



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

**Tuesday, February 17, 2026 at 5:30 PM**

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

**[www.cityofwauchula.gov](http://www.cityofwauchula.gov)**

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**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER**

**ROLL CALL**

**MINUTES FOR APPROVAL**

- 1.** Minutes for 11/17/2025 Planning and Zoning Meeting

**PUBLIC COMMENT / NON-AGENDA ITEMS**

**ORDINANCES**

**ITEMS TO DISCUSS**

- 2.** Special Exception - 417 Heard Bridge Road

**OLD BUSINESS**

**REMINDERS**

**ADJOURNMENT**



## 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

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### 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

**FILL OUT COMPLETELY**

Date Submitted \_\_\_\_\_

Item # 2.

**CITY OF WAUCHULA**

SPECIAL EXCEPTION     VARIANCE     ANNEXATION  
 RE-ZONE     FUTURE LAND USE AMENDMENT  
 SUBDIVISION PLAT     ALLEY CLOSURE

**A SITE PLAN, TO SCALE, IS NEEDED FOR ALL REQUESTS.  
A METES AND BOUNDS SURVEY IS NEEDED FOR AN ANNEXATION.  
IF YOU LIVE IN A DEED RESTRICTED COMMUNITY, YOU MUST  
PROVIDE A COPY OF THE DEED RESTRICTIONS.**

Applicant:                    Sarah Maier, Dewberry Engineers

Address of request:        417 Heard Bridge Road, Wauchula, FL

Mailing address:           800 N. Magnolia Ave, Suite 1000, Orlando, FL 32803

Daytime Telephone:       321.354.9653

Owner's Name & Address (as shown on property records):

Check, if same as above.

If different: Name: Roy Bolin

Mailing Address: 417 Heard Bridge Road, Wauchula, FL

Daytime Telephone: (863) 832-2269

**NOTE :    IF THE APPLICANT IS NOT THE OWNER OF THE ABOVE PROPERTY,  
WRITTEN CONSENT BY THE OWNER MUST BE SUPPLIED BY THE  
APPLICANT AT THE TIME OF SUBMITTAL TO THE CITY'S PLANNING  
AND ZONING DEPARTMENT. ALL REQUESTS MAY ONLY BE  
INITIATED BY THE CURRENT PROPERTY OWNER.**

Legal description:        See attached property card

Current Zoning C-2        Future Land Use Commercial

Size of Parcel:            0.26 acres

Current Improvements: (Buildings, etc. on property) 1-story wood frame residence on blocks

Reason for request: Proposing new construction of a single family residence through the Rebuild FL Program. The current zoning and future land use are commercial; a single family house is permitted via Special Exception. The house was damaged from Hurricane Ian and a new structure is needed.

If Annexation and/or Re-Zone:

Current County Zoning Classification Not Applicable

City Zoning Classification and Future Land Use classification sought: \_\_\_\_\_

No applicable, requesting a Special Exception under the existing zoning and flu.

What property usage is to the North: City owned - pond, South: single family home,

East: Church and West: single family home of your property (example: residence)?

Number of residences on parcel(s) (Existing and/or proposed): 1 existing to be demolished, 1 proposed

Population of parcel(s): \_\_\_\_\_

**\*\*\*\*\*FOR SPECIAL EXCEPTION REQUESTS ONLY\*\*\*\*\***

Square footage to be used for the activity: \_\_\_\_\_

Proposed Hours: \_\_\_\_\_

Associated Noise: \_\_\_\_\_

Materials stored on premises: \_\_\_\_\_

Traffic caused by activity: \_\_\_\_\_

Number of off-street parking spaces: \_\_\_\_\_

\*\*\*\*\*

Have you filed any previous applications? No

If yes, please describe request and give date of application: \_\_\_\_\_

\_\_\_\_\_

I have read and understand the requirements of the application and agree to pay all costs of the process.  
The typical total cost is between \$150.00 and \$300.00.

Signature(s):  Sarah Maier  Date:  01/30/2026

Print Name(s):  Sarah Maier

Signature of applicant(s): \_\_\_\_\_ Date: \_\_\_\_\_

Print Name(s): \_\_\_\_\_

<b><u>FOR OFFICE USE ONLY</u></b>		
___ Application	_____	
___ Ad	_____	
___ Copies	_____	(.15 ea single sided) (.20 ea double sided)
___ Postage	_____	
		Total Due _____

AGENT DESIGNATION FORM

The owner does (do) hereby appoint and designate Sarah Maier, Dewberry Engineers as agent in fact for the owner(s) of parcel(s) 04-34-25-0000-07380-0000

to present an application for Special Exception for all or a portion of the referenced parcel(s) and to present all evidence in support thereof.

Print name of property owner(s) Roy Bolin

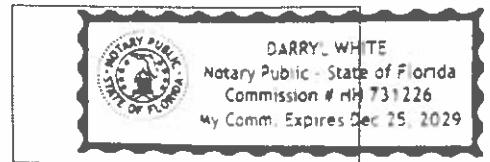
Signature(s) of property owner(s) [Handwritten Signature]

STATE OF Florida COUNTY OF Hardee

Sworn to and subscribed before me by means of physical presence or online notarization. this 3 day of February, 2026 by Roy Bolin

[Handwritten Signature] Signature of Notary

Personally Known/ID Produced Type of Id Produced



AGENT OATH AND SIGNATURE:

The undersigned Sarah Maier, Dewberry Engineers being duly appointed as agent in fact for the above named owner(s) of the property whereby said owners are seeking an application for Special Exception and the undersigned does hereby accept said appointment and will faithfully and truly carry out the request of said owner(s).

Signature of Agent [Handwritten Signature]

Address: 800 N. Magnolia Ave, Suite 1000, Orlando, FL 32803

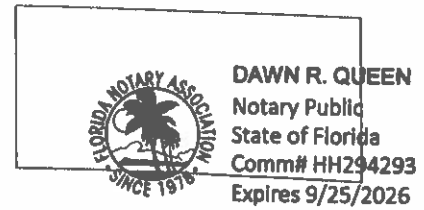
Telephone Number: 321.354.9653 Fax Number

STATE OF Florida COUNTY OF Orange

Sworn to and subscribed before me by means of physical presence or online notarization. this 3rd day of February, 2026 by Sarah Maier

[Handwritten Signature] Signature of Notary

Personally Known/ID Produced Type of Id Produced



126 S. 7th AVENUE  
WAUCHULA, FL 33873



PHONE (863) 773-9193  
FAX (863) 773-0436

February 17, 2026

To: Planning & Zoning Board

From: Kyle Long, Community Development Director

RE: 417 Heard Bridge Road  
Parcel # 04-34-25-0000-07380-0000  
Special Exception request to allow Single Family Residential use in C-1 zoning

This report is being made to provide further guidance to the Planning and Zoning Board regarding the above referenced request made by Dewberry Engineers.

The subject property, 417 Heard Bridge Road, is owned by Roy Bolin. The property is a .264-acre lot consisting of a 784 s.f. structure which was built in 1935. Due to the condition of the home, on behalf of the property owner, Dewberry Engineers, by way of Rebuild Florida, plans to demolish the structure and build a new single family-home. A special exception is required to allow this residential use in a C-2 (Highway Commercial) zoning district.

**Comprehensive Plan Review:**

The proposed special exception is consistent with the Comprehensive Plan. The Future Land Use of the subject property is and will remain Commercial. Single Family Residential use is permitted in the Commercial Future Land Use category.

**Concurrency Management Review:**

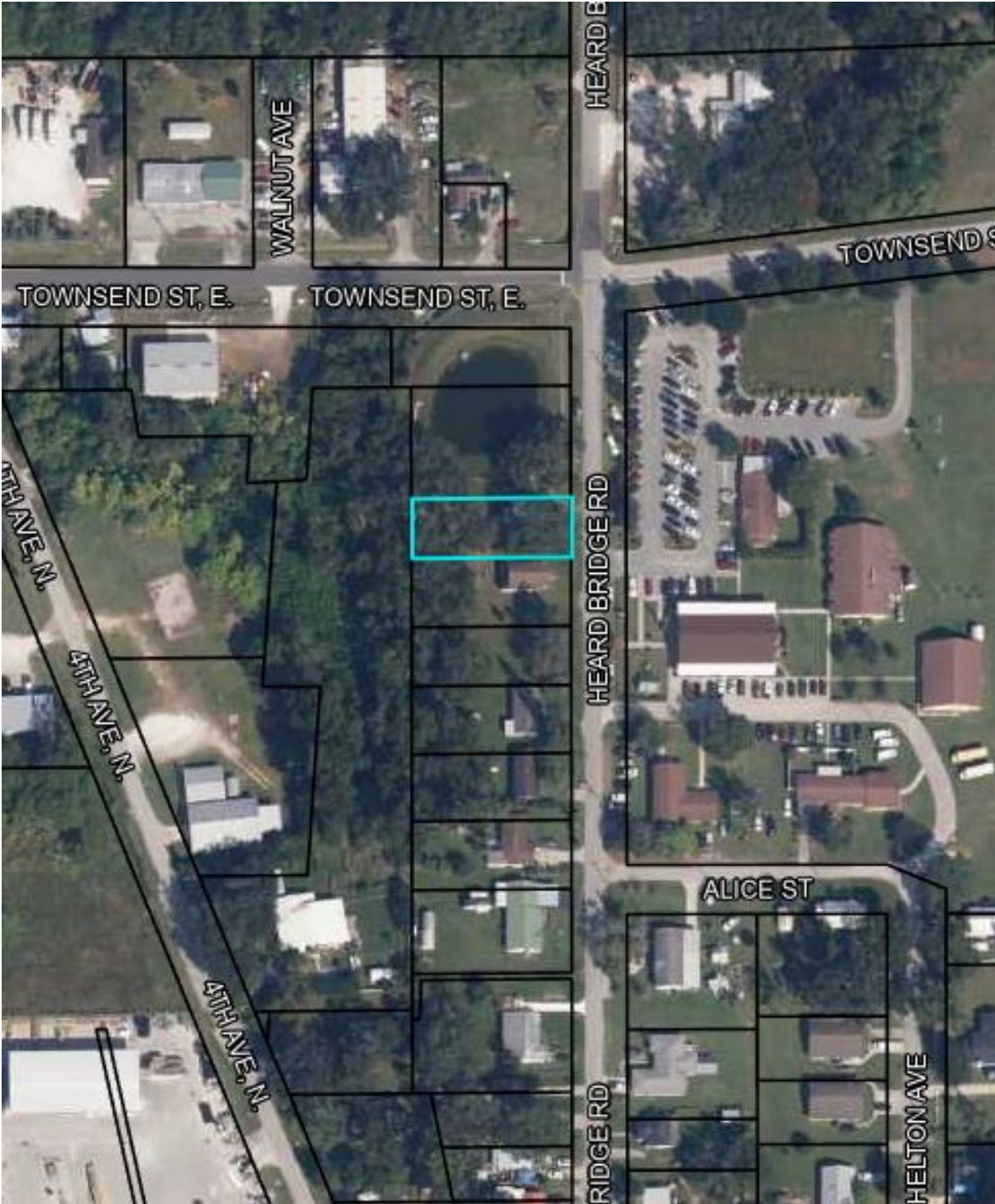
This is done to ensure that facilities and services needed to support development are available. The following facilities should be considered: roads, water, sewer, solid waste and recreation. The subject property is located on Heard Bridge Road which is a city maintained right-of-way. The property is and will continue to be serviced by the City's water, sewer and solid waste departments. Sufficient recreational facilities are also available within the City. The proposed use should not cause any of the above-mentioned facilities to fall below their current level of service.

**Other:**

Special Exceptions must serve the purpose for which it was granted permission within 180 days from date of approval or it shall expire. Special Exceptions continue indefinitely with the land until the expiration of any time limit established as a condition of approval. If such use is abandoned for 180 days, it shall expire.

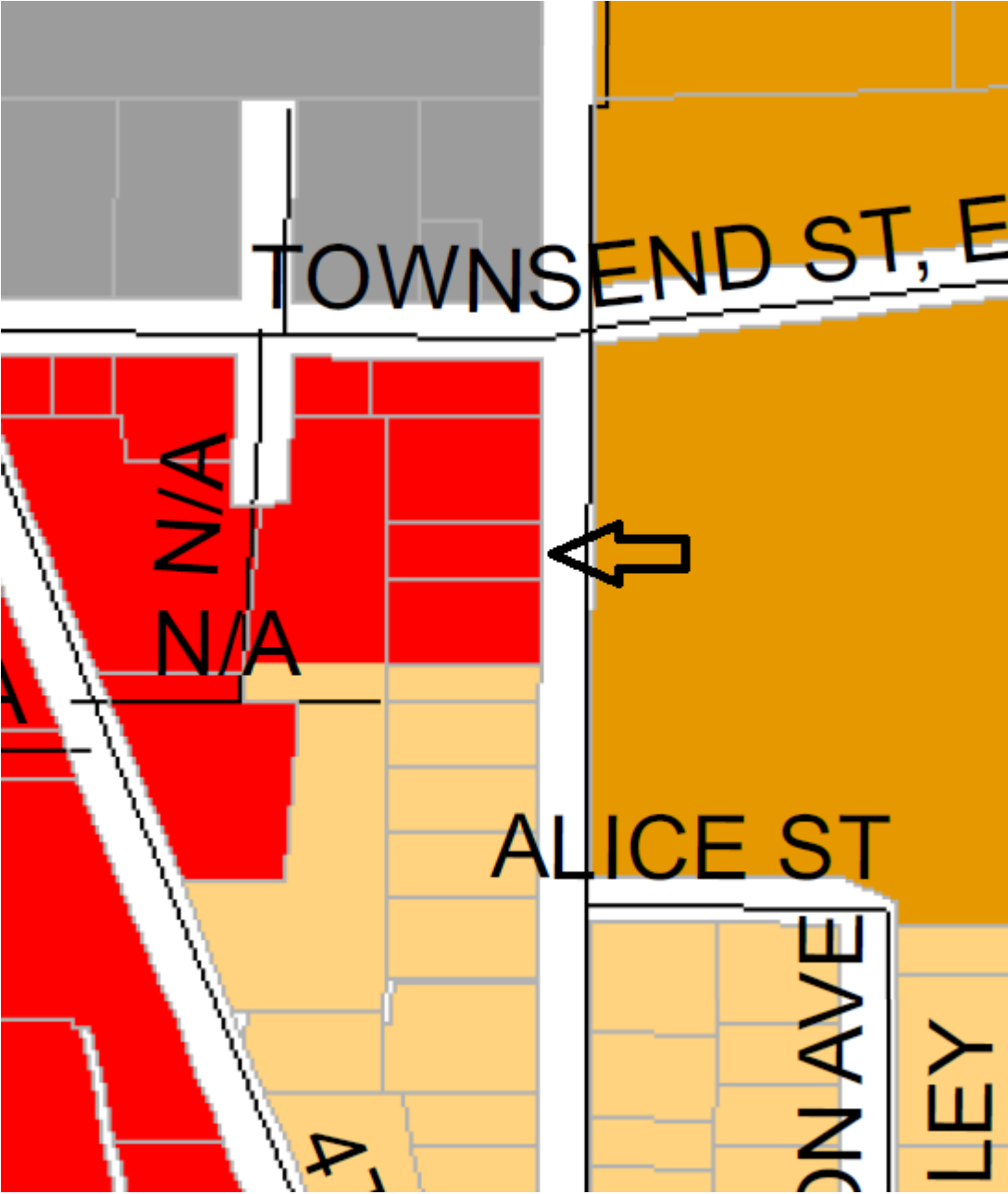
**Recommendation:**

Staff has no objections to the special exception request.









417 Heard Bridge Road  
SPECIAL EXCEPTION REQUEST

	Existing	Proposed
Use	SFR	SFR
# of Residents	2-4	2-4
Area of the property	9,698 sq ft	9,698 sq ft
Pervious area	8,914	TBD
Impervious area	784 sq ft	TBD
Area of structures	784 sq ft	TBD
# of required parking spaces	2	2
# of provided parking spaces	2	2
Density	.08 FAR	TBD
# of units	1	1