


Town of Dundee

Planning and Zoning Board Staff Report

706 Citrus Avenue-Town Initiated Future Land Use Map Amendment

	To: Planning and Zoning Board
	Agenda Date: April 16, 2026
	Department: Planning and Zoning
	Discussion Topic: Future Land Use Map Amendment change from Commercial/Industrial Corridor to Medium Density Residential
	Applicant: Town of Dundee
	Property Owner: Garrison Joseph L Revocable Trust Agreement
	Planning & Zoning Board Recommendation: Pending Hearing
	Town Commission Transmittal Hearing: Pending Hearing
Town Commission Adoption Hearing: Pending Hearing	
DEO Comments: Pending	
Prepared By: Lorraine Peterson, Development Director	
	

SITE LOCATION

The proposed site is located on 1.57 +/- acres of land, east of Highway 27, north of Dundee Road, and on the north side of Citrus Avenue, in the Town of Dundee in Section 29, Township 28, Range 27, further described as parcel 27-28-29-848000-000060.

BACKGROUND

The Applicant, The Town of Dundee is requesting an amendment/correction to the Future Land Use Map for property located in the Town of Dundee. The current FLU is Commercial/Industrial Corridor with the proposed FLU being Medium Density Residential (MDR) as it would be consistent with the Town of Dundee’s Comprehensive Plan, Land Development Code and compatible with the surrounding land uses.

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PROPOSED FUTURE LAND USE MAP AMENDMENT

Policy 2.4: Medium Density Residential

The primary function of the Medium Density Residential classification is to accommodate medium density residential development. Permitted uses include duplexes, townhouses, apartments, condominiums, mobile home parks or subdivisions, and single-family houses. The maximum density is 12.0 residential dwelling units per acre.

**Table 1:
Density/Intensity Information**

	Existing FLU: Commercial/Industrial Corridor (1.57 +/- acres)	Proposed FLU: MDR (1.57 +/- acres)
Density/Intensity	Commercial Industrial Corridor 9.99 DU/acre	Medium Density Residential: 12.0 DU/acre
Density Potential	9.99 DU	12.0 DU
Difference	Increase of 1.99 DU	

ANALYSIS

This section of the staff report includes data on the surrounding uses, infrastructure conditions, environmental conditions, and related Comprehensive Plan policies and Land Development Code regulations.

2.02.02.05. RTF Two-Family Residential.

(A) *FLUM designation:* Medium-density residential or downtown transitional.

(B) *Purpose:* The purpose of the RTF two-family residential zoning district shall be to locate and establish areas within the Town of Dundee which are deemed to be suited for the development and maintenance of medium-density residential living of an urban character; to designate those uses and services appropriate and proper for location and development within said zoning district; and to establish such development standards and provisions as are appropriate to ensure proper development in a medium-density residential environment. It is intended that the maximum residential density within any portion of the district shall be nine dwelling units per net acre of land.

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- (C) *Permitted principal uses and structures:* The following principal uses and structures are permitted:
- (1) Citrus grove, crop raising, horticulture, including noncommercial greenhouses (but excluding the care and handling of animals and/or fowl); and including a residence occupied only by the owner or tenant and his immediate family;
 - (2) Park or playground, or other recreational or cultural facility (public);
 - (3) Public administrative or safety facility, including a police or fire station;
 - (4) School (public), kindergarten and grades 1 through 12;
 - (5) Single-family dwelling;
 - (6) Two-family dwelling.
- (D) *Accessory uses:* As set forth in section 2.01.02.
- (E) *Special exception uses:* The following uses may be permitted only following the review and specific approval as set forth in section 7.05.00:
- (1) Church or other place of worship, including related educational and training facilities;
 - (2) College or technical school;
 - (3) Day care center;
 - (4) Golf course (not including miniature golf course) and country club;
 - (5) Public utility or maintenance facility, including water pumping plant and/or storage tank, reservoir, electrical transmission lines and substations;
 - (6) Recreational facility (private or nonprofit);
 - (7) School (private or parochial) offering a curriculum substantially equivalent to that of a public school, with comparable grades and meeting the requirements of the state board of education;
 - (8) Townhouse, subject to special provisions of section 3.07.00.
- (F) *Minimum lot requirements:*
- (1) *Single-family dwelling:* 6,000 square feet and width of 50 feet;
 - (2) *Townhouse dwelling complex:* 43,560 square feet;
 - (3) *Two-family dwelling:* 9,000 square feet and width of 75 feet;

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- (4) *All other use:* 12,000 square feet and width of 100 feet.
- (G) *Maximum building coverage:* 35 percent, unless otherwise provided by this ordinance.
- (H) *Maximum building height:* 35 feet.
- (I) *Minimum floor area:*
 - (1) *Single-family dwelling:* See table of development standards.
 - (2) *Townhouse dwelling:* See table of development standards.
 - (3) *Two-family dwelling:* See table of development standards.
- (J) *Minimum yard requirements:*
 - (1) *Front yard:* 25 feet, unless otherwise provided by this ordinance.
 - (2) *Side yard:*
 - a. *Two-family dwelling:* Nine feet;
 - b. *All other uses:* Seven feet, unless otherwise provided by this ordinance.
 - (3) *Rear yard:* 25 feet, unless otherwise provided by this ordinance.
 - (4) *Buffering:* Where applicable, buffering shall be provided in accordance with the provisions of section 2.03.00.
- (K) *Other requirements:*
 - Off-street parking and service requirements:* As set forth in section 3.03.00.

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Surrounding Uses

Table 1 lists the Future Land Uses (FLU) for the surrounding areas adjacent to the subject site.

Table 1: Surrounding Uses

Northwest Dundee Retail FLU-Commercial/Industrial Corridor Zoning- Highway Commercial	North Dundee Vacant Land FLU-Commercial/Industrial Corridor & MDR Zoning-CH &AL	Northeast Dundee Vacant Land FLU-MDR Zoning-AL
West Dundee Retail FLU-Commercial/Industrial Corridor Zoning-Highway Commercial	Subject Site Vacant Farmland Current FLU- Commercial/Industrial Corridor Current Zoning- RTF Proposed FLU-MDR Proposed Zoning-RTF	East Dundee Residential FLU-MDR Zoning-RTF
Southwest Dundee Residential FLU-MDR Zoning-RTF	South Dundee Residential FLUM-MDR Zoning-RTF	Southeast Dundee Residential FLU-MDR Zoning-RTF

Sources: Polk County Property Appraiser, Polk County Geographical Information System, and site visit by staff

Potable Water and Sanitary Sewer

Potable water and Sanitary sewer lines are not yet located in the area. An interlocal agreement with the city of Winter Haven for potable water and wastewater has been agreed upon, the agreement can be found as an attachment in this staff report.

Solid Waste

Dundee transfers solid waste collected in the Town to the Polk County Landfill. As the operators of the landfill, the County plans for capacity for all municipalities in the county, as well as unincorporated areas. Polk County determined that there is sufficient landfill space for the

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county, including Dundee, to dispose of household garbage for approximately 65 years.

Roads

The proposed project is infill and driveways and roads are already established.

Recreation

The Town currently meets the level of service requirement of 4.5 acres per 1,000 residents as established in the Comprehensive Plan. The applicant will be required to provide recreational opportunities per the Land Development Code. The dedication of land for park and recreation services is 0.0116 acres/dwelling unit. The Town Commission may approve a dedication of land, a fee paid in lieu of dedication, or a combination of the two. The Town Commission makes this determination at time of concept plan.

Environmental Impacts

According to the Fish and Wildlife Service (FWS), the sand skink (endangered species) is endemic to the sandy ridges of central Florida, occurring in Highlands, Lake, Marion, Orange, Osceola, Polk, and Putnam counties. The proposed site is in an area identified as potential habitat for the Gopher Turtles, Sand Skinks and threatened species, if the proposed project continues through to site development plan or subdivision review approval stages, specific environmental studies will be completed, and requirements will be addressed.

School Impacts

A binding school concurrency determination letter dated February 06, 2026 was received by the Town. The letter states there is available capacity at the zoned elementary and middle schools and capacity for high school at an adjacent zone school. School concurrency letters are valid for 18 months.

CONSISTENCY WITH THE COMPREHENSIVE PLAN

The following Town of Dundee Comprehensive Plan policies are relevant to the proposed request. The policy is provided with an analysis of how the request may or may not be consistent with the Town's Comprehensive Plan. The request is consistent with the Comprehensive Plan.

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Table 2: Consistency with the Comprehensive Plan

Comprehensive Plan Policy	Analysis
<p>FLU Policy 5.1: Direct higher densities and intensity of use to areas where public facilities and services are available or are projected to be available. Limit the density and intensity of use in areas where public facilities and services are not available.</p>	<p>This is infill and there was a structure on this property at a prior date, so public facilities and services are available.</p>
<p>FLU Policy 5.2: Ensure that development orders or permits for future development and redevelopment are issued only if the public facilities and services necessary to meet the adopted level of service standards are available concurrent with the impacts of the development as established within all Elements of the Town of Dundee Comprehensive Plan, including the level of service standards listed within the following Elements:</p> <ol style="list-style-type: none"> 1. Infrastructure Element 2. Transportation Element 3. Capital Improvements Element 4. Public School Facilities Element 	<p>The proposed impacts of the potential Future Land Use map amendment can be facilitated.</p>
<p>FLU Policy 6.1: Locate Future Land Uses at densities and intensities that will reduce greenhouse gas emissions while encouraging energy efficiency and will discourage urban sprawl and leap-frog development that unduly depletes the physical, social, and fiscal resources of the Town.</p>	<p>The property is located within an existing residential development. This is considered infill.</p>
<p>CIE Policy 2.3: At the time a development permit is issued, adequate facility capacity is available or will be available when needed to serve the development.</p>	<p>Adequate public facilities will be available at the time of final approval.</p>

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<p>PSFE Policy 2.4.1: Final subdivision and site plan approvals for residential development shall be conditioned upon the availability of adequate school capacity as per the adopted level of service standards (LOS) of this element and as required by Section 163.3180(13) F.S.</p>	<p>The School Board will review any proposed projects for concurrency determination during the subdivision review process.</p>
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DEVELOPMENT REVIEW COMMITTEE

As required by Section 7.02.03.01 (c) of the LDC, DRC members have reviewed the Future Land Use Map Amendment for Hunter Engineering, LLC with specific regard to the codes and ordinances of the Town of Dundee and have given their approval.

DRC Team:

- TOD Fire Chief- Chief Joseph Carbon
- TOD Public Works Director-Johnathan Vice
- TOD Utilities Director-Tracy Mercer
- TOD Utilities Supervisor- Raymond Morales
- TOD Development Director-Lorraine Peterson
- TOD Consulting Engineering Firm- Rayl Engineering and Surveying, LLC
- TOD Consulting Attorney- The Law Offices of Markeishia L. Smith, P.A.

MOTION OPTIONS:

1. I move **approval of Ordinance 26-05**, a request by the Town of Dundee to amend the Future Land Use Map for property located in the Town of Dundee from Commercial Industrial Corridor to Medium Density Residential (MDR) on approximately 1.57 +/- acres. The subject property is located east of Highway 27, north of Dundee Road, and on the north side of Citrus Avenue, in the Town of Dundee in Section 29, Township 28, Range 27, further described as parcel 27-28-29-848000-000060.

2. I move **approval with changes of Ordinance 26-05**, a request by the Town of Dundee to amend the Future Land Use Map for property located in the Town of Dundee from Commercial Industrial Corridor to Medium Density Residential (MDR) on approximately 1.57 +/- acres. The subject property is located east of Highway 27, north of Dundee

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Road, and on the north side of Citrus Avenue, in the Town of Dundee in Section 29,
Township 28, Range 27, further described as parcel 27-28-29-848000-000060.

3. I move **denial of Ordinance 26-05**, a request by the Town of Dundee to amend the Future Land Use Map for property located in the Town of Dundee from Commercial Industrial Corridor to Medium Density Residential (MDR) on approximately 1.57 +/- acres. The subject property is located east of Highway 27, north of Dundee Road, and on the north side of Citrus Avenue, in the Town of Dundee in Section 29, Township 28, Range 27, further described as parcel 27-28-29-848000-000060.

Attachments: Legal Descriptions

Location Map

Aerial Map

Existing Future Land Use Map

Proposed Future Land Use Map

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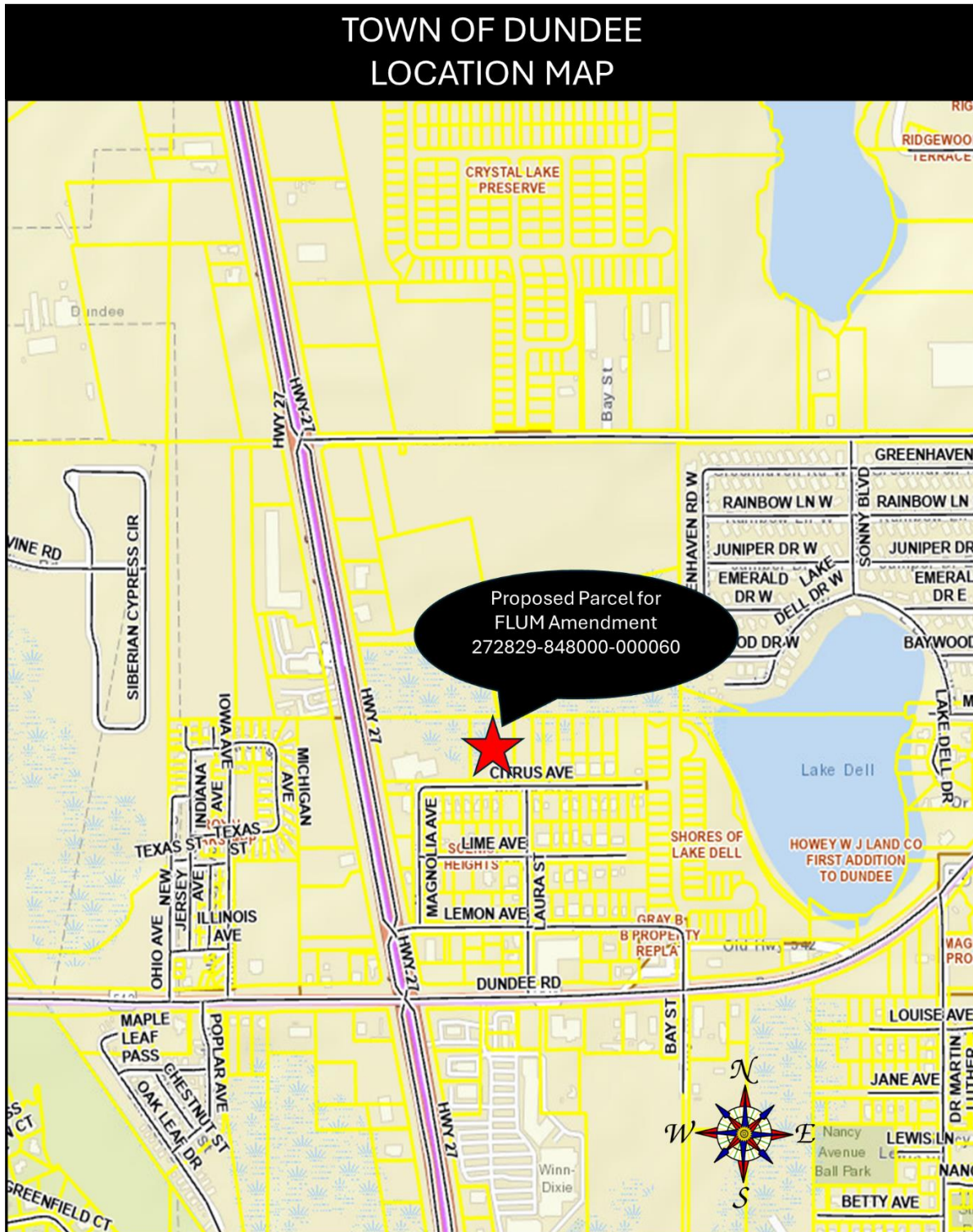
GARRISON PROPERTY
LEGAL DESCRIPTION
706 CITRUS AVENUE

PER OR BK 12649, PAGE 1413

THE WEST ½ OF LOT 6 AND ALL OF LOT 7, SCENIC HEIGHTS ACCORDING TO THE MAP OR PLAT THEREOF,
AS RECORDED IN PLAT BOOK 22, PAGES 21, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Legal Description

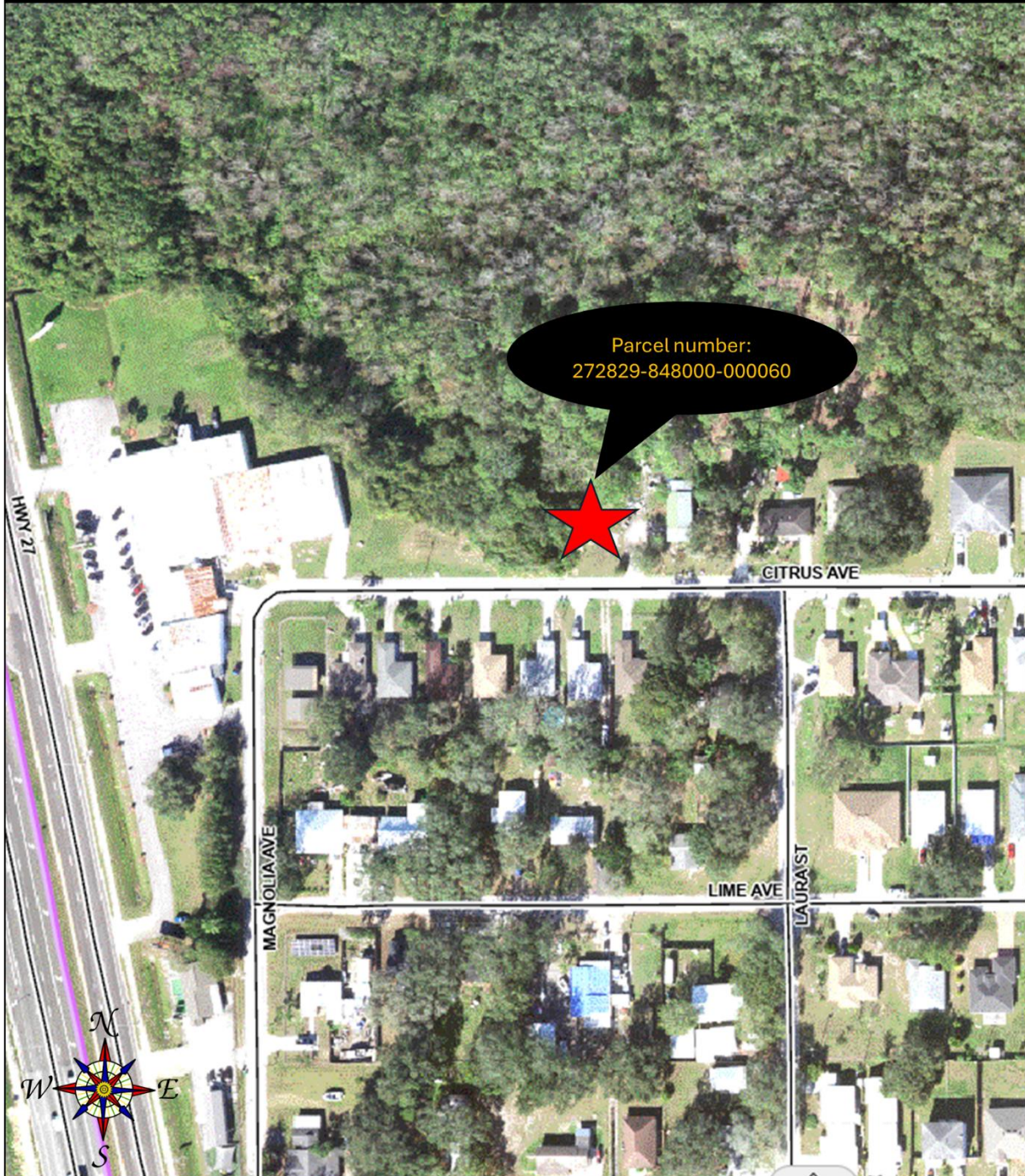
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Location Map

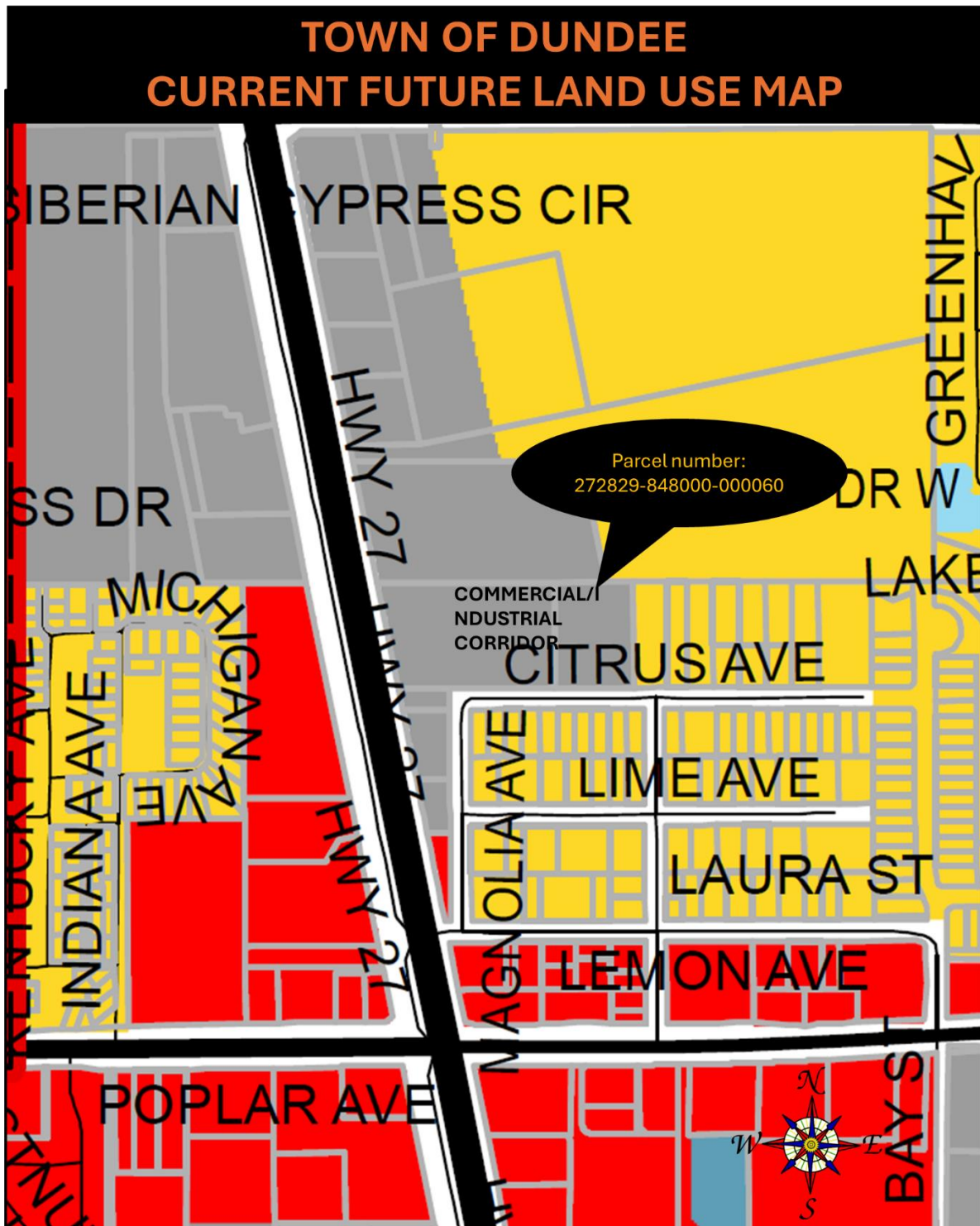
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TOWN OF DUNDEE
AERIAL MAP



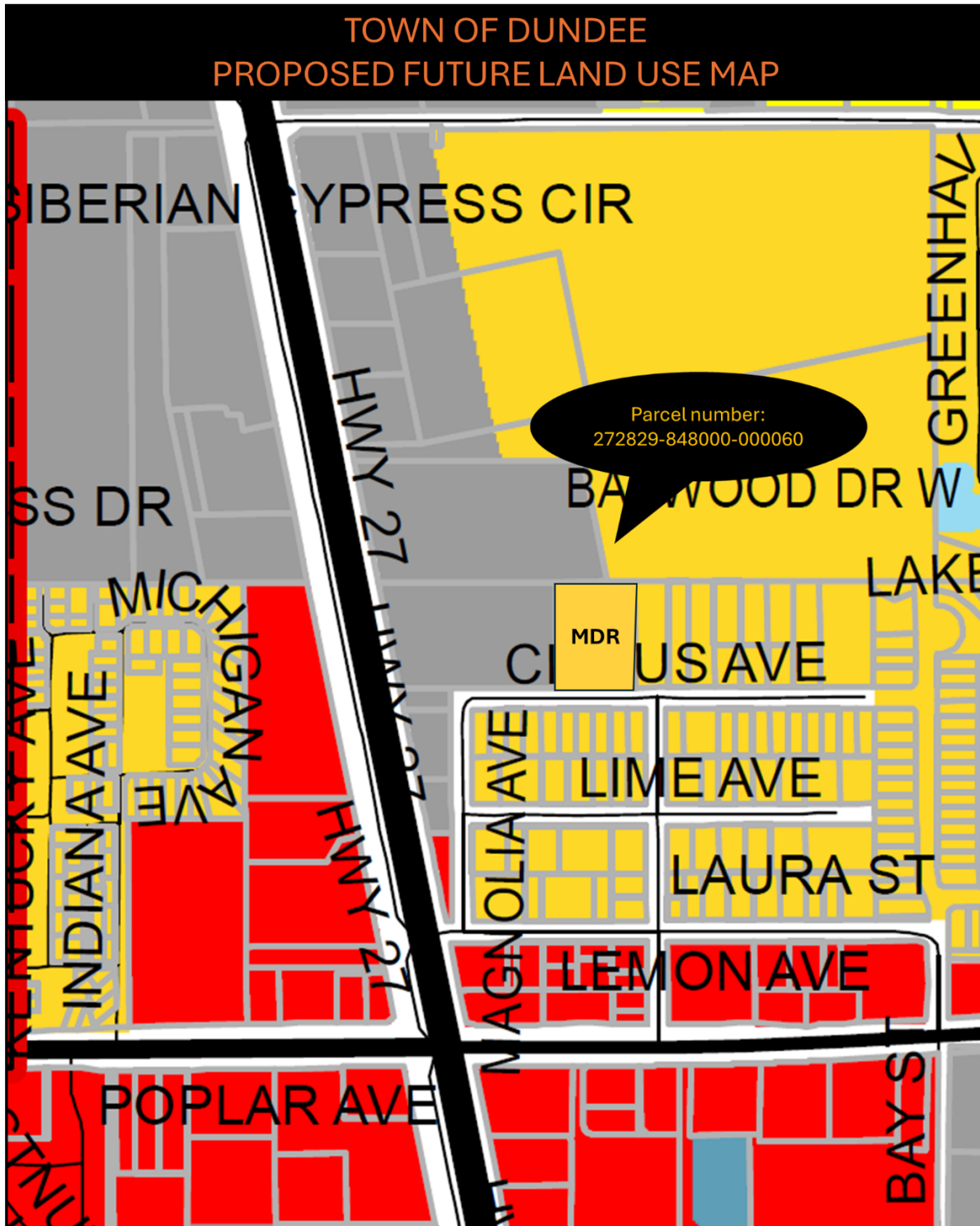
Aerial Map Context

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Existing FLUM Map

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Proposed Future Land Use Map