

# CITY OF POLK CITY

123 Broadway Blvd SE  
Polk City, Florida 33868  
Telephone: (863) 984-1375  
Fax: (863) 984-2334

## CITY OF POLK CITY LOCAL PLANNING COMMISSION MEETING

October 21, 2008

Polk City Government Center

7:00 P.M.

### MINUTES

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Chairwoman Wanda Fred called the meeting to order at 7:00 p.m...

The Pledge of Allegiance was led by Chairwoman Fred.

Present: Chairwoman Wanda Fred, Vice Chairman Ted Borsjé, Member Michael Hoshing, Member Robert Bersey, and Alternate Member Joe LaCascia. Absent: Member Robert Nuss – excused absence and Ex-Officio Member Juli McShay.

Chairwoman Wand Fred turned the meeting over to Gene Kniffin, City Planner.

### ORDER OF BUSINESS

#### Public Hearing

**Proposed Ordinance of the City of Polk City, Florida, amending the Capital Improvements Element of the Comprehensive Plan, said amendment being known as “Amendment #08-02-CIE; specifically amending the adopted capital improvements element and updating the 5-year Capital Improvements Plan; providing for severability; and providing for an effective date.**

City Planner Gene Kniffin introduced Shannon, who is with the Central Florida Regional Planning Council. Shannon went over the Capital Improvement Element and the Five-Year Capital Improvement Plan with the Commission. She advised this has to be adopted by December 1, 2008.

City Planner Gene Kniffin advised Chairwoman Wanda Fred that if someone would like to speak regarding this, they should be invited to speak. At this time Chairwoman Fred asked if anyone from the audience would like to address the Commission; she asked they state their name and address for the record. There were no questions or comments from the audience.

Member Michael Hoshing expressed the desire to receive information sooner for review; Member Robert Bersey advised they are supposed to get information in a week in advance. City Planner Gene Kniffin explained that there are times when that is not possible; he also advised the public will have other chances for input. Someone asked what the population of Polk City was and the City Planner responded about 1,900.

A motion was made by Member Robert Bersey to accept and take to Council the annual Comprehensive Plan update and the Capital Improvement Schedule. The motion was seconded by Chairwoman Wanda Fred.

Roll Call: Chairwoman Wanda Fred-aye, Vice Chairman Ted Borsjé-aye, Member Michael Hoshing-aye, Member Robert Bersey-aye, Alternate Member Joe LaCascia-aye.

5-ayes  
0-nays

At this time Shannon, from Central Florida Regional Planning Council, advised if anyone wanted to receive information from the State, to please sign the request form before leaving.

### **New Business**

#### **Approval of Minutes May 20, 2008, July 15, 2008, September 16, 2008**

A motion was made by Member Robert Bersey to accept the minutes for May 20, 2008, July 15, 2008 and September 16, 2008. The motion was seconded by Member Ted Borsjé.

Roll Call:

Chairwoman Wanda Fred-aye, Vice Chairman Ted Borsjé-aye, Member Michael Hoshing-aye, Member Robert Bersey-aye, Alternate Member Joe LaCascia-aye advised could not vote as he was not at those meetings.

4-ayes  
0-nays  
1-abstained

#### **Site Development Plan Review—Beauty Shop at 632 Commonwealth Avenue**

City Planner Gene Kniffin went over the Site Development Plan Review for the Beauty Shop at 632 Commonwealth Avenue. He advised staff recommended approval subject to the following conditions:

- The nonconforming structure shall not have another use change in the future. Any change in use shall cause the site to be brought into conformity by the removal of the nonconforming structure. NOTE: As long as the structures use is for this use or real estate office it may remain.
- No addition to the structure shall be permitted. NOTE: none permitted the shed (lean-to) in front of structure shall be removed within 10 days of this date.
- Property shall be kept in good repair.
- Skirting shall be kept in good repair.
- Landscaping shall be added to the front of structure and growth and health of the plantings shall be promoted.
- No other signage shall be permitted other than the existing pole sign.

Discussion took place among the Commission regarding an awning, nonconforming buildings (have to be deteriorated by 51%), additions, use of mobile home, better to have a business rather than building set vacant, exploring possible opportunities, and how the city and businesses can benefit, traffic issues and

parking issues (if any). City Planner Gene Kniffin also advised that because the beauty shop would create higher water consumption, an application was made to the Health Department and the Health Department has approved the existing septic tank to be used.

A motion was made by Vice Chairman Ted Borsjé to approve the Site Development Plan for the Beauty Shop at 632 Commonwealth Avenue with the conditions stated by Gene Kniffin. The motion was seconded by Robert Bersey.

Roll Call: Chairwoman Wanda Fred-aye, Vice Chairman Ted Borsjé-aye, Member Michael Hoshing-aye, Member Robert Bersey-aye, Alternate Member Joe LaCascia-aye.

5-ayes

0-nays

At this time the City Planner informed the Commission that the bait shop has been sold. The new owner has a knife business, and the deadline for him to be out of his existing building is getting closer. He has a preliminary plan on the structure but not the entire site plan. He asked the Commission if they would consider calling a special meeting to handle this particular case if he submitted before the next meeting. It was the consensus of the Commission they would.

A motion was made by Robert Bersey and seconded by Chairwoman Wanda Fred to adjourn the meeting.

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Chairwoman Wanda Fred

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Assistant to the City Clerk Patricia Jackson