



City of Auburndale  
Auburndale, Florida 33823

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Community Development Department

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**PLANNING COMMISSION MEETING**  
**August 27, 2024 4:00 P.M.**  
**COMMISSION ROOM/CITY HALL**

CALL TO ORDER – Chair Perry Price

PLEDGE OF ALLEGIANCE – Chair Perry Price

ROLL CALL – Marsha Johnson, Secretary

APPROVE COMMISSION MINUTES - Regular Meeting July 2, 2024

ANNOUNCEMENTS – Julie Womble, Community Development Director

- Comprehensive Plan Update Public Workshop, August 27, 2024, 5:30-8:00pm
- Planning Commission, September 10, 2024

**AGENDA**

1. **PUBLIC HEARING** –FUTURE LAND USE AND ZONING MAP AMENDMENT– ENCLAVE AT LAKE MYRTLE SUBDIVISION
2. RECOMMENDATION AMENDING THE FUTURE LAND USE MAP – ENCLAVE AT LAKE MYRTLE SUBDIVISION
3. RECOMMENDATION AMENDING THE ZONING MAP – ENCLAVE AT LAKE MYRTLE SUBDIVISION
4. **PUBLIC HEARING** –FUTURE LAND USE AND ZONING MAP AMENDMENT– HILLS OF ARIETTA SUBDIVISION
5. RECOMMENDATION AMENDING THE FUTURE LAND USE MAP – HILLS OF ARIETTA SUBDIVISION
6. RECOMMENDATION AMENDING THE ZONING MAP –HILLS OF ARIETTA SUBDIVISION
7. **PUBLIC HEARING** –FUTURE LAND USE AND ZONING MAP AMENDMENT– CASCARA SUBDIVISION
8. RECOMMENDATION AMENDING THE FUTURE LAND USE MAP – CASCARA SUBDIVISION
9. RECOMMENDATION AMENDING THE ZONING MAP – CASCARA SUBDIVISION
10. **PUBLIC HEARING** –FUTURE LAND USE AND ZONING MAP AMENDMENT– LAKE MATTIE PARK
11. RECOMMENDATION AMENDING THE FUTURE LAND USE MAP – LAKE MATTIE PARK
12. RECOMMENDATION AMENDING THE ZONING MAP – LAKE MATTIE PARK
13. **PUBLIC HEARING** –FUTURE LAND USE AND ZONING MAP AMENDMENT– SPRAY FIELDS-HICKORY ROAD
14. RECOMMENDATION AMENDING THE FUTURE LAND USE MAP – SPRAY FIELDS-HICKORY ROAD
15. RECOMMENDATION AMENDING THE ZONING MAP – SPRAY FIELDS-HICKORY ROAD
16. **PUBLIC HEARING** – AMENDING COMPREHENSIVE PLAN– CIP ELEMENT
17. RECOMMENDATION AMENDING COMPREHENSIVE PLAN– CIP ELEMENT
18. **PUBLIC HEARING** – AMENDING LAND DEVELOPMENT REGULATIONS (LDRs) – ADMINISTRATION AND PROCEDURES MANUAL
19. RECOMMENDATION AMENDING LAND DEVELOPMENT REGULATIONS (LDRs) – ADMINISTRATION AND PROCEDURES MANUAL

Ref. F.S. 286: If an individual decides to appeal any decision made by the Planning Commission with respect to this meeting, a verbatim transcript may be requested. If so, the individual should make provision for a transcript to be made at the meeting. Persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk no later than five days prior to the proceeding at 968-5133.

**Planning Commission Meeting  
August 27, 2024**

**AGENDA ITEM 1: PUBLIC HEARING – SMALL-SCALE FUTURE LAND USE AND ZONING MAP AMENDMENTS – ENCLAVE AT LAKE MYRTLE**

**AGENDA ITEM 2: RECOMMENDATION AMENDING THE FUTURE LAND USE**

**AGENDA ITEM 3: RECOMMENDATION AMENDING THE ZONING MAP**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The Planning Commission will consider and take public comment on a Future Land Use and Zoning Map amendment before making a recommendation to the City Commission.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/24
- . Location Map
- . Binding Site Plan

This is a City initiated request to establish land use and zoning on the following property:

**Enclave At Lake Myrtle Subdivision:**

|   |  |
|---|--|
| <b><i>Petitioner:</i></b>                     | City of Auburndale                                 |
| <b><i>Location:</i></b>                       | Hwy. 559 and Sutton Road                           |
| <b><i>Current Future Land Use:</i></b>        | Residential Low-1 (RL-1)/ Residential Low-2 (RL-2) |
| <b><i>Proposed Future Land Use:</i></b>       | Low Density Residential                            |
| <b><i>Proposed Zoning Classification:</i></b> | Planned Development-Housing 2 (PD-H2)              |
| <b><i>Current use:</i></b>                    | Single-Family (+/- 32.90 acres)                    |

As a result of voluntary annexation, the City is requesting a Small-Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 32.90 acres. The property currently has a Polk County Land Use designation of Residential Low-1 (RL-1)/ Residential Low-2 (RL-2). The property is currently developed with 161 single-family houses. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale’s Comprehensive Plan and Land Development Regulations.

As required by the Land Development Regulations this request is accompanied by a binding site plan. The plan shows a front setback of 15’, a side setback of 5’, a rear setback of 10’.

Following Staff’s presentation of the amendment and public comment, the proposed amendment will be considered by the Planning Commission for a recommendation to the City Commission.

**STAFF RECOMMENDATION:** Recommend approval of the proposed Future Land Use Low Density Residential and Zoning Map amendment of Planned Development-Housing 2 (PD-H2) to the City Commission.

**Planning Commission Meeting  
August 27, 2024**

**AGENDA ITEM 4: PUBLIC HEARING – SMALL-SCALE FUTURE LAND USE AND ZONING MAP AMENDMENTS – HILLS OF ARIETTA**

**AGENDA ITEM 5: RECOMMENDATION AMENDING THE FUTURE LAND USE**

**AGENDA ITEM 6: RECOMMENDATION AMENDING THE ZONING MAP**

    INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The Planning Commission will consider and take public comment on a Future Land Use and Zoning Map amendment before making a recommendation to the City Commission.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/24
- . Location Map
- . Binding Site Plan

This is a City initiated request to establish land use and zoning on the following property:

**Hills of Arietta Subdivision:**

|   |  |
|---|--|
| <b><i>Petitioner:</i></b>                     | City of Auburndale                                 |
| <b><i>Location:</i></b>                       | Hwy. 559 and Gapway Road                           |
| <b><i>Current Future Land Use:</i></b>        | Residential Low-1 (RL-1)/ Residential Low-2 (RL-2) |
| <b><i>Proposed Future Land Use:</i></b>       | Low Density Residential                            |
| <b><i>Proposed Zoning Classification:</i></b> | Planned Development-Housing 2 (PD-H2)              |
| <b><i>Current use:</i></b>                    | Single-Family (+/- 37.55 acres)                    |

As a result of voluntary annexation, the City is requesting a Small-Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 37.55 acres. The property currently has a Polk County Land Use designation of Residential Low-1 (RL-1)/ Residential Low-2 (RL-2). The property is currently developed as 85 single-family houses. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale’s Comprehensive Plan and Land Development Regulations.

As required by the Land Development Regulations this request is accompanied by a binding site plan. The plan shows a front setback of 20’, a side setback of 7’ and a rear setback of 10’.

Following Staff’s presentation of the amendment and public comment, the proposed amendment will be considered by the Planning Commission for a recommendation to the City Commission.

**STAFF RECOMMENDATION:** Recommend approval of the proposed Future Land Use Low Density Residential and Zoning Map amendment of Planned Development-Housing 2 (PD-H2) to the City Commission.

**Planning Commission Meeting  
August 27, 2024**

**AGENDA ITEM 7: PUBLIC HEARING – SMALL-SCALE FUTURE LAND USE AND ZONING MAP AMENDMENTS – CASCARA**

**AGENDA ITEM 8: RECOMMENDATION AMENDING THE FUTURE LAND USE**

**AGENDA ITEM 9: RECOMMENDATION AMENDING THE ZONING MAP**

    INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The Planning Commission will consider and take public comment on a Future Land Use and Zoning Map amendment before making a recommendation to the City Commission.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/24
- . Location Map
- . Binding Site Plan

This is a City initiated request to establish land use and zoning on the following property:

**Cascara Subdivision:**

|   |                                       |
|---|---------------------------------------|
| <b><i>Petitioner:</i></b>                     | City of Auburndale                    |
| <b><i>Location:</i></b>                       | Hwy. 559 and Cascara Lane             |
| <b><i>Current Future Land Use:</i></b>        | Residential Low-1 (RL-1)              |
| <b><i>Proposed Future Land Use:</i></b>       | Low Density Residential               |
| <b><i>Proposed Zoning Classification:</i></b> | Planned Development-Housing 2 (PD-H2) |
| <b><i>Current use:</i></b>                    | Single-Family (+/- 40.07 acres)       |

As a result of voluntary annexation, the City is requesting a Small-Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 40.07 acres. The project was developed in two phases and currently has a Polk County Land Use designation of Residential Low-1 (RL-1). The property is currently developed as 169 single-family houses. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale’s Comprehensive Plan and Land Development Regulations.

As required by the Land Development Regulations this request is accompanied by a binding site plan. The plan shows a front setback of 15’, a side setback of 5’ and a rear setback of 10’.

Following Staff’s presentation of the amendment and public comment, the proposed amendment will be considered by the Planning Commission for a recommendation to the City Commission.

**STAFF RECOMMENDATION:** Recommend approval of the proposed Future Land Use Low Density Residential and Zoning Map amendment of Planned Development-Housing 2 (PD-H2) to the City Commission.

**Planning Commission Meeting  
August 27, 2024**

**AGENDA ITEM 10: PUBLIC HEARING – SMALL-SCALE FUTURE LAND USE AND ZONING MAP AMENDMENTS – LAKE MATTIE PARK**

**AGENDA ITEM 11: RECOMMENDATION AMENDING THE FUTURE LAND USE**

**AGENDA ITEM 12: RECOMMENDATION AMENDING THE ZONING MAP**

    INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The Planning Commission will consider and take public comment on a Future Land Use and Zoning Map amendment before making a recommendation to the City Commission.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/24
- . Location Map

This is a City initiated request to establish land use and zoning on the following property:

**Lake Mattie Park:**

|   |                                      |
|---|--------------------------------------|
| <b><i>Petitioner:</i></b>                     | City of Auburndale                   |
| <b><i>Location:</i></b>                       | Lake Mattie Road and CR 559          |
| <b><i>Current Future Land Use:</i></b>        | Agriculture/Rural Residential (A/RR) |
| <b><i>Proposed Future Land Use:</i></b>       | City, Public Uses, Parks             |
| <b><i>Proposed Zoning Classification:</i></b> | Open Use Agricultural (OUA)          |
| <b><i>Current use:</i></b>                    | Vacant (+/- 26.49 acres)             |

As a result of voluntary annexation, the City is requesting a Small-Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 26.49 acres. The property currently has a Polk County Land Use designation of Agriculture/Rural Residential (A/RR). The proposed Future Land Use of City, Public Uses, Parks and the proposed Open Use Agricultural (OUA) zoning classification is consistent other city established parks such as Lake Myrtle Sports Park. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale’s Comprehensive Plan and Land Development Regulations.

Following Staff’s presentation of the amendment and public comment, the proposed amendment will be considered by the Planning Commission for a recommendation to the City Commission.

**STAFF RECOMMENDATION:** Recommend approval of the proposed Future Land Use City, Public Uses, Parks and Zoning Map amendment of Open Use Agricultural (OUA) to the City Commission.

**Planning Commission Meeting  
August 27, 2024**

**AGENDA ITEM 13: PUBLIC HEARING – SMALL-SCALE FUTURE LAND USE AND ZONING MAP AMENDMENTS – HICKORY ROAD SPRAY FIELD**

**AGENDA ITEM 14: RECOMMENDATION AMENDING THE FUTURE LAND USE**

**AGENDA ITEM 15: RECOMMENDATION AMENDING THE ZONING MAP**

INFORMATION ONLY  
 ACTION REQUESTED

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**ISSUE:** The Planning Commission will consider and take public comment on a Future Land Use and Zoning Map amendment before making a recommendation to the City Commission.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/24
- . Location Map

This is a City initiated request to establish land use and zoning on the following property:

**Spray Fields-Hickory Road:**

|   |                                      |
|---|--------------------------------------|
| <b><i>Petitioner:</i></b>                     | City of Auburndale                   |
| <b><i>Location:</i></b>                       | Hickory Road and Polk County PRKWY.  |
| <b><i>Current Future Land Use:</i></b>        | Agriculture/Rural Residential (A/RR) |
| <b><i>Proposed Future Land Use:</i></b>       | City, Public Uses, Parks             |
| <b><i>Proposed Zoning Classification:</i></b> | Open Use Agriculture (OUA)           |
| <b><i>Current use:</i></b>                    | Vacant (+/- 73.70 acres)             |

As a result of voluntary annexation, the City is requesting a Large-Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 73.70 acres. The proposed use is for a new spray field. Directly adjacent to the site is property owned by Polk County and State of Florida FWC Tenoroc Fish Management Area. The property currently has a Polk County Land Use designation of Agriculture/Rural Residential (A/RR). The requested Future Land Use of City, Public Uses, Parks and the proposed Open Use Agricultural (OUA) zoning classification is consistent with other city established spray fields such as the one fronting I-4 and Braddock Road. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale’s Comprehensive Plan and Land Development Regulations.

Following Staff’s presentation of the amendment and public comment, the proposed amendment will be considered by the Planning Commission for a recommendation to the City Commission.

**STAFF RECOMMENDATION:** Recommend approval of the proposed Future Land Use City, Public Uses, Parks and Zoning Map amendment of Open Use Agriculture (OUA) to the City Commission.

**Planning Commission Meeting  
August 27, 2024**

**AGENDA ITEM 16: PUBLIC HEARING – COMPREHENSIVE PLAN TEXT AMENDMENT – CIP ELEMENT**

**AGENDA ITEM 17: RECOMMENDATION AMENDING THE COMPREHENSIVE PLAN – CIP ELEMENT**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The Planning Commission will take public comment and consider a proposed Comprehensive Plan Text Amendment addressing septic to sewer feasibility before making a recommendation to the City Commission.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/2024
- . Proposed text amendment to the Comprehensive Plan

**ANALYSIS:**

The Florida Legislature, during its 2023 Regular Session, passed House Bill (HB) 1379 relating to pollutant load reductions, which was subsequently signed into law by the Governor. House Bill (HB) 1379 includes provisions requiring local governments to study the feasibility of converting existing septic systems to sanitary sewer and to address the feasibility of such conversions in the Comprehensive Plan.

A Capital Improvement Element of the Comprehensive Plan update is required to show the feasibility of converting septic to sewer for any development of more than 50 residential lots, whether built or unbuilt, with more than one onsite sewage treatment and disposal system per one acre. The CIP element must consider feasibility of providing sanitary sewer services within a 10 year-planning horizon and identify the name and location of the wastewater facility, along with that facility's flow for the next 20 years.

The City, and engineering consultant, have already began the feasibility study. The Comprehensive Plan Text amendment addresses updating outdated Level of Service Standards in the CIP Element. The Text Amendment also provides language requiring all new development to connect to sanitary sewer when available along with requiring all new development to dedicate public sewer collection facilities to the City. A concurrent Land Development Regulation Text Amendment will outline the requirements for connection availability. The Comprehensive Plan CIP Text Amendment shows the completion of the feasibility study for May of 2025 and will be addressed in a new Septic to Sewer Master Plan.

Following Staff's presentation of the amendment and public comment, the proposed text amendment will be considered by the Planning Commission for a recommendation to the City Commission.

**STAFF RECOMMENDATION:** Recommend approval of the proposed Comprehensive Plan Text Amendment for the CIP Element to the City Commission.

**Planning Commission Meeting  
August 27, 2024**

**AGENDA ITEM 18: PUBLIC HEARING – RECOMMENDATION AMENDING ADMINISTRATION AND PROCEDURES MANUAL OF THE LAND DEVELOPMENT REGULATIONS**

**AGENDA ITEM 19: RECOMMENDATION AMENDING ADMINISTRATION AND PROCEDURES MANUAL OF THE LAND DEVELOPMENT REGULATIONS**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The Planning Commission will take public comment and consider a proposed text amendment to the Land Development Regulations before making a recommendation to the City Commission.

**ATTACHMENTS:**

- Notice of Public Hearing – 08/16/2024
- Proposed Text Amending the Land Development Regulations, Administration And Procedures Manual, addressing septic to sewer feasibility.

**ANALYSIS:** City Staff is proposing an amendment to the Land Development Regulations (LDRs) to correspond with the Septic to Sewer CIP Text Amendment to the City’s Comprehensive Plan. The City requires connection to public sewer systems of all development where gravity, and force main(s) are considered available as determined solely by the City. The proposed Land Development Regulation Text Amendment will provide clarification on distance requirements for connection for different size developments.

The proposed Text Amendment language also clarifies if the City is unable to provide public sanitary sewers an Enhanced Nitrogen Septic System shall be required as approved by the Department of Health. In the event that an Enhanced Nitrogen Septic System is permitted in areas where public sanitary sewers are planned for later extension, such systems shall be located in such a manner as to facilitate later connection with the public system.

Following Staff’s presentation of the amendment and public comment, the proposed text amendment will be considered by the Planning Commission for a recommendation to the City Commission.

**STAFF RECOMMENDATION:** Recommend approval of the proposed Land Development Regulation text amendment.