



PLANNING AND ZONING BOARD MEETING MINUTES

May 21, 2026, at 5:30 PM

COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838

Phone: 863-438-8330 | www.TownofDundee.com

CALL TO ORDER led by Chair Michelle Thompson at 5:30 P.M.

PLEDGE OF ALLEGIANCE led by Vice-Chair David Joubert

ROLL CALL given by Deputy Town Clerk Melissa Glogowski

PRESENT

Donald Barclay
David Joubert
Virginia Shuff-Dowd
Michelle Thompson

ABSENT

Drecextel Robinson

Public Works Director, John Vice stated that he had talked to Drecextel and that he was running late, but on the way.

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

(Each speaker shall be limited to three (3) minutes)

Board Chair Thompson opened the floor for public comments, being none, the floor was closed.

APPROVAL OF MINUTES

1. April 16, 2026

Motion to approve the minutes of the February 19, 2026, Planning & Zoning meeting, made by Vice-Chair Joubert.

Motion Seconded by Member Barclay.

Voting in favor: Barclay, Joubert, Schuff-Dowd, Thompson

The motion passed unanimously

NEW BUSINESS

Deputy Town Clerk Glogowski introduced new board members Donaldson Barclay and Virginia Shuff-Dowd, whose appointments were approved at the April 21, 2026, Town Commission meeting. Both board members briefly introduced themselves and shared their backgrounds with the board and those present.

2. DISCUSSION AND ACTION, ORDINANCE 26-06, AN APPLICANT-INITIATED FUTURE LAND USE MAP AMENDMENT FOR ESTES GROVE SUBDIVISION

Board Chair Thompson opened the floor for public comments,

Gary Peck and James Rousey questioned the wells and traffic issues and if they are able to come back and increase the number of homes. Reenie Heath stated that they were requesting the changes to make it more conducive with the properties around them, and that they would not be coming back to request an increase.

seeing as there was no more comments, the floor was closed.

*Motion for the Planning & Zoning board I move the Planning and Zoning Board recommend **approval of Ordinance 26-06** to Town Commission, a request by Heather Wertz of Absolute Engineering, Inc. to amend the Future Land Use Map for property located in the Town of Dundee from Multi-Use Village Center (MU-VC) to Low Density Residential (LDR) on portions of 638.76 +/- acres. The subject property is located on the east and west sides of Lake Mabel Loop Road, and on the north and south sides of Canal Road, in Sections 36,01, and 02 Townships 28 and 29, Range 27, further described as parcels: 272836-000000-040000, 272901-000000-013000, 272902-000000-011010, and 272902-000000-011040, was made by Chair Thompson.*

Motion Seconded by Board Member Shuff-Dowd.

Voting in favor: Barclay, Joubert, Schuff-Dowd, Thompson

The motion passed unanimously

3. DISCUSSION AND ACTION, ORDINANCE 26-09 - AN APPLICANT-INITIATED MAJOR PUD AMENDMENT TO ORDINANCE 15-05 FOR ESTES GROVE SUBDIVISION.

Board Chair Thompson opened the floor for public comments,

Gary Peck and James Rousey questioned the buffers between the properties. Valerie Kane questioned when this would start.

seeing as there was no more comments, the floor was closed

*Motion for the Planning and Zoning Board recommend **approval of Ordinance 26-09** to the Town Commission, a Major Amendment to PUD-MU 15-05, for Estes Grove Subdivision, a request by Heather Wertz of Absolute Engineering, Inc., amending the Master Development Plan, special conditions, adding parcels 272835-000000-023010 and 272901-000000-012000, moving the 15 acre school site and the 5 acre public use site from the eastside of Lake Mabel Loop Road to the westside of Lake Mabel Loop Road, adding project phasing, reducing the overall project density, redefining the lot layout and lot sizes per original PUD conditions, changes to the external access points, and adding the Welsh Road extension right-of-way dedication., was made by Chair Thompson.*

Motion Seconded by Vice-Chair Joubert.

Voting in favor: Barclay, Joubert, Shuff-Dowd, Thompson

The motion passed unanimously

4. DISCUSSION AND ACTION, ORDINANCE 26-07 – TOWN INITIATED TEXT AMENDMENT TO SECTION 3.06.07 OF THE LAND DEVELOPMENT CODE.

Board Chair Thompson opened the floor for public comments,

Gary Peck requested additional information.

seeing as there were no other comments, the floor was closed.

*Motion for the Planning and Zoning Board recommend **adoption** to the Town of Dundee, Town Commission for the proposed Town – Initiated request for a Land Development Code Text Amendment to section 3.06.07-Underground Seepage Systems, was made by Chair Thompson.*

Motion Seconded by Board Member Barclay.

Voting in favor: Barclay, Joubert, Shuff-Dowd, Thompson

The motion passed unanimously

REPORTS FROM OFFICERS

Planning Department Comments- There are workshops on the first day of the APA conference in the September, that has classes for P&Z Board members that would be beneficial and that they should plan on attending if possible. Will look up the dates and let them know at the next meeting.

Town Administration Comments – Shirt prices for board members were requested at a previous meeting, polo shirts with logo would be \$21.00 per person.

Board Member Comments – None

Chairperson’s Comments – None

ADJOURNMENT at 7:03 PM

Respectfully submitted,

Melissa Glogowski

Melissa Glogowski, Deputy Town Clerk

APPROVAL DATE:

PUBLIC NOTICE: Please be advised that if you desire to appeal any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases, a verbatim record is required. You must make your own arrangements to produce this record. (Florida statute 286.0105)

If you are a person with disability who needs any accommodations in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the town clerk’s office at 202 east main street, Dundee, Florida 33838 or phone (863) 438-8330 within 2 working days of your receipt of this meeting notification; if you are hearing or voice impaired, call 1-800-955-8771.