

**Planning Commission Meeting Minutes**  
**March 7, 2023**

Minutes for the Regular Meeting for the Planning Commission of the City of Auburndale, Florida held Tuesday, March 7, 2023, at 4:00 pm in the City Commission Room at City Hall, after having been properly advertised with the following members present – Chairman Perry Price, Commissioners Mike Chevalier, Jody Miller, Jere Stambaugh and Brian Toune. Also, present was Community Development Director Julie Womble, City Planner Jesse Pearson, and Secretary Marsha Johnson. Absent was Commissioner Danny Chandler and Matt Maloney.

Chairman Perry Price declared a quorum and the Meeting was called to order and opened with the pledge to the American Flag.

**Motion** was made by Commissioner Jody Miller and seconded by Commissioner Brian Toune to approve the minutes as written from the January 3, 2023, meeting. Upon vote all ayes.

Community Development Director Julie Womble corrected the agenda cover sheet – minutes meeting date.

Chairman Perry Price closed the Regular Meeting and opened the Public Hearing.

**AGENDA ITEM 1: PUBLIC HEARING** – Future Land Use and Zoning Map Amendment – Yarde

City Planner Jesse Pearson stated 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. Notice of Public Hearing 2-24-23. The City has received a request for a Future Land Use Map Amendment and Zoning Map Amendment on the property:

<b>Owner/Petitioner:</b>	Donishia and Derrick Yarde
<b>Location:</b>	Lawrence Lane and Berkley Road
<b>Current County Future Land Use:</b>	Residential Low-3 (RL-3)
<b>Proposed City Future Land Use:</b>	Low Density Residential
<b>Proposed City Zoning:</b>	Single Family Residential-1 (RS-1)
<b>Current use:</b>	Vacant (+/- 1.69 acres)

As a result of annexation, the City has received a request to amend the City of Auburndale’s Future Land Use on +/- 1.69 acres from Polk County Future Land Use of Residential Low-3 (RL-3) to City of Auburndale Future Land Use of Low Density Residential and establish a zoning classification of Single Family Residential-1 (RS-1). The amendments are consistent with the existing residential development of the surrounding properties. 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. At this time the property was shown on the screen. Staff recommends approval of the proposed Future Land Use and Zoning Map amendment to the City Commission.

Chairman Perry Price asked for Public Comment. There was none.

Chairman Perry Price closed the Public Hearing and reopened the Regular Meeting.

**AGENDA ITEM 2:** Recommendation Amending the Future Land Use Map.

**Motion** was made by Commissioner Brian Toune and seconded by Commissioner Mike Chevalier to approve the recommendation to amend the Future Land Use Map to the City Commission - Yarde Properties.

Upon vote all ayes.

**AGENDA ITEM 3:** Recommendation Amending the Zoning Map

**Motion** was made by Commissioner Mike Chevalier and seconded by Commissioner Jody Miller to approve the recommendation to amend the Zoning Map to the City Commission - Yarde Properties.

Upon vote all ayes.

Chairman Perry Price closed the Regular Meeting and reopened the Public Hearing.

**AGENDA ITEM 4: PUBLIC HEARING** – Recommendation Amending Chapter 4, Definitions, of the Land Development Regulations

Community Development Director Julie Womble stated 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. Notice of Public Hearing 2-24-23. In working with developers and developing the Innovation District, the Land Development Regulations are missing descriptions for uses needed to assist in development decisions. Chapter Four (4) of the LDR's provide terms and definitions to assist with simple interpretation and technical assistance for planning. Due to growth and new development, along with new uses since the LDR was established, definitions are needed for warehousing and distribution, research and development, manufacturing types and mixed-use. These commercial definitions will assist staff and the City in understanding uses and applying LDR criteria. Definitions are recommended based on research conducted from Polk County Land Development Code, Lake Alfred Unified Land Development Code, Winter Haven Unified Land Development Code and the American Planning Association, A Planners Dictionary. All development criteria, specified within the LDR's or Comprehensive Plan, will still dictate permitted or prohibited uses and standards. 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. In the last few years, we have received many questions from developers specifically in the innovation districts. Because of the lack of definitions in our Land Development Regulations it is really difficult to truly understand what some of these requests are and how they will compliment other development in the city. It is important that when we present to the Planning Commission and City Commission, we want to explain the uses for each site correctly. Staff needs direction when it comes to economic growth and developing the innovation district as a whole. We rely on the Central Florida Development Council to give us our standard data. She showed examples of each definition category that will be added to Chapter 4 Definitions. This is not specific to any site or location, just to provide a better understanding of some of the uses, rather than a form or a building dictating what we think.

**Chapter 4 Definitions:**

**Manufacturing, Light:** The production, fabrication, processing, or assembling of materials or substances into goods, merchandise, and equipment. Manufacturing can be from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment and packaging of such products, and incidental storage, sales, and distribution of such products, provided all manufacturing activities are contained entirely within a building and noise, odor, smoke, heat, glare,

and vibration resulting from the manufacturing activity are confined entirely within the building. This term includes but is not limited to a business engaged in the processing, fabrication, assembly, treatment, or packaging of food, textile, leather, wood, paper, chemical, plastic, or metal products, but does not include basic industrial processing from raw materials.

Examples:

- Electric charging equipment and vehicle manufacturer
- Printing manufacturer
- Manufacturer of pumps, valves, plumbing equipment
- Manufacture of medical devices, pharmaceutical
- Noises and smells internal

Commissioner Brian Toune asked who monitors the noise level.

Community Development Director Julie Womble stated Code Enforcement.

**Manufacturing, Medium:** The manufacturing of products from processed or unprocessed raw materials, where the finished product is noncombustible and nonexplosive. This manufacturing may produce noise, vibrations, illumination, or particulate that is perceptible to adjacent land users, but is not offensive or obnoxious beyond its property line. Uses provided in the definition of light manufacturing apply. Outdoor storage is permitted in zoning districts that allow for outdoor storage.

Examples:

- Light Manufacturing uses included
- Glass product manufacturing
- Food and beverage manufacturing
- Products made from rubber, plastic, cardboard products
- Fabricated metal products

**Manufacturing, Heavy:** An establishment engaged in large volumes of manufacturing, assembly, fabrication, packaging, or other industrial processing of products primarily from extracted or raw materials or the bulk storage and handling of such products and materials, or an industrial establishment having potential to produce noise, dust, glare, odors or vibration beyond its property line. Outdoor storage is permitted in zoning districts that allow for outdoor storage.

Examples:

- Concrete manufacturing
- Chemical manufacturing
- Fuel, fertilization and gas manufacturing
- Wood or lumber processing
- Shipbuilding or steel production

**Mixed-Use Development:** The development with two or more different uses such as but not limited to residential, office, retail, public, or entertainment, in a compact urban form. Mixed-use planned projects are mutually supporting, including uninterrupted pedestrian connections and roadway connections.

- Two or more uses - mutually supporting
- Residential and Office/Retail
- Retail and Entertainment
- Research & Development/Manufacturing and Multi Family

**Research and Development:** A use engaged in research and development, testing, assembly, repair, and manufacturing in the following industries: biotechnology, pharmaceuticals, medical instrumentation or supplies, communications and information technology, electronics and instrumentation, computer hardware and software, high-technology industry, product testing, or scientific products or commodities for sale or laboratories conducting educational or medical research or testing. Office and wholesaling of the finished products produced at the site are allowed as part of this use. Warehousing and distribution are secondary to the primary function of this use.

Examples:

- Water supply and irrigation systems
- Energy, fuel testing, fiber optics, solar
- Electronic computer testing and manufacturing
- Information technology, software publisher
- Independent writers, graphic design, telecom
- Training, artists, entrepreneurs, engineering

**Warehouse:** A use engaged in storage and wholesale of manufactured products, supplies, equipment, merchandise, and other articles. Facilities characterized by extensive warehousing frequent heavy trucking activity, possible open storage of material, or nuisances such as dust, noise, and odors. Facilities could be a mix of warehouse or distribution functions and manufacturing or production. Outdoor storage or distribution of goods is only permitted in zoning districts that allow for outdoor storage.

Examples:

- Storage, wholesale of products
- Frequent heavy truck traffic
- Could be a mix of warehouse and distribution or manufacturing or production

**Distribution Center:** A use where goods are received and shipped for delivery to the end customer at remote locations as part of a distribution system with heavy truck activity. Used for receipt, shipping, temporary storage, redistribution of goods, wares, merchandise, equipment, manufactured goods, logistics, wholesale products, retail products, and similar types of materials or finished products and commercial or industrial products or equipment of any type or nature. Outdoor storage or distribution of goods is only permitted in zoning districts that allow for outdoor storage.

Examples:

- Goods are received and shipped
- Frequent heavy truck traffic

- Logistics, commercial products, manufactured goods, retail products,
- Could be pared with manufacturing, research and development and warehouse

Staff recommends approval of the proposed Land Development Regulation text amendment. To the City Commission.

Chairman Perry Price asked for Public Comment. There was none.

Chairman Perry Price closed the Public Hearing and reopened the Regular Meeting.

**AGENDA ITEM 5: PUBLIC HEARING** – Recommendation Amending Chapter 4, Definitions, of the Land Development Regulations

**Motion** was made by Commissioner Mike Chevalier and seconded by Commissioner Brian Toune to approve amending Chapter 4, Definitions, of the Land Development Regulations.

Commissioner Jody Miller asked for an example of each of the new Chapter 4 Definitions currently in Auburndale.

Community Development Director Julie Womble gave examples.

Manufacturing Light - Insa

Manufacturing Medium - Coke

Manufacturing Heavy – Osprey/Duke

Mixed Use Development – Wal-Mart

Research & Development - SunTrax

Warehouse -

Distribution – Medline

Commissioner Brian Toune asked to be excused.

Community Development Director Julie Womble stated she had worked on 8 revisions to come to the definitions you see here.

Chairman Perry Price asked if she felt she had what she needed.

Community Development Director Julie Womble stated she did, we can update as needed.


Chairman Perry Price asked about the manufacturing or storing of poisons.

Community Development Director Julie Womble stated they would consult the Florida Building Code.

Upon vote all ayes.

Chairman Perry Price stated the meeting was adjourned at 4:34 p.m.

I HEREBY CERTIFY that the foregoing minutes are true and correct.

  
Marsha Johnson, Secretary