



PLANNING AND ZONING BOARD MEETING MINUTES

Monday, November 17, 2025 at 5:30 PM

Historic City Hall, Commission Chambers – 225 East Main Street, Suite 105

www.cityofwauchula.gov

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Meeting was called to order @547pm by Chair Phillips

Meeting was delayed starting due to presenter was running late

ROLL CALL

Phillips - Present

Dowden - Present

Steffans - Present

Stanton - Absent

Johnson - Absent

MINUTES FOR APPROVAL

1. Minutes for 09/15/2025 Planning and Zoning Meeting

Motion was made by Steffans to approve 9/15/2025 minutes as presented

2nd by Dowden

All in Favor - Yea

PUBLIC COMMENT / NON-AGENDA ITEMS

No Non-Agenda Items to discuss

ORDINANCES

2. Ordinance 2025-16 CIE update

Stephanie with CFRPC presented power point to discuss the CIE update it's required every 5 years. More details within the agenda packet, including budget, etc.

Motion was made by Steffans to approve Ordinance 2025-16 as presented

2nd made by Dowden

All in favor - Yea

3. Ordinance 2025-18 Certified Recovery Residences

Stephanie with CFRPC presented powerpoint for Ordinance 2025-18 for Certified Recovery Residences, Inspections are required by law w/ reasonable

accommodations. SB954 was adopted and new language was added 2.03.06 complying with law adding to Article 9 - further details can be found in Agenda Packet
Motion was made by Dowden to Approve Ordinance 2025-18, 2nd made by Steffans
All in favor - Yea

4. Ordinance 2025-19 Condo Engineering Inspections

Stephanie with CFRPC presented PowerPoint for Ordinance 2025-19 for Residential Condo Engineering Inspections. House Bill 913 requires to be adopted by the end of each year. Requires all jurisdictions to obtain Ordinances. Inspections are required every 10 yrs and required to be up to code if 3 stories high and over 30 years of age. There are requirements for Municipal record keeping, Sections 5-126 and 5-127 are new in the Code of Ordinances. There is a section on Qualifications and city reporting along with a results and repair report. Due by 12/31 of each year.

Motion to approve was made by Steffans
2nd by Dowden

All in favor - year

5. Ordinance 2025-17 - REMOVED FROM AGENDA

Ordinance 2025-17 has been noted it was removed from the agenda, due to it was already advertised, but has been moved to December Meeting.

ITEMS TO DISCUSS

6. Board Member, Wayne Johnson

Vote is required to be removed from the board

Chair Phillips opened discussion regarding attendance of board member Wayne Johnson. Due to consecutive absences and as per Land development Code. A Vote is required for Wayne Johnson be removed from the Board. Chair Phillips made a motion, 2nd by Dowden to vote to remove Wayne Johnson from the Planning and Zoning Board that is requirement by the City Charter.

Board Members

Donna Steffens

Garry Phillips

William Dowden have all voted YES to remove Wayne Johnson from the P & Z Board

OLD BUSINESS

Kyle w/ the City of Wauchula stated that the discussion regarding Building Height will be on the December Meeting agenda

REMINDERS

Will need to vote on New Chair and Vice Chair for the P & Z Board

ADJOURNMENT

Chair Phillips adjourned meeting @ 605pm