



**CITY OF OKEECHOBEE, FLORIDA
PLANNING BOARD
MAY 16, 2024**

DRAFT SUMMARY OF BOARD ACTION

I. CALL TO ORDER

In the absence of the Chairperson and Vice Chairperson, Secretary Burnette called the May 16, 2024, regular meeting of the Planning Board for the City of Okeechobee to order at 6:05 P.M. and instructed those present to appoint a Chairperson Pro-Tempore to preside over the meeting. By consensus of the Board, Member Berlin was appointed. The Pledge of Allegiance was led by Chairperson Pro-Tempore Berlin.

II. ATTENDANCE

Roll was taken by Board Secretary Patty Burnette. Board Members Phil Baughman, Carl Berlin, Jr. (serving as Chairperson Pro-Tempore), Mac Jonassaint, Jim Shaw and Alternate Board Member Jon Folbrecht were present. Chairperson Dawn Hoover, Vice Chairperson Doug McCoy, Board Member Karyne Brass and Alternate Board Member James Dean Murray were absent. Chairperson Pro-Tempore Berlin moved Alternate Board Member Folbrecht to voting position.

III. AGENDA

- A. There were no items added, deferred, or withdrawn from the agenda.
- B. Motion by Member Baughman, seconded by Member Jonassaint to approve the agenda as published. **Motion Carried Unanimously.**
- C. There were no comment cards submitted for public participation.

IV. MINUTES

- A. Motion by Member Folbrecht, seconded by Member Shaw to dispense with the reading and approve the April 18, 2024, Regular Meeting minutes. **Motion Carried Unanimously.**

V. CHAIRPERSON PRO-TEMPORE BERLIN OPENED THE PUBLIC HEARING AT 6:08 P.M.

- A. Abandonment of Right-of-Way (ROW) Petition No. 24-001-SC, requests to vacate the portion of Northwest (NW) 5th Avenue between NW 9th Street and the Seaboard Coast Line Railroad, CITY OF OKEECHOBEE, Plat Books 1 and 5, Pages 10 and 5, Public Records of Okeechobee County, Florida.
 - 1. City Planning Consultant Ben Smith with Morris-Depew Associates, Inc. (attending via Phone), briefly reviewed the Planning Staff Report recommending approval based on the following conditions; Applicant shall submit an access easement for review by the City Attorney that provides access to CSX Corp and Seaboard Coast Line Railroad, and the legal description shall correctly identify the portion of the vacated area to be granted to Walpole Feed and Supply Co.; and unless otherwise directed by Florida Power and Light (FPL), Applicant shall submit a public utility easement for review by the City Attorney that provides access to FPL. Unless further delineated and directed by FPL, the legal description shall correctly identify the entirety of the area to be vacated and the easement shall be authorized by all owners of the subject property.
 - 2. Mr. Steven Dobbs, Engineer with Newlines Land Consultants, on behalf of Property Owners Jay and Stephanie Walpole, was present and available for questions. Member Jonassaint asked how long it would take to get the two conditions met. Mr. Dobbs responded they would be taken care of prior to the first City Council meeting.
 - 3. No public comments were offered. For the record, 11 surrounding property owner notices were mailed, advertisements and one sign were posted on the subject parcel, with no objections or comments received to date.

V. PUBLIC HEARING ITEM A CONTINUED

4. No Ex-Parte disclosures were offered.
5. Motion by Member Folbrecht, seconded by Member Shaw to recommend approval to the City Council for Abandonment of ROW Petition No. 24-001-SC, as presented in [Exhibit 1, which includes the Planning Consultant’s analysis of findings and recommendation for approval] with the following conditions: Applicant shall submit an access easement for review by the City Attorney that provides access to CSX Corp and Seaboard Coast Line Railroad, and the legal description shall correctly identify the portion of the vacated area to be granted to Walpole Feed and Supply Co.; and unless otherwise directed by FPL, Applicant shall submit a public utility easement for review by the City Attorney that provides access to FPL. Unless further delineated and directed by FPL, the legal description shall correctly identify the entirety of the area to be vacated and the easement shall be authorized by all owners of the subject property. **Motion Carried Unanimously.**
The recommendation will be forwarded to the City Council for consideration at Public Hearings, tentatively scheduled for June 4, 2024, and July 2, 2024.

CHAIRPERSON PRO-TEMPORE BERLIN CLOSED THE PUBLIC HEARING AT 6:17 P.M.

VI. CITY ADMINISTRATOR UPDATE

No updates provided at this time.

VII. ADJOURNMENT

Chairperson Pro-Tempore Berlin adjourned the meeting at 6:18 P.M.

Submitted by:

Patty M. Burnette, Secretary

Please take notice and be advised that when a person decides to appeal any decision made by the Planning Board with respect to any matter considered at this proceeding, he/she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. General Services’ media are for the sole purpose of backup for official records.