

# POLK CITY PLANNING COMMISSION MINUTES

MARCH 19, 2013

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The meeting was called to order by Member Warren MacKenzie

Those present recited the Pledge of Allegiance.

## **ROLL CALL -- Linda Walker**

Present: Member Warren MacKenzie, Member David Prins, Member Michael Ho-Shing, City Planner Kathy Delp

Absent: Member Charles Wilson, Member William Stefanski and City Manager Jackson

A quorum was established.

## **Public Hearing**

**Proposed Text Amendment to the Unified Land Development Code – to add Family Cemetery to the uses allowed by the Code described as follows: A text amendment to the Unified Land Development Code of the City of Polk City, Florida; specifically, to change the text of applicable sections including Table 4- Uses for Each Zoning District in Article 2 Regulations for Specific Districts to add the use of Family Cemetery as a use in the AG-1 Zoning District, amend Table 28 – Use Table for Green Swamp ACSC to add the use of Family Cemetery, amend Section 3.08.04 – Uses Requiring a Site Development Plan in the Green Swamp ACSC to add Family Cemetery design requirements, and to amend Article 9 – Definitions to add Family Cemetery.**

Jennifer Codo-Salisbury, with Central Florida Regional Planning Council, distributed a 19-page report on the proposed amendment to the Polk City Unified Land Development Code, and asked the Planning Commission to follow along as she discussed the report.

Member Ho-Shing asked if we are looking at the larger issue when referring to a Family Cemetery; are we cognizant of potential owners moving into the City in the future. Kathy Delp (City Planner) advised the D.E.O. designates that each tract of land is required to be 10 acres; no burial plot or structure intended for interment may be located on wetlands or within a 100-year floodplain. Kathy also advised ingress and egress must be demonstrated to allow visitation. Article #3 states that the setback for a cemetery shall be a minimum of twenty-five (25) feet from all property lines, and can be no more than two (2) acres in size.

Member Michael Ho-Shing made a motion to accept the application with the condition that tree preservation of site plan is adhered to; the motion was seconded by Member Prins.

Roll Call: Member Prins-aye, Member MacKenzie-aye, Member Ho-Shing-aye

Ayes-3

Nays-0

The motion carried.

**New Business**

**Review Amendments to Article 1 – General Provisions of the Polk City Land Development Code**

Jennifer Code-Salisbury distributed a notebook with a draft of the Unified Land Development Code to the Planning Commission, and went through Article 1, General Provisions. Each month a different section will be discussed and paperwork given to the Commission to place in their notebooks.

The next meeting will be Tuesday, April 16, 2013 at 6:00 p.m.

The meeting adjourned.

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Patricia R. Jackson, City Clerk

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Warren MacKenzie, Vice Chair