public hearing by certified mail to the last known address of the party being served; however, failure to receive such notice shall not invalidate the same as

such notice shall also be perfected by publishing a copy thereof in a newspaper of general circulation at least ten (10) days prior to the hearing. Owners shall be given an opportunity at the public hearing to object to the proposed designation.

(f) *Requirement of prompt decision and notification*: Within seven (7) days of a public hearing on a proposed individual site, district, or zone, the board shall by written resolution state its decision to approve, deny, or amend the proposed designation and shall direct the secretary of the board (city deputy clerk) to notify the following of its actions with a copy of the resolution:

1. The appropriate city agencies with building, demolition, environmental, planning, public works, and zoning powers that may be affected by this action;
2. The city clerk;
3. The owner or owners of the affected property or properties and other parties having an interest in the property or properties, if known; and
4. The Hendry County property appraiser.

(g) *Amendment or rescission*: The board may amend or rescind any designation provided it complies with the same manners and procedures used in the original designation.

(h) *Moratorium*: Upon the filing of a designation report by the staff, the owner or owners of the real property that is the subject matter of the designation report or any individual or private or public entity shall not:

1. Erect any structure on the subject property;
2. Alter, restore, renovate, move, or demolish any structure or any part of a structure on the subject property until such time as final administrative action, as provided by this chapter, is completed.

(i) *Recording of designation*: The board shall provide the clerk of the circuit court with all designations for the purpose of recording such designations and the clerk of the circuit court shall thereupon record the designation according to law.

(7) *Nominations to the National Register of Historic Places*:

(a) The National Register of Historic Places is a list of properties maintained by the National Park Service authorized by the National Historic Preservation Act of 1966. The National Register is administered through the National Park Service and has established evaluation criteria and guidelines that allow for properties to be nominated.

(b) In compliance with the National Historic Preservation Act, the Mayor, as the Chief Elected Local Official, will receive the Historic Preservation Board's report for nominations to the National Register of Historic Places before providing his/her opinion. The Chief Elected Local Official will ask in writing that the Board send the package to the State Historic Preservation Office on behalf of the official. This ensures that the official's opinion and the Board's report go to the State Historic Preservation Office as a single package.

(c) For nominations to the National Register, notification shall be provided at least 30 calendar days prior to a public hearing on the Board's designation, but no more than 75 calendar days prior. Objections by property owners must be notarized to prevent nomination to the National Register.

Sec. 8.7-17. Application for certificates of appropriateness and certificates to dig; demolition.

(1) *Certificate required as prerequisite to alteration, etc.*: No building, structure, improvement, landscape feature or archaeological or paleontological site within the City of LaBelle that is designated pursuant to section 8.7-16 of this chapter shall be altered, constructed, demolished, excavated, moved, rehabilitated, renovated, or restored until an application for a certificate of appropriateness or certificate to dig has been submitted that describes the proposed alteration, construction, demolition, excavation, movement or removal, rehabilitation, renovation, or restoration, or other similar actions, has been submitted to and approved by the board or staff pursuant to the procedures in this section. Architectural features shall include, but are not limited to, the architectural style, scale, massing, siting, general design and general arrangement of the exterior of the building or structure, including the type, style, and color of roofs, windows, doors, and appurtenances. Architectural features shall include, when applicable, interior spaces where interior designation has been given pursuant to section 8.7-16. Landscape features and site improvements shall include, but are not limited to, subsurface alterations and excavations, fill deposition, paving, landscaping, walls, fences, courtyards, signs, and exterior lighting. As permitted in section 8.7-16 and if specified in a designation report, certain identifiable elements of a site, district, or zone may be exempt from the necessity of a certificate of appropriateness or a certificate to dig. However, no certificate of appropriateness or certificate to dig shall be approved unless the architectural or engineering or other acceptable work plans for the proposed alteration, construction, demolition, excavation, movement or removal, rehabilitation, renovation, or restoration, or other similar actions, are approved by the board.

(2) *Board to develop procedures*: The board shall develop procedures for making application for either a regular or special certificate of appropriateness or a certificate to dig.

(3) *Standards for issuance*: The board shall adopt and may from time to time amend the standards by which applications for any certificate of appropriateness or certificate to dig are to be measured and evaluated. In adopting these guidelines, it is the intent of the board to promote the maintenance, restoration, rehabilitation, renovation, and adaptive reuses appropriate to a property or properties, and compatible contemporary designs that are harmonious with the exterior architectural and landscape features and improvements of neighboring buildings, structures, sites, and streetscapes. These guidelines shall also serve as criteria for staff to make decisions regarding applications for regular certificates of appropriateness and certificates to dig. All

certificates of appropriateness and certificates to dig shall permit the staff to the board and the representatives of other appropriate governmental agencies to inspect from time to time any work approved pursuant to this chapter. The Board and City shall follow all applicable Secretary of the Interior historic preservation standards for archeology and historic preservation in accordance with 36 CFR 61.3. The standards and guidelines adopted under this subsection are set forth in the LaBelle Historic District Design Guidelines, adopted by resolution under this chapter. The board may amend the design guidelines from time to time by action taken at a regular public meeting of the board, obtaining professional or technical assistance as it deems necessary, without the necessity of a separate public hearing and without amendment of this chapter.

(4) *Regular certificates of appropriateness*: Based upon the guidelines for preservation, the designation report, a complete application for a regular certificate of appropriateness, any additional plans, drawings or photographs to fully describe the proposed alteration and any other guidelines the board may deem necessary, the staff of the board shall, within twenty-one (21) days from the date a complete application has been filed, approve or deny the application for a regular certificate of appropriateness by the owner or owners of a designated site or property within a district or zone. The findings of the staff shall be sent by regular mail to the applicant within three (3) days of the staff decision, accompanied by a statement in full regarding the staff's decision. The applicant shall have an opportunity to challenge the staff decision by applying through a written request for a special certificate of appropriateness within thirty-one (31) days of the staff's findings.

(5) *Special certificates of appropriateness*: An applicant for a special certificate of appropriateness shall submit his or her application to the board pursuant to section 8.7-16 and accompany such application to the board with full plans and specifications, site plans, and samples of materials as deemed appropriate by the board to fully describe the proposed appearance, color, texture, or materials, and architectural design of the building and any courtyards, decorative stone, earthen mounds, exterior lighting, fences, gates, outbuildings, planters, plantings, shrubbery, sidewalks, signage, statuary, street furniture, trees, and walls or other structures or landscape features.

(a) The applicant shall provide adequate information to enable the board to visualize the effect of the proposed action on the applicant's property and adjacent properties and streetscapes. If such application involves a designated archaeological or paleontological zone, the applicant shall provide full plans and specifications of work that may affect the surface and subsurface of the zone.

(b) The board shall hold a public hearing upon an application for a special certificate of appropriateness affecting any city designated site, district, or zone. In such instances, notice and procedure of the public hearing shall be given to the property owner or owners by certified mail and to other interested parties by

an advertisement in a newspaper of general circulation at least ten (10) days prior to the public hearing.

(c) The board shall act upon an application within forty-five (45) days of receipt of application materials adequately describing the proposed action. The board shall approve, deny, or approve in modified form an application, subject to the acceptance of the modification by the applicant, or suspend action on the application for a period not to exceed thirty-one (31) days in order to seek technical advice from outside the board members, allow the applicant to reconsider and propose revisions or modifications to the application, or for staff to meet further with the applicant to revise or modify the application.

(d) The decision of the board shall be issued in writing. Evidence of approval of the application shall be by certificate of appropriateness issued by the board or the board's staff representative to the applicant and, whatever its decision, notice in writing shall be given to the applicant and the appropriate city agencies with building, demolition, environmental, planning, public works, and zoning powers that may be affected by this action. When an application is denied, the board's notice shall provide an adequate written explanation of its decision to disapprove the application. The board shall keep a record of its actions under this chapter.

(e) Unless otherwise provided in the authorizing language of a particular certificate of appropriateness at the discretion of the board, both regular and special certificates of appropriateness shall expire after three hundred sixty-five (365) days. Staff may grant extensions of time of up to an additional one hundred eighty (180) days for restoration or rehabilitation work only upon satisfaction that the scope of the work originally approved has not changed and provided that a written request is filed and work is commenced before the expiration of the original certificate. A public hearing is not required for granting an extension.

(6) *Certificates to dig*:

(a) *When required; how granted*: Within an archaeological or paleontological zone or within an individual site or district when specified, any new construction, filling, digging, trenching, boring, tree or shrub removal, or any other activity that may alter or reveal surficial, embedded, or buried archaeological or paleontological material shall be prohibited without a certificate to dig. All permit applications to any city agencies with building, demolition, environmental, planning, public works, and zoning powers involving new construction, filling, digging, trenching, boring, tree or shrub removal, or other similar ground-disturbing activities within an archaeological or paleontological zone, or similar protected area within an individual site or district, shall require a certificate to dig before approval.

1. Based upon the language of the designation report for the property involved, the board or representative staff shall approve, deny, or

approve with modifications the certificate to dig, in consultation with the ~~Southeast Florida Regional Preservation Office~~ Florida Public Archeology Network, within thirty-one (31) days from the date the completed application is filed. A failure to reply within the time provided shall constitute an approval of the board's action, absent circumstances preventing a timely response.

2. An approved certificate to dig may be subject to specified conditions, including, but not limited to, excavations and other studies by a qualified professional archaeologist.
3. If the certificate to dig is issued by staff without a board hearing, the applicant may make a written request for a hearing before the board to challenge the terms of the certificate to dig within thirty-one (31) days of the staff's findings. The board shall convene within thirty-one (31) days after such a request is received by the board to reconsider the original staff decision regarding the application for the certificate to dig. The decision of the board that reconsiders the application shall be reduced to writing within seven (7) days from the date of the board's hearing.

(b) *Approved certificates to dig*: Approved certificates to dig shall contain an effective date at which time the proposed activity must have begun. A certificate to dig may provide for up to six (6) months, with one six (6) month extension that may be approved by the board, from the original date of issuance, after which time the certificate expires and a new application must be made.

(c) *Work to conform to certificate to dig; stop work order*: All work performed pursuant to the issuance of a certificate to dig shall conform to the requirements of the certificate. It shall be the duty of the appropriate governmental agencies and the staff to the board to inspect from time to time any work approved pursuant to this chapter to ensure compliance. In the event work is not performed in accordance with such certificate, the city superintendent of public works shall appoint an official empowered to issue a stop work order on the board's behalf and all work not in compliance with the certificate shall cease. No person, firm, business entity, agent, or contractor shall undertake any work on such project as long as the stop work order shall continue in effect.

(7) *Demolition*:

(a) The demolition of a designated building, structure, improvement, site, district, or zone may not occur without the issuance of a special certificate of appropriateness, unless by a ~~superceding~~ superseding order of a government agency or a court of competent jurisdiction.

(b) Government agencies having the authority to demolish unsafe structures shall receive notice of designation of individual sites, districts, or zones pursuant to section 8.7-16. The staff of such agencies shall consult with the staff of the historic preservation board before entering a demolition order or placing such

properties on an official agenda. Such unsafe structures agencies shall not enter a demolition order unless they first determine in writing that there exists no feasible alternative to demolition.

(c) The board and the City of LaBelle shall be deemed interested parties and shall receive ten (10) days prior written notice of any public hearings conducted by said government agencies regarding the demolition of any designated property within the city. The board may make recommendations and suggestions to such government agencies and the property owner or owners relative to the feasibility of and the public interest in preserving the designated property.

(d) At the written request of the board, such unsafe structures agencies shall continue any hearing on any designated property for not less than thirty (30) days to allow consultation with the board. If such an agency subjects a designated property to an order providing for demolition, the order shall also, at the written request of the board, establish a grace period of no less than sixty (60) days to obtain a permit to repair the property, followed by no less than one hundred eighty (180) days to substantially complete such repairs. After entry of such a repair or demolition order, such unsafe structures agencies shall have the jurisdiction and authority to grant additional extensions of the grace period, provided the agency is satisfied that the repair will be completed within a reasonable time. Nothing in this section shall prohibit any unsafe structures agency from entering an order requiring a designated property to be secured.

(e) No permit for voluntary demolition of a designated building, structure, improvement, landscape feature, zone, site, or other protected element of a property shall be issued to the owner or owners thereof until an application for a special certificate of appropriateness has been submitted and approved pursuant to the procedures in this section. Refusal by the board to grant a special certificate of appropriateness shall be evidenced by written order detailing the public interest which is sought to be preserved.

The board shall be guided by the criteria contained in subsection (f) herein. The board may grant a special certificate of appropriateness that may provide for a delayed effective date. The effective date shall be determined by the board based upon the relative significance of the structure and the probable time required to arrange a possible alternative to demolition. During the demolition delay period, the board may take such steps as it deems necessary to preserve the structure concerned, in accordance with the purposes of this chapter. Such steps may include, but shall not be limited to, consultation with interested persons and private organizations, civic groups, and other public agencies, recommendations for acquisition of the property by public or private agencies or organizations, and exploration of the possibility of moving one (1) or more structures or other features.

(f) In addition to all other provisions of this chapter, the board shall consider the following criteria in evaluating applications for demolition of designated properties:

1. Is the structure of such interest or quality that it would reasonably meet national, state, or local criteria for designation as an archaeological, architectural, or historical landmark?
2. Is the structure of such design, craftsmanship, or material that it could be reproduced only with great difficulty and/or expense?
3. Is the structure one (1) of the last remaining examples of its kind within the city or Hendry County?
4. Does the structure contribute significantly to the historic character of a designated district?
5. Would retention of the structure promote the general welfare of the city by providing an opportunity for study of local history, architecture, or design or by developing an understanding of the importance and value of a particular culture or heritage?
6. Are there definite plans for reuse of the property if the proposed demolition is carried out and what will be the effect of those plans on the character of the surrounding area?

(8) *Building permit not to issue without a certificate*: No building or other permit that affects any designated property within the City of LaBelle shall be issued by any city agency without an approved certificate of appropriateness or certificate to dig.

(9) *Compliance of work with certificate standards; official and staff*: All work performed pursuant to the issuance of any certificate of appropriateness shall conform to the requirements of the certificate. The city superintendent of public works shall hire an historic preservation professional or designate an appropriate existing official, along with any other necessary staff, to assist the board by making necessary inspections in connection with enforcement of this chapter and shall be empowered to issue a stop work order if performance is not in accordance with the issued certificate. No work shall proceed as long as a stop work order continues in effect. Copies of inspection reports shall be furnished to the board and copies of any stop work orders shall be furnished to both the board and the applicant. The official selected by the city superintendent of public works as staff for the board shall be responsible for ensuring that any work not in accordance with an issued certificate of appropriateness or other provisions of this article shall be corrected to comply with the certificate or provision prior to withdrawing the stop work order.

(10) *Emergency and temporary measures*: For the purpose of remedying emergency conditions determined to be dangerous to life, health or property, nothing contained herein shall prevent the making of any temporary construction, reconstruction, or other necessary repairs to a designated building or site within the City of LaBelle, pursuant to an order of a government agency or a court of competent jurisdiction.

(a) The owner of any designated property damaged by storm, fire or other calamity shall be permitted to stabilize the building immediately without board approval and to repair, restore, reconstruct, or rehabilitate the property later under the normal review procedures to this chapter.

(b) The city working with property owners and other government agencies are encouraged to develop a disaster management plan for designated properties within the city as outlined in the publication Disaster Planning for Florida's Historic Resources (2003), as revised, which was developed with the assistance of the Florida Department of State Division of Historic Resources.

(11) *No action to constitute approval*: If no action upon a completed application is taken within sixty (60) days from the date of its receipt, such application shall be deemed to have been approved and no other evidence of approval shall be needed. This time limit may be waived by mutual written consent of the applicant and the board.

(12) *Power of review*: The board shall have the authority to review applications for certificates of all property within the City of LaBelle, however owned, by either public or private parties. The purposes of this chapter shall apply equally to plans, projects, or work executed or assisted by any private party, governmental body or agency, department, authority or board of the city, county, or state.

(13) *Archaeological sites or districts*: To protect a designated archaeological site, district, or zone (hereinafter "site"), the board may require any of the following:

(a) An archaeological survey at the applicant's expense conducted by a qualified archaeologist approved by the board containing an assessment of the significance of the archaeological site and an analysis of the impact of the proposed activity on the site;

(b) Scientific excavation as an evaluation of the site at the applicant's expense by a qualified, professional archaeologist;

(c) Mitigation measures to offset any potential detrimental effects from activities affecting the site;

(d) Protection or preservation of all or part of the archaeological site for green space; and

(e) Request the oversight, technical guidance, or intervention of the ~~Southeast Florida Regional Preservation Office~~ Florida Public Archeology Network, as appropriate. The board may also require an archaeological survey or scientific excavation as a precondition to consider further action.

Sec. 8.7-18. Standards for archaeological work; discovery of archaeological sites.

(1) *Archaeological work*: Archaeological surveys, assessments, excavations, and other work required by this article shall be conducted by a qualified, professional archaeologist and be consistent with accepted professional standards and regulations developed by the Florida Department of State Division of Historical Resources and the United States Department of the Interior, or their successor agencies.

(2) *Sites discovered during the development process*: In the event that archaeological materials are discovered by ground disturbing activities on any property within the city, such activities in the immediate vicinity of the archaeological site shall be discontinued and the City of LaBelle and the ~~Southeast Florida Regional Preservation Office~~ Florida Department of State, Division of Historical Resources (Bureau of Archaeological Research) notified. The ~~Southeast Florida Regional Preservation Office~~ Division of Historical Resources shall review the site of the discovery and may require that the site be assessed by a qualified professional archaeologist at the expense of the property owner.

(3) *Unmarked human graves*: If a discovery is made of an unmarked human grave or graves, then the procedures for notifying the State Archaeologist and County Medical Examiner shall be followed, consistent with F.S. ch. 872, as amended. The disposition of the remains and the preservation of the burial site shall be determined consistent with state law and with the advice of the ~~Southeast Florida Regional Preservation Office~~ Florida Department of State, Division of Historical Resources (Bureau of Archaeological Research) and consent of the City of LaBelle Historic Preservation Board.

Sec. 8.7-19. Economic hardship.

Where, by reason of particular site conditions and restraints, or because of unusual circumstances applicable solely to the particular applicant's property, strict enforcement of the provisions of this chapter would result in serious undue economic hardship to the applicant, the board shall have the power to vary or modify adherence to this chapter; provided always that its requirements ensure harmony with the general purposes hereof and will not adversely affect the City of LaBelle.

(1) In any instance where there is a claim of undue economic hardship, the applicant shall submit, by affidavit, to the board at least fifteen (15) days prior to the public hearing, the following information:

(a) *For all property:*

1. The amount paid for the property, the date of purchase and the party from whom purchased;
2. The assessed value of the land and improvements thereon according to the two (2) most recent assessments;
3. Real estate taxes for the previous two (2) years;
4. Annual debt service, if any, for the previous two (2) years;
5. All appraisals obtained for the property within the previous two (2) years by the applicant or on the applicant's behalf in connection with the purchase, financing, or ownership of the property;
6. Any listing of the property for sale or rent, price asked and offers received, if any;
7. Any consideration by the owner as to profitable adaptive uses for the property;
8. All cost estimates or reports relating to the demolition of the property obtained within the previous two (2) years;
9. All cost estimates or reports relating to the rehabilitation or restoration of the property obtained within the previous two (2) years;

10. All reports relating to the engineering, architectural or construction feasibility of rehabilitating or restoring the property obtained within the previous two (2) years; and
11. All reports relating to the economic feasibility of restoring or rehabilitating the property obtained within the previous two (2) years, including market studies.

(b) *For income-producing property:*

1. Annual gross income from the property for the previous two (2) years;
2. Itemized operating and maintenance expenses for the previous two (2) years; and
3. Annual cash flow, if any, for the previous two (2) years.

(2) The board may require that an applicant furnish such additional information as the board believes is relevant to its determination of undue economic hardship. The applicant shall permit access to the subject property for the purpose of inspections and/or appraisals required by the board or city staff. In the event that any of the required information is not reasonably available to the applicant and cannot be obtained by the applicant, the applicant shall file with his affidavit a statement of the information which cannot be obtained and shall describe the reasons why such information cannot be obtained.

Sec. 8.7-20. Maintenance of designated properties; demolition by neglect prohibited.

(1) *Ordinary maintenance or repair*: Nothing in this chapter shall be construed to prevent the ordinary maintenance or repair of any exterior elements of any building or structure that does not involve a change of design, appearance or material, and which does not require a building permit.

(2) *Affirmative maintenance required*: The owner of a property designated pursuant to this chapter either individually or as a contributing part of a district or zone shall comply with all applicable codes, laws and regulations governing the maintenance of property. It is the intent of this section to preserve from deliberate or inadvertent neglect the exterior features of such properties and the interior portions thereof when maintenance is necessary to prevent deterioration and decay of the property. All such properties shall be preserved against such decay and deterioration and shall be free from structural defects through prompt corrections of any of the following defects:

(a) Facades that fall and injure the subject property, adjoining property, or members of the public;

(b) Deteriorated or inadequate foundations, defective or deteriorated flooring or floor supports, deteriorated walls or other vertical structural supports;

(c) Members of ceilings, roofs, ceiling and roof supports or other structural members that may rot, sag, split or buckle due to defective material or deterioration;

(d) Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken, unsecured or missing windows or doors;

(e) Any fault or defect in the property that renders it structurally unsafe, insufficiently protected from weathering, or not properly watertight.

(3) *Undue economic hardship:* A property owner who believes that the application of this section creates an undue economic hardship may apply for a variance or modification under section 8.7-19.

(4) *Enforcement:*

(a) Notice of administrative enforcement: When a City of LaBelle code enforcement officer learns of a violation of subsection (2) above, that officer shall provide written notice of the violation to the owner, with specific written details of the corrective action necessary to remedy the violation. Such notice shall be given personally, by regular U.S. mail and certified by the city clerk's office or code enforcement officer as mailed, or by posting on the property when the address of the owner cannot be located. The property owner shall have thirty (30) days from the date of such notice to perform the corrective action. Thereafter, the code enforcement officer may issue a civil citation in accordance with the city's code.

(b) *Action for injunction and remedial relief; lien on property*: If the property owner fails to take corrective action within the fifteen (15)-day period provided in subsection (4)(a), the City of LaBelle may file an action seeking:

1. An injunction ordering the property owner to take corrective action;
2. An order authorizing the city to enter onto the property to make corrective actions; and
3. Civil penalties.

The court shall order an injunction providing such remedies if the city proves that the owner has violated this article and such violation threatens the integrity or existence of an individual site or a contributing structure within a district. Such civil action may be initiated in the name of the city at the discretion of the city superintendent of public works upon an affirmative vote of a majority of the board.

Settlements of such lawsuits may be obtained in the same manner. Nothing herein shall prevent the city commission from initiating or assuming direction of the lawsuit, at its discretion. In the event that the court authorizes the city to enter onto the property to take the required corrective action, the court shall also order that the cost of the corrective action shall constitute a lien against the property, accruing interest at the statutory rate for judgments until satisfied.

(c) *Civil penalties*. Violation of this section shall be punished by a civil penalty of five hundred dollars ($500.00). After expiration of the fifteen-day period provided in subsection (4)(a), each day that the corrective action is not taken shall constitute a separate violation. <u>All civil penalties collected under this section shall be deposited into the Historic Preservation Board Trust Fund established in section 8.7-23 and used for purposes consistent with that section.</u>

Sec. 8.7-21. Appeals.

An aggrieved party may appeal the decision by filing with the clerk of circuit court in and for Hendry county and a written notice of appeal with the city clerk. The notice of appeal shall state the decision that is being appealed, the grounds for the appeal, and a brief summary of the relief that is sought.

Within the time prescribed by the appropriate Florida Rules of Appellate Procedure, a party aggrieved by a decision of the city commission may appeal an adverse decision to the circuit court in and for Hendry County. The party taking the appeal shall be required to pay to the city clerk the sum of one hundred and fifty dollars ($150.00) to defray the costs of preparing the record on appeal.

Sec. 8.7-22. Penalties; settlement authority for settling civil penalties.

Failure by an owner of record or any individual, corporation, public or private entity to comply with any provisions of this chapter shall constitute a violation hereof and shall be punishable by civil or criminal penalties including a fine not more than five hundred dollars ($500.00) per day for each day the violation continues and including a requirement that any work performed contrary to this chapter must be removed and the property returned to its condition prior to commencement of said action.

The board has the authority to settle any tickets or civil penalties issued to enforce this section or any other provision of this chapter. In making such a decision the board shall consider the likelihood of prevailing and whether compliance was obtained. <u>All civil penalties collected under this chapter shall be deposited into the Historic Preservation Board Trust Fund established in section 8.7-23 and used for purposes consistent with that section.</u>

Sec. 8.7-23. Incentives; conservation easements; trust fund.

(1) The board and its staff shall encourage and assist property owners within the city in the nomination of eligible income-producing properties to the National Register of Historic Places in order to make available the federal investment tax credits for certified rehabilitations of historic properties pursuant to the Tax Reform Act of 1986 or any other benefits offered by local, state or federal government programs or by nonprofit organizations to such properties.

(2) It is the policy of the City of LaBelle to develop financial incentives to encourage the policies of this chapter and to assist the owners of designated properties, including those listed within the National Register of Historic Sites and within the city's limits, through the development of a conservation easement program to obtain applicable local, state and federal tax benefits, pursuant to F.S. §§ 193.505 and 704.06, as amended, and any other governing law, provided that the city commission shall approve the acceptance, terms, and conditions of any conservation easement before it was accepted by the city.

(3) The board may promulgate the rules for accepting such easements and covenants that shall be used by the city upon approval of the board. The board is authorized to apply for grants and other sources of funding for the creation of historic grant and loan programs.

(4) Any funds received shall be placed in a Historic Preservation Board Trust Fund and used only for purposes consistent with this chapter or for which they were received.

The board is authorized to promulgate rules and model agreements for such a program that shall be used by the city upon approval by the city commission.

Sec. 8.7-24. Relief from building, development, and zoning regulations.

(1) Buildings, structures, improvements and properties that are designated archaeological or historical sites, districts or zones under this article or by Hendry County, the State of Florida, or are listed on the National Register of Historic Places may be eligible for administrative variances, special consideration, or other forms of relief from applicable city, county, or state building, development or zoning codes, ordinances or regulations, or other applicable laws, such as the federal Americans with Disabilities Act, as amended. Such eligible consideration may be as follows:

(a) *Repairs and alterations*. Repairs, alterations and additions necessary for the preservation, restoration, rehabilitation or continued use of a building or structure may be made without conformance to the technical requirements of the Florida Building Code when the proposed work has been issued a certificate of appropriateness by the board, provided that:

1. The restored building or structure will be no more hazardous based on consideration of life, fire and sanitation safety than it was in its original condition and the board has been advised by all interested city, county, or state agencies and officials with regard to the public interest of health, safety, and welfare.
2. Plans and specifications sealed by a Florida registered architect or engineer, are not required unless required by the building code.

(b) *Permit fees*: A reduction of the city's building permit and construction and other development-related fees is permitted as determined by the city commission.

(c) *Open space*: Archaeological and historical resources that are to be preserved may be utilized to satisfy required setbacks, buffer strips or open space up to the maximum area required by development regulations. Conservation of such archaeological and historic resources shall qualify for any open space requirements mandated by development regulations.

(d) *Density calculations*: Acreage associated with archaeological and historical resources preserved within the boundaries of a project shall be included in calculating the project's permitted density.

(e) *Flood regulations; historic-structure exemption.* A property designated under this chapter, or a property individually listed in or contributing to a district listed in the National Register of Historic Places, may qualify as a "historic structure" eligible for exemption from the substantial-improvement and substantial-damage ("50 percent") requirements of the National Flood Insurance Program, to the extent provided by the City's floodplain-management ordinance and applicable Federal Emergency Management Agency regulations, provided the property retains its historic designation. Nothing in this subsection modifies the requirements of the City's floodplain-management ordinance.

Sec. 8.7-25. Tax exemptions for historic properties; classification and assessment of historic property used for commercial or certain nonprofit purposes.

The city hereby elects to adopt the classification and assessment methods provided in F.S. §§ 193.503 and 196.1961, as amended. Accordingly, subject to the definitions, conditions, and procedures established by those sections, the owners of designated archaeological and historic properties within the city qualifying under these sections may apply so that they shall be assessed either based upon the property's actual use or to allow the property a tax exemption of up to 50 percent of its assessed value, whichever is greater, pursuant to sections 4(d) and 3, Article VII, of the State Constitution. Any such classification shall terminate upon repeal of F.S. §§ 193.503 or 196.1961, or the repeal or sunset of this provision.

Sec. 8.7-26. Ad valorem tax exemption for rehabilitation of historic properties.

(1) **Exemption established.** Pursuant to section 196.1997, Florida Statutes, there is hereby established an ad valorem tax exemption for the increase in assessed value of a historic property that is directly attributable to the rehabilitation, restoration, renovation, or improvement of the property. The exemption applies only to the ad valorem taxes levied by the City and is available for a period of up to ten (10) years, as established by the city commission when it grants the exemption, beginning January 1 following substantial completion of the improvements.

(2) **Eligible properties.** A property qualifies if it is (a) individually designated, or a contributing property within a designated district, under this chapter; or (b) listed in, or a contributing property within a district listed in, the National Register of Historic Places. The property may be residential or commercial. The improvements must be consistent with the United States Secretary of the Interior's Standards for Rehabilitation.

(3) **Application and review.** An owner shall apply on the form prescribed by the Florida Division of Historical Resources before the improvements are commenced. The historic preservation board or its staff shall review the application to confirm that the property is eligible and that the proposed and completed work meets the Secretary of the Interior's Standards. This review shall be coordinated with, and may be combined with, the certificate of appropriateness required under this chapter.

(4) **Covenant required.** As a condition of the exemption, the owner shall enter into a covenant with the City, in recordable form, requiring that the historic character of the property and the qualifying improvements be maintained in good repair for the period of the exemption. The covenant shall run with the property and bind the owner and the owner's successors.

(5) **Granting of the exemption.** After the improvements are substantially completed and staff or the board certifies that the work meets the Standards, and upon execution and recording of the covenant, the city commission shall grant the exemption by resolution.

(6) **Administration.** The city clerk shall provide the Hendry County property appraiser with a copy of each resolution granting an exemption and of the recorded covenant,

and shall provide the notice and information the property appraiser requires to apply the exemption to the tax roll.

(7) **Continuing eligibility.** If the property ceases to qualify or the owner violates the covenant, the exemption terminates; the City shall notify the property appraiser, and the City may recover the taxes exempted during the period of noncompliance, together with any penalty and interest provided by law.

Business Impact Estimate

Proposed ordinance's title/reference:
An Ordinance of the City of LaBelle, Florida, amending Chapter 8.7, "Historic Preservation," of the City of LaBelle Code of Ordinances to conform the City's historic preservation program to the federal Certified Local Government requirements; reconstitute the Historic Preservation Board; adopt the City of LaBelle Design Guidelines by resolution; provide for Certificates of Appropriateness; establish historic-rehabilitation ad valorem tax exemptions; and provide for codification, severability, conflicts, and an effective date.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
  b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes[2] the following information:

[1] See Section 166.041(4)(c), Florida Statutes.

[2] This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City website by the time notice of the proposed ordinance is published.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The proposed ordinance amends Chapter 8.7 (Historic Preservation) of the City Code to modernize the City's historic preservation program. It reconstitutes the Historic Preservation Board as a qualified, appointed body; establishes standards and procedures for designating historic properties and districts (requiring the owner's consent for individual-property designation); adopts the City of LaBelle Design Guidelines by resolution as the standard for review; provides for Certificates of Appropriateness for exterior alterations to designated properties; recognizes flood-code relief available to historic structures; dedicates civil penalties to the Historic Preservation Board Trust Fund; and establishes residential and commercial historic-rehabilitation ad valorem tax exemptions. The public purpose of the ordinance is to serve the public health, safety, morals, and general welfare by protecting and preserving the City's historic resources and community character, stabilizing and enhancing property values, promoting heritage tourism and downtown economic vitality, and qualifying the City for Certified Local Government status, which provides access to federal historic preservation grants, technical assistance, and rehabilitation tax incentives.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

The proposed ordinance is regulatory in nature and applies only to properties that are individually designated as historic or located within a designated historic district. It is not anticipated to impose a significant direct economic impact on private, for-profit businesses generally. A business would incur a potential cost only if it owns a designated historic property, or a property within a designated historic district, and proposes exterior alterations requiring a Certificate of Appropriateness. In those cases, costs are limited to preparing and submitting an application and to designing the proposed exterior work consistent with the adopted Design Guidelines. The proposed ordinance imposes no new tax and establishes no application fee. The ordinance does not itself set a fee for a Certificate of Appropriateness; any such fee would be nominal, intended only to recover administrative costs.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The City currently has one established historic district containing approximately twelve (12) businesses. Not all of these would be subject to review; only buildings that contributed to the district's historic significance, together with any individually designated properties, are subject to Certificate of Appropriateness review, and review is triggered only when an owner undertakes a regulated exterior alternation. The number of for-profit businesses likely to be impacted is therefore a subset of those twelve buildings - those that are contributing, business-owned (rather than owned by individual homeowners), and undergoing exterior work. The estimate is that fewer than twelve, and likely only a handful, of for-profit businesses are likely to be impacted in a given year. An updated historic resources survey will confirm which buildings contribute to the district and will identify any additional historic properties, allowing this estimate to be refined. The LaBelle Downtown Revitalization Corporation has applied for grant funding to complete this updated survey, which, if awarded, is anticipated to be undertaken in 2027. The estimate will be updated as survey results become available.

4. Additional information the governing body deems useful (if any):

The ordinance is expected to produce net benefits for owners and businesses through the availability of historic-rehabilitation ad valorem tax exemptions (Chapter 8.7, §§ 8.7-25 and 8.7-26), eligibility for the 20% federal historic rehabilitation tax credit for income-producing properties, and the economic development and heritage-tourism benefits of a well-maintained historic downtown. Adoption also positions the City to obtain Certified Local Government status and the associated grant funding and technical assistance.

CITY OF LABELLE

Historic Preservation Board / Planning Staff

MEMORANDUM

TO: Honorable Mayor and City Commission; City Attorney

FROM: Jerika Mungillo

DATE: August 13th, 2026

RE: Proposed amendments to Chapter 8.7, Historic Preservation — strike-and-underline draft for review and open items to resolve before adoption

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1. Purpose and how to read this document.

Attached is a working draft of the proposed amendments to Chapter 8.7, Historic Preservation, of the City of LaBelle Code of Ordinances, presented in standard legislative strike-and-underline (redline) format so the Commission, the public, and the State Historic Preservation Office can see precisely what is changing. The amendments are drawn from the marked working copy of Chapter 8.7 (Supp. No. 43) and are intended principally to bring the ordinance into conformance with the federal Certified Local Government (CLG) program requirements at 36 CFR Part 61.

New language to be added to the Code is shown underlined. **Existing language** to be deleted is shown ~~struck through~~. All other text is existing Code shown for context and is unchanged.

This draft reproduces the affected chapter text from the City's Municode export (Supp. No. 43) for readability; the base (unchanged) text should be proofed against the official codified version before adoption.

2. Recommended adopting vehicle.

Amendments to the Code of Ordinances are ordinarily adopted by **ordinance** — typically with two readings and a public hearing — rather than by resolution, which is generally reserved for policy directives (such as the City's recent CLG-participation resolution). A draft amending ordinance is provided in Part II. Please confirm the appropriate vehicle and adoption procedure. if a resolution is preferred, the same Exhibit A text can be attached to a resolution instead.

3. Policy decisions reflected in this draft.

The policy questions raised by the marked working copy were addressed based on guidance provided by the appropriate state representative and are incorporated into Exhibit A as follows:

(a) **Board composition.** The board is reconstituted as a five (5)-member body appointed by the chief elected official (the Mayor) for demonstrated knowledge of and interest in historic preservation, replacing the former board that consisted of the elected city commission. (Sec. 8.7-12)

(b) **Member qualifications.** Professional members (architecture, history, and related disciplines) are to be appointed to the extent practicable, consistent with the Certified

Local Government "reasonable effort" accommodation available to smaller communities. The City should retain written documentation of its efforts to recruit qualified professionals. (Sec. 8.7-12)

(c) **Terms of office.** Board members serve staggered four (4)-year terms. (Sec. 8.7-12(2))

(d) **Owner consent for designations.** Designation of an individual site requires the written consent of the property owner (except for a property designated as contributing within a district). Designation of a district does not require an owner-consent threshold and proceeds on notice and public hearing. (Sec. 8.7-16)

(e) **Use of civil-penalty revenue.** Civil penalties collected under the chapter are dedicated to the Historic Preservation Board Trust Fund (Sec. 8.7-23) for preservation purposes. (Secs. 8.7-20, 8.7-22)

(f) **FEMA 50% Rule.** A provision recognizing that designated and National-Register properties may qualify for the National Flood Insurance Program historic-structure exemption has been added, cross-referencing the City's floodplain-management ordinance and FEMA rather than granting the exemption directly. (Sec. 8.7-24)

(g) **Successor agency references.** References to the former "Southeast Florida Regional Preservation Office" have been updated by function — to the Florida Department of State, Division of Historical Resources (Bureau of Archaeological Research) for regulatory matters (the Florida Master Site File, discoveries of archaeological materials, and unmarked human remains), and to the Florida Public Archeology Network for local consultation and technical guidance.

(h) **Definitions added.** Definitions for "Certified Local Government," "Chief elected local official," "Historic Preservation Fund," "National Register nomination," "Rules of Procedure," and "State Historic Preservation Officer / Office" have been added to Sec. 8.7-4, drawn from 36 CFR Part 61 and the Florida CLG guidelines.

(i) **Design guidelines adopted by resolution.** The LaBelle Historic District Design Guidelines will be adopted by resolution (Ordinance Part II, Section 3) as the board's guidelines for preservation and its standards for certificates of appropriateness, and the definition in Sec. 8.7-4 and Sec. 8.7-17(3) are updated to reference them. The board may amend the guidelines, with professional or technical assistance as needed, by action at a regular public meeting of the board — without a separate public hearing and without a further Code amendment. A current copy will be kept on file with the City Clerk for public inspection. (Note: the board still acts at an open, noticed meeting under the Sunshine Law; only the separate public hearing is dispensed with.)

(j) **Residential rehabilitation tax exemption.** A new Sec. 8.7-26 establishes the ad valorem tax exemption for the rehabilitation of historic properties under § 196.1997, Florida Statutes — up to ten years on the added value of qualifying work, available for residential or commercial property. This complements, and does not replace, the existing commercial/nonprofit exemption in Sec. 8.7-25. The City Commission sets

the term when it grants each exemption; confirm the term, percentage, and administration with the City Attorney and the Hendry County Property Appraiser.

(k) **Technical cleanup.** Subsection numbering in Secs. 8.7-12 and 8.7-16 has been made sequential; obvious typographic errors in the new language were corrected; and the 36 CFR 61.3 standards provision has been retained in both Sec. 8.7-14 and Sec. 8.7-17(3), as each serves a distinct function.

4. Remaining confirmations before adoption.

A small number of items still require outside confirmation:

(a) **Charter / appointment authority.** Confirm with the City Attorney that reconstituting the board as an appointed body, and vesting appointment authority in the Mayor as chief elected official, is consistent with the City charter and the City's appointment procedures. The City Attorney should also review the new owner-consent, flood-exemption, design-guideline-adoption, and historic-rehabilitation-tax-exemption (§ 8.7-26) provisions (including that amending the guidelines without a separate public hearing, but at an open board meeting, is consistent with the Sunshine Law and the CLG public-participation requirement).

(b) **Proof the base text.** Proof the reproduced (unchanged) chapter text in Exhibit A against the official codified version (Supp. No. 43) before adoption.

(c) **State review.** Submit the proposed amendment to the State Historic Preservation Officer for review and comment at least thirty (30) days before adoption, as required for Certified Local Government status.

(d) **Adoption vehicle.** Adopt by ordinance with two readings and a public hearing (Part II). If a resolution is preferred, the same Exhibit A may be attached to a resolution instead.

End of memorandum. The proposed amending ordinance follows as Part II; the full strike-and-underline text of Chapter 8.7 follows as Exhibit A.



CITY OF LABELLE · HISTORIC PRESERVATION

How Historic Preservation Works

A plain-language guide — and the case for becoming a Certified Local Government

Prepared for the LaBelle City Commission · 2026

THE CASE

Why this is worth doing

1

Identity

Historic buildings are what make downtown LaBelle feel like LaBelle — a real place, not anywhere.

2

Economy

A cared-for historic district supports Main Street, tourism, and private investment downtown.

3

Value & pride

Designation and reinvestment tend to stabilize property values and build civic pride.

The city already has a downtown historic district and a preservation ordinance — this is about making the program work and unlocking its benefits.

START HERE

“Recognized” is not “Protected”

?

RECOGNIZED

A survey documents a building as historic. It is a research and planning tool.

No rules attach. The owner can change or even demolish it without review.

!

PROTECTED

Local designation under Chapter 8.7 is what adds the rules.

Only then does review (a Certificate of Appropriateness) apply to changes.

This single distinction clears up most of the confusion about historic preservation.

THE MENTAL MODEL

Three levels of “historic”

1 Survey

IDENTIFY

Documents that a building is historic. A planning tool — no rules.

2 National Register

HONOR

A federal list. Prestige and access to tax credits — but still no local rules.

3 Local designation

RULES

The only level that triggers local review of changes.

Bottom line: only local designation makes the review process apply. Survey and National Register do not, on their own.

THE PROGRAM

What is a Certified Local Government?

A Certified Local Government (CLG) is a **formal partnership** between a city, the State (through the Florida Division of Historical Resources), and the National Park Service.

The City

runs the local program

→

State (SHPO)

certifies & supports

→

National Park Service

sets the standards

In plain terms: LaBelle joins the national preservation team — and gets the help and money that come with membership.

WHY DO IT

What LaBelle gets out of it

Grant money

At least 10% of Florida's federal preservation funds are reserved for CLGs — money non-CLGs can't touch.

Free expert help

Training and technical assistance from the state preservation office.

Tax credits

CLG status supports owners using the 20% federal rehabilitation tax credit.

A seat at the table

The city reviews National Register nominations and shapes what happens locally.

WHAT IT TAKES

The five things a CLG must have

1. **A preservation ordinance** — the local law — LaBelle's Chapter 8.7
2. **A qualified review board** — the Historic Preservation Board
3. **A survey & inventory** — a list of historic properties (update grant pending)
4. **Public participation** — open meetings, notice, public hearings
5. **Satisfactory performance** — actually doing the work and reporting to the state

LaBelle already has, or is actively building, all five.

THE PLAYERS

Who does what

Property owner

Applies to make changes; maintains the property.

City staff

Takes applications, issues routine approvals, supports the board.

Historic Preservation Board

Decides major cases, recommends designations, keeps the survey.

City Commission

Adopts the law, appoints the board, sets policy.

State & National Park Service

Certify, fund, train, and set the standards.

THE BOARD

The Historic Preservation Board



Five appointed citizens

Appointed by the Mayor at the Commission’s recommendation · demonstrated interest in preservation · staggered 4-year terms.

What the board does

- Reviews Certificates of Appropriateness (the bigger cases)
- Recommends properties and districts for designation
- Maintains the historic survey and inventory
- Reviews National Register nominations
- Reports to the state and promotes preservation

THE RULES

Two documents run the program

THE LAW

Chapter 8.7

What is regulated and how. Adopted by the Commission as an ordinance; it creates the board and the review process.

THE HOW-TO

Design Guidelines

What good work looks like. Adopted by resolution—the board keeps it current without changing the law.

Together they answer the two questions an owner has: “Do I need approval?” and “What will they be looking for?”

FOR OWNERS

“What if it’s my building?”

ROUTINE WORK

Meets the guidelines?

Staff can approve it — usually within 21 days. No hearing needed.

MAJOR WORK

Demolition, additions, new building?

Goes to the board for a public hearing — a decision within 45 days.

Good news: Ordinary maintenance, repairs with the same materials, interior work, and paint (in most cases) need no review at all.

HOW PROTECTION HAPPENS

How a property or district gets designated

1. **Prepare** — Staff writes a designation report — significance and boundaries.
2. **Notify** — Owners and agencies are notified; a public hearing is set.
3. **Hearing** — The board holds a public hearing.
4. **Decide** — The board approves, denies, or amends — in writing.
5. **Record** — The designation is recorded with the Clerk of Court.

Who has to agree?

One building:
needs the owner’s written consent.

A district:
no consent threshold — decided at the public hearing.

A SEPARATE HONOR

The National Register (a different thing)

A federal “honor roll” of historic places. It’s separate from local designation — a property can be on one, both, or neither.

1

Prestige + tax credits

Listing unlocks the 20% federal rehab tax credit for income-producing buildings.

2

Owners can object

A notarized owner objection can stop a listing. That’s why it runs through a public meeting.

3

Board recommends only

LaBelle’s board reviews and recommends — the State and National Park Service make the call.

THE UPSIDE

What's in it for people

Up to 50%

property-tax exemption on qualifying rehabilitation (the city has adopted this).

20%

federal income-tax credit for certified rehab of income-producing historic buildings.

Building-code & flood relief

Historic-appropriate paths under the Building Code, and a possible FEMA "50% Rule" exemption.

Grants & Main Street

Access to CLG grant funds and momentum for the downtown Main Street effort.

HOW WE COMPARE

LaBelle vs. peer Certified Local Governments

Most Florida CLGs offer the homeowner rehabilitation exemption — in fact, in CLG cities the local board reviews these applications, so the program is built around CLGs offering it.

PEER CLGs OFFER IT

Residential rehab exemption (§ 196.1997) — up to 10 years

- ✓ DeLand
- ✓ St. Petersburg
- ✓ Fort Lauderdale

DeLand is the closest match — a small city with a mostly residential historic district.

LABELLE TODAY

- ✓ Commercial / nonprofit exemption (§ 196.1961)
- ✗ No residential rehab exemption — a homeowner gets nothing today

…and the historic district is mostly homes.

The fix: adopting § 196.1997 brings LaBelle in line with peer CLGs — and it's the exemption that fits our residential district.

WHAT WE'RE ADOPTING

What the Chapter 8.7 amendment changes

The board

Five appointed members (today the board is the Commission itself); professional where practicable; four-year staggered terms.

Why — CLG expects a qualified board, separate from the elected body.

Owners & process

Owner consent to designate an individual property; design guidelines adopted by reference so the board keeps them current; flood-code relief recognized.

Why — a clearer, fairer process for property owners.

Incentives & enforcement

A new residential rehabilitation tax exemption (§ 8.7-26); civil penalties dedicated to the preservation trust fund.

Why — real upside for owners; penalties recycle into preservation.

Housekeeping & compliance

Updated defunct state-agency names; added CLG definitions; conformed the standards to 36 CFR Part 61.

Why — brings the ordinance in line with the CLG program.

CHANGE 1 OF 9 · THE BOARD

The board becomes an appointed body

TODAY

Chapter 8.7 currently makes the historic preservation board the five elected City Commissioners themselves.

THE AMENDMENT

A separate five-member board, appointed by the Mayor at the Commission’s recommendation, chosen for demonstrated knowledge of and interest in historic preservation.

WHY IT MATTERS

The CLG program requires a qualified review board, and keeping the case-by-case (quasi-judicial) review separate from the elected body protects due process. It is the near-universal structure among Certified Local Governments.

CHANGE 2 OF 9 · THE BOARD

Member qualifications and terms

TODAY

No qualification standard or fixed terms — the seats are simply the Commission seats.

THE AMENDMENT

Members must have demonstrated preservation interest or knowledge; professionals are appointed where practicable; staggered four-year terms; vacancies filled within 60 days.

WHY IT MATTERS

These are CLG membership rules. Four-year staggered terms give continuity, and the “where practicable” standard — with documented recruitment effort — lets a small city qualify even without local professionals to serve.

CHANGE 3 OF 9 · DESIGNATIONS

Owner consent to designate an individual property

TODAY

The board may designate an individual property or a district without the owner’s consent — owners are notified and heard, but cannot block it.

THE AMENDMENT

Designating an individual site now requires the owner’s written consent. Districts still proceed on notice and public hearing, with no consent threshold.

WHY IT MATTERS

Individual designation adds real duties to a single property, so requiring consent lowers legal and political risk — while keeping the district tool workable so a few holdouts can’t block a broadly supported district.

CHANGE 4 OF 9 · ENFORCEMENT

Penalties funneled into preservation

TODAY

Civil penalties collected under the chapter flow to the general fund.

THE AMENDMENT

Penalties under §§ 8.7-20 and 8.7-22 are dedicated to the Historic Preservation Board Trust Fund (§ 8.7-23).

WHY IT MATTERS

It recycles enforcement dollars back into preservation — emergency repairs after a storm or fire, property acquisition, grants, or staffing — rather than into general revenue.

CHANGE 5 OF 9 · RESILIENCE

Flood-code relief for historic buildings

TODAY

Chapter 8.7 says nothing about flood regulations or the FEMA “50% Rule.”

THE AMENDMENT

A new provision recognizes that designated and National-Register properties may qualify for the National Flood Insurance Program’s historic-structure exemption, cross-referencing the City’s floodplain ordinance and FEMA.

WHY IT MATTERS

The 50% Rule can force a flooded historic building to be elevated — destroying its character. The exemption protects that character; the amendment flags the benefit without overstepping the floodplain ordinance.

CHANGE 6 OF 9 · STANDARDS

Design guidelines adopted by reference

TODAY

The ordinance refers to “guidelines for preservation” generally, pointing mainly to the federal Standards.

THE AMENDMENT

The City of LaBelle Design Guidelines are adopted by resolution as the standard for certificates of appropriateness; the board may amend them at a public meeting, without a code amendment.

WHY IT MATTERS

It gives the guidelines real legal force while keeping them current — the board can update a technical document as materials and practice evolve, without a full ordinance amendment every time.

CHANGE 7 OF 9 · INCENTIVES

A tax break homeowners can actually use

TODAY

The only historic tax exemption on the books (§ 8.7-25) reaches commercial and nonprofit properties open to the public — not ordinary homes.

THE AMENDMENT

A new § 8.7-26 adds the F.S. § 196.1997 exemption: up to ten years of relief on the added value a rehabilitation creates — available to residential or commercial owners.

WHY IT MATTERS

The district is mostly houses, so today's exemption helps almost none of the owners being asked to accept designation. Peer CLGs like DeLand and St. Petersburg already offer this one. It evens the deal for homeowners and encourages preservation.

CHANGE 8 OF 9 · HOUSEKEEPING

Outdated state-agency references fixed

TODAY

The ordinance repeatedly refers to the “Southeast Florida Regional Preservation Office,” which no longer exists.

THE AMENDMENT

References updated by function — the Division of Historical Resources (Bureau of Archaeological Research) for regulatory matters, and the Florida Public Archeology Network for consultation and guidance.

WHY IT MATTERS

The old office is gone; dead references make those provisions unworkable. This keeps the archaeology and review procedures operable and accurate.

CHANGE 9 OF 9 · CLG COMPLIANCE

The Certified Local Government requirements

TODAY

The ordinance predates the City’s pursuit of CLG status and lacks several federally required provisions.

THE AMENDMENT

Adds open-meeting/Sunshine requirements, the state-reporting cadence (30-day meeting notices, an annual report), National Register nomination review, updated definitions, and the 36 CFR 61.3 standards requirement.

WHY IT MATTERS

These are the specific things 36 CFR Part 61 requires to become and remain a Certified Local Government — the core purpose of the whole amendment, and what unlocks the grants, training, and tax-credit access.

WHERE WE ARE

What's ready — and the ask

READY NOW

- Amended Chapter 8.7 ordinance (draft)
- Design guidelines (draft)
- Board rules of procedure (draft)
- Application forms & meeting templates (draft)
- Conflict-of-interest policy & process maps (draft)

STILL TO DO

- Appoint the five-member board
- City Attorney: confirm charter/appointment authority
- Adopt the ordinance & guidelines
- Finish the survey update (grant pending)
- Jurisdiction map of designated properties

The ask: adopt the ordinance · appoint the board · then pursue certification.