WINTER HAVEN
THE CHAIN OF LAKES CITY

PLANNING COMMISSION MEETING

DATE: Tuesday, February 3, 2026, 6:00 p.m.

LOCATION: City Hall, John Fuller Auditorium
451 Third Street NW
Winter Haven, FL 33881

---

1. Call to Order

2. Roll Call

3. Invocation and Pledge of Allegiance

4. Approval of Minutes

4.A January 6, 2026 Meeting Minutes

Staff Contact: *Jordan Warren, Planning Assistant, jwarren@mywinterhaven.com*

January 6, 2026 Meeting Minutes

5. Explanation of Hearings by Chair

6. Hearings - Old Business

7. Hearings - New Business

7.A P-26-07 - Request by Antonio Araque to rezone a parcel from Industrial-Light (I-1) zoning district to Multi-Family Residential- Low Density (R-3) zoning district. General Location: 1519 8th Street. SW. The area covered by this request is 0.48+/- acres.

Staff Contact: *Chris Young, Senior Planner, cyoung@mywinterhaven.com*

Summary - Case Number P-26-07

8. Other Business

8.A Elections of Chair and Vice-Chair

8.B Comments from Staff

8.C Comment from Commissioners

8.D Comments from the Public

9. Adjournment

If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they 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 (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven, Florida 33881, in writing, not later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

CITY OF WINTER HAVEN
PLANNING COMMISSION MEETING MINUTES
January 6, 2026

1. **CALL TO ORDER**
Chair Wells called the meeting to order at 6:00 p.m.

2. **ROLL CALL**
Commissioners Present: Chair Colin Wells, Vice-Chair Wendy Venters, Mario Manago, Lorena Cordero, Tina Summerlin, Ed Smith, Kevin Tison, and Bob Lanpher

Commissioners Absent: Craig Fuller

Mrs. Warren confirmed a quorum.

Staff Present:
Eric Labbe, Economic Opportunity & Community Investment Director; Cedric Cox, Economic Opportunity & Community Investment Assistant Director; Sean Byers, Planning Manager; Heather Reuter, Senior Planner; Chris Young, Senior Planner; and Jordan Warren, Planning Assistant

3. **INVOCATION AND PLEDGE OF ALLEGIANCE**
Invocation and Pledge of Allegiance led by Chair Wells.

4. **APPROVAL OF MINUTES**
Chair Wells asked for a motion to approve the December 1, 2025 Planning Commission Meeting Minutes. Motion was made by Commissioner Summerlin for approval of the December 1, 2025 Planning Commission Meeting Minutes; Vice-Chair Venters seconded the motion. Motion carried by a unanimous voice vote. (8:0)

5. **EXPLANATION OF HEARINGS**

Chair Wells provided the explanation of hearings.

6. **HEARINGS – OLD BUSINESS**

7. **HEARINGS – NEW BUSINESS**

A. Case Number P-26-05: Request by Timothy F. Campbell to rezone a portion of a parcel from Planned Unit Development (PD) zoning district to Commercial- Highway (C-3) and Conservation (CN) zoning districts. **General Location:** The southern portion of a parcel generally located at the southwest corner of the intersection of Cypress Gardens Boulevard and US Highway 27. The area covered by this request is 26.64± acres.

Mrs. Reuter gave an overview of the request via a slideshow presentation. Mrs. Reuter recommended approval of the request.

Chair Wells asked the Commissioners if there were any questions for staff.

Vice-Chair Venters stated she would recuse herself from this case due to a conflict of interest. *(See attached Form 8B in "Attachment 'A'")*.

Chair Wells asked the Commissioners if there were any questions for staff. Seeing and hearing none, Chair Wells closed the regular meeting and opened the public hearing, asking anyone wishing to speak for or against this request to come to the podium, and state their name and address for the record.

Timothy Campbell of Clark, Campbell, Lancaster, Workman & Airth, P.A located at 500 South Florida Avenue, Lakeland, FL and hereafter known as Agent Campbell stated the following:

- Gave an overview of the project
- Stands for any questions
- Engineers of the project are working on adding a light to avoid traffic concerns
- There isn't a need for more multi-family in the area

Chair Wells asked if there was anyone else wishing to speak for or against this request to come to the podium, and if they have not yet done so, state their name and address for the record. Hearing and seeing none, Chair Wells closed the public hearing and reopened the regular meeting.

Chair Wells asked if there were any other questions from commissioners. Hearing and seeing none, Chair Wells sought a motion for the case. Motion was made by Chair Wells to approve Case Number P-26-05. Commissioner Smith seconded the motion. Motion carried by a unanimous voice vote (8:0).

8. **Other Business**

   A. Comments from Staff
      - Mr. Byers gave an update on past items
      - Mr. Byers stated the next meeting would be Tuesday, February 3, 2026 and election of officers would be held.

   B. Comments from Commissioners – NONE

   C. Comments from the Public – NONE

9. **Adjournment** – 6:09 p.m.

CITY OF WINTER HAVEN, FLORIDA
PLANNING COMMISSION

_____
Chair

ATTEST:

_____
Planning Commission Clerk

Attachment 'A'
Page 1 of 2

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
Venters Wendy Whitehead	Planning Commission
MAILING ADDRESS: 601 6th St SW	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY
CITY: Winter Haven COUNTY: Polk	NAME OF POLITICAL SUBDIVISION: COWH
DATE ON WHICH VOTE OCCURRED: 1-6-26	MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * * * * * * * * * * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * * * * * * * * * * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

Attachment 'A'
Page 2 of 2

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Wendy W. Ventura, hereby disclose that on January 6, 20 26:

(a) A measure came or will come before my agency which (check one)

☒ inured to my special private gain or loss;

___ inured to the special gain or loss of my business associate, _____;

☒ inured to the special gain or loss of my relative, Whitehead Construction;

___ inured to the special gain or loss of _____, by whom I am retained; or

___ inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

1/6/24
Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.

CE FORM 8B - EFF. 1/2000 PAGE 2

DATE: January 26, 2026

TO: Winter Haven Planning Commissioners

VIA: Eric Labbe, Economic Opportunity & Community Investment Director
Sean Byers, Planning Manager

FROM: Chris Young, Senior Planner

SUBJECT: **Case Number P-26-07:** Request by Antonio Araque to rezone a parcel from Industrial-Light (I-1) zoning district to Multi-family Residential – Low Density (R-3) zoning district. **General Location:** 1519 8th Street, SW. The area covered by this request is 0.48± acres.

BACKGROUND

Antonio Araque, petitioner, requests the City rezone a parcel from Industrial-Light (I-1) zoning district to Multi-family Residential – Low Density (R-3) zoning district. The parcel, containing 0.48± acres, is located at 1519 8th Street, SW and is currently vacant. The petitioner intends to develop the property as a residential duplex.

As the Primary Mixed Use Hub Future Land Use Designation will remain, the maximum development potential remains unchanged; therefore, there is no increase in maximum potential infrastructure demands beyond what is currently allowed. Additionally, development of a residential duplex will likely result in fewer demands on public infrastructure than development permitted under the current I-1 zoning district.

SURROUNDING USES

The subject property is surrounded by residential uses to the north; commercial uses to the east and south; and the CSX railroad line to the west.

COMPREHENSIVE PLAN

The current Future Land Use designation of the subject property is Primary Mixed Use Hub. The requested Multi-family Residential– Low Density (R-3) zoning district is consistent with the Primary Mixed Use Hub Future Land Use designation.

NOTIFICATION

All notification requirements for this request were met.

CONCLUSION

Staff's review for this request yields the following conclusions:

- The rezoning to the R-3 zoning district is consist with the property's location and the developed uses and City designations in the area; and

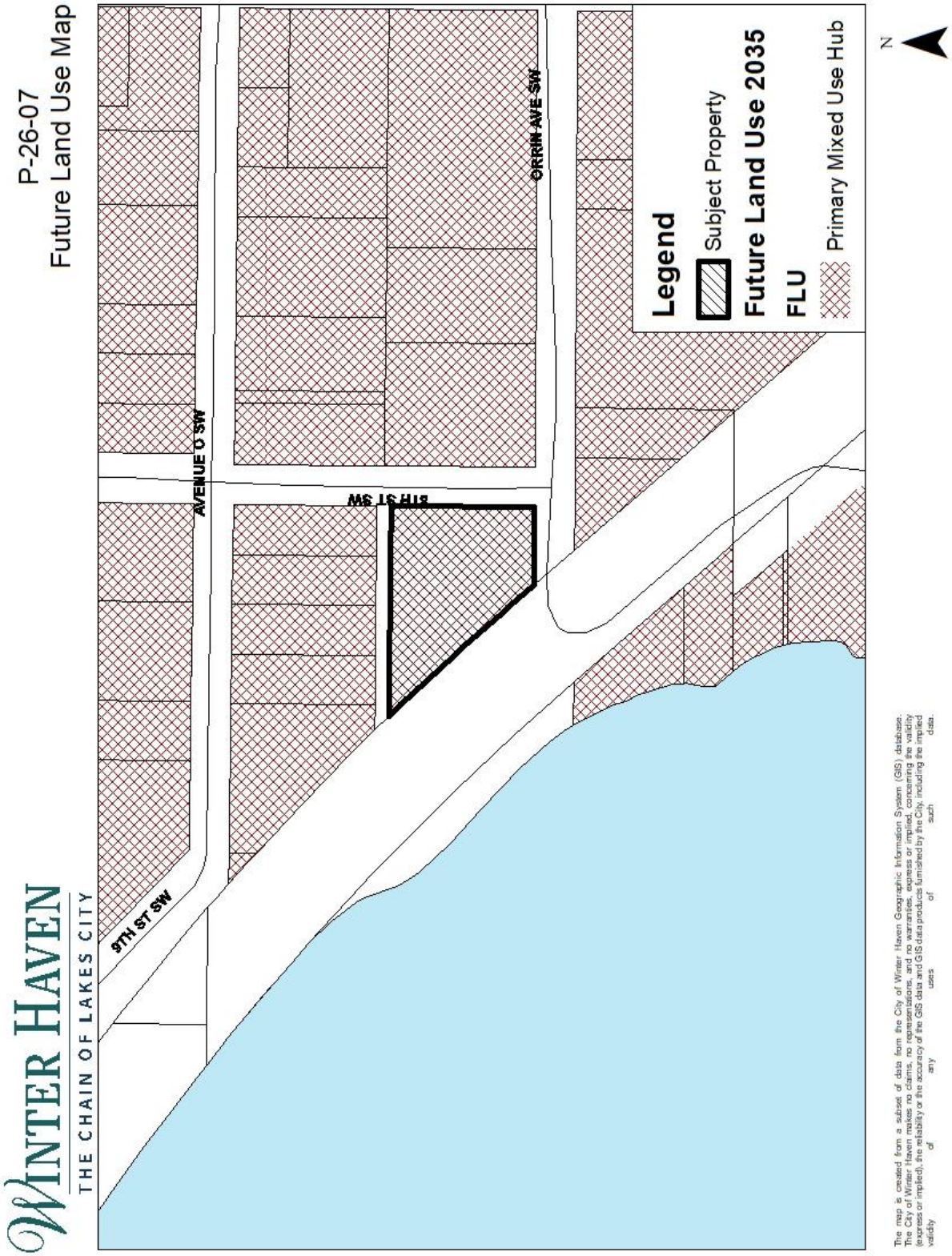
- As the Primary Mixed Use Hub Future Land Use designation will remain, the maximum development potential is unchanged; there is no increase in potential infrastructure demands beyond what is currently allowed.

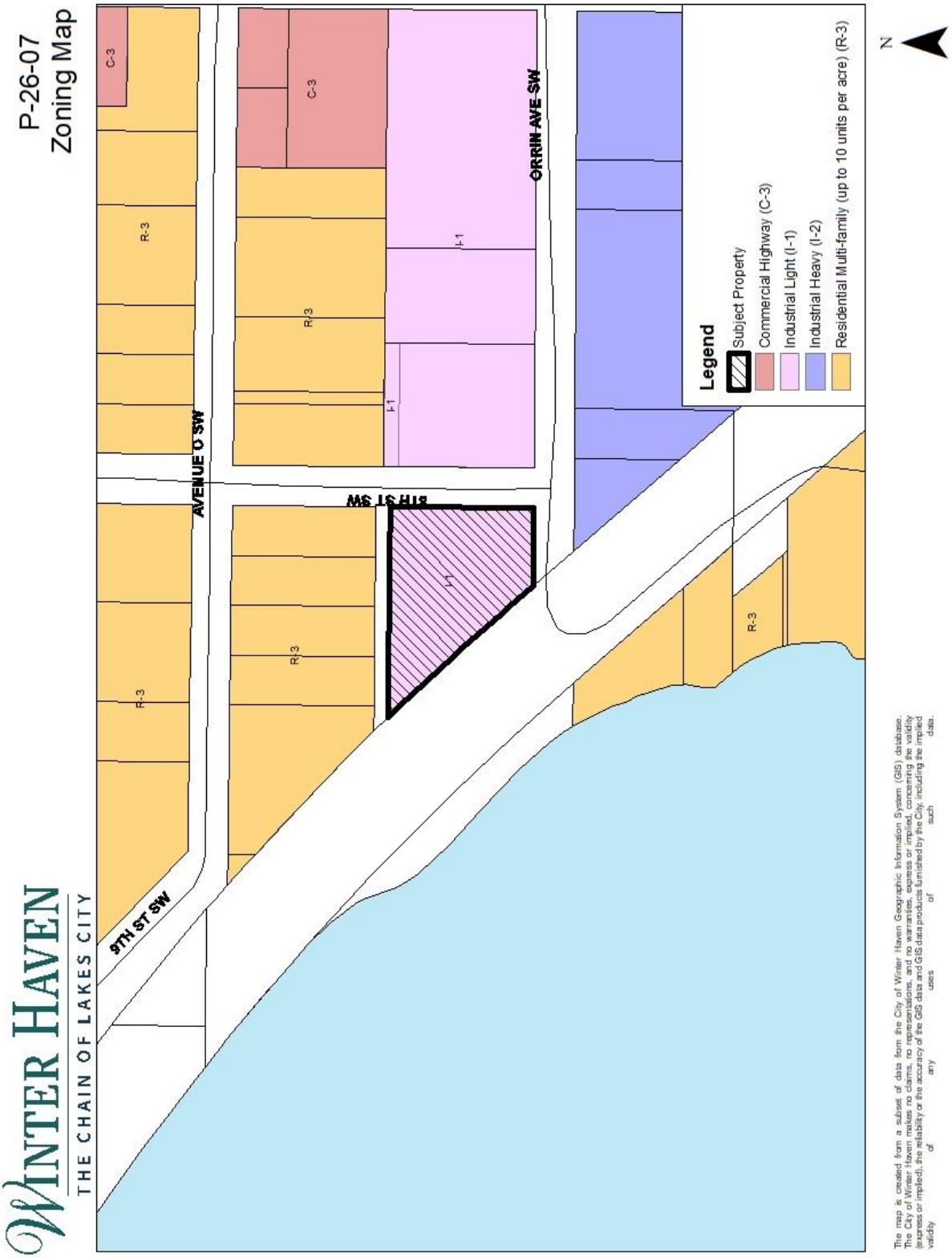
RECOMMENDATION

Staff recommends the Planning Commission recommend approval of this request and its forwarding to the City Commission for final action.

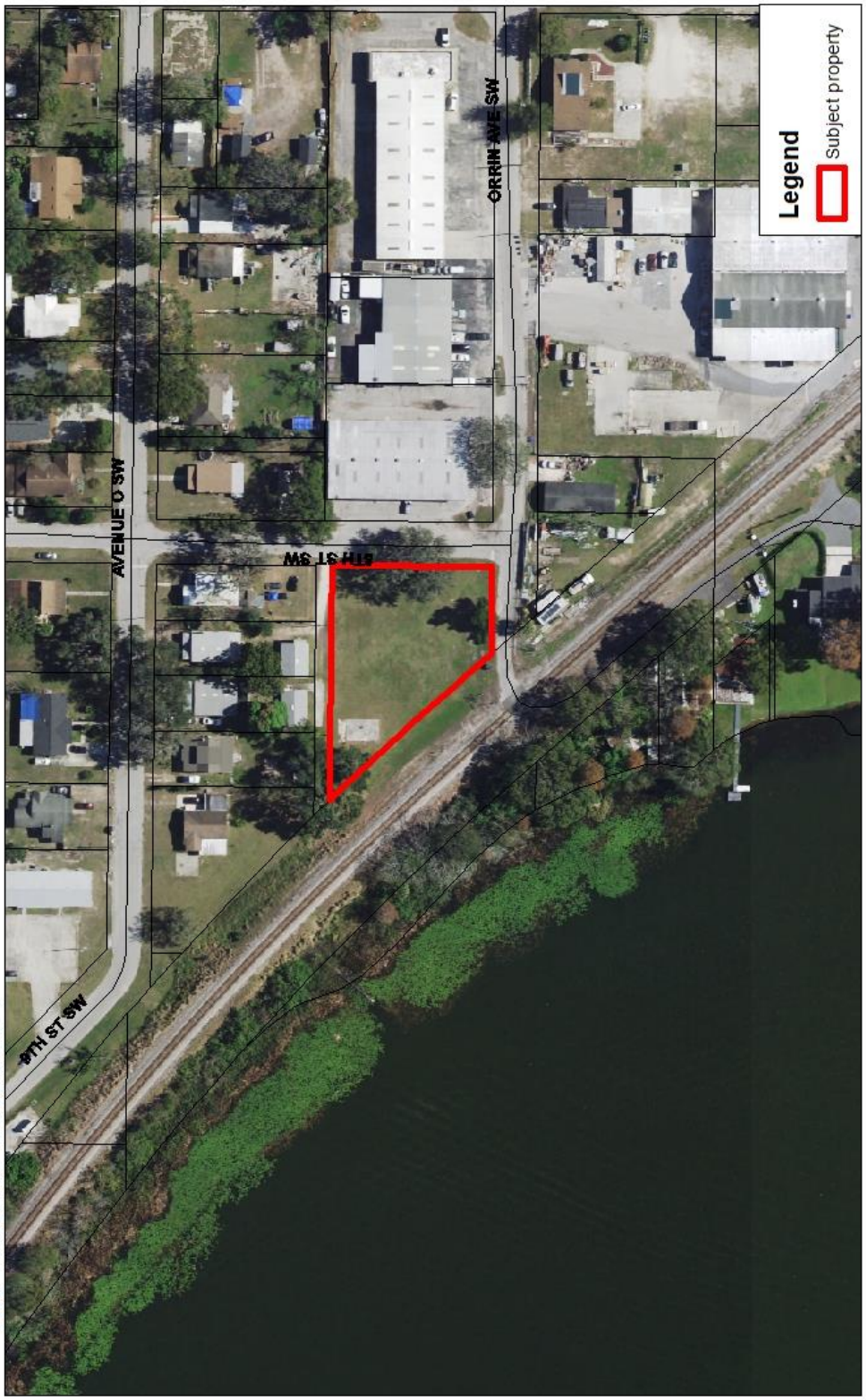
ATTACHMENTS

- Future Land Use Map
- Zoning Map
- Aerial Map


P-26-07
Future Land Use Map
Legend
Subject Property
Future Land Use 2035
FLU
Primary Mixed Use Hub
N
ORRIN AVE SW
AVENUE O SW
9TH ST SW
WINTER HAVEN
THE CHAIN OF LAKES CITY
The map is created from a subset of data from the City of Winter Haven Geographic Information System (GIS) database. The City of Winter Haven makes no claims, no representations, and no warranties, express or implied, concerning the validity (express or implied), the reliability or the accuracy of the GIS data and GIS data products furnished by the City, including the implied validity of any such data.


P-26-07
Zoning Map
WINTER HAVEN
THE CHAIN OF LAKES CITY
N
Legend
Subject Property
Commercial Highway (C-3)
Industrial Light (I-1)
Industrial Heavy (I-2)
Residential Multi-family (up to 10 units per acre) (R-3)
ORRIN AVE SW
AVENUE O SW
9TH ST SW
C-3
R-3
I-1
The map is created from a subset of data from the City of Winter Haven Geographic Information System (GIS) database. The City of Winter Haven makes no claims, no representations, and no warranties, express or implied, concerning the validity (express or implied), the reliability or the accuracy of the GIS data and GIS data produces furnished by the City, including the implied validity of any uses of such data.

P-26-07
Aerial Map



WINTER HAVEN
THE CHAIN OF LAKES CITY

The map is created from a subset of data from the City of Winter Haven Geographic Information System (GIS) database. The City of Winter Haven makes no claims, no representations, and no warranties, express or implied, concerning the validity (express or implied), the reliability or the accuracy of the GIS data and GIS data produces furnished by the City, including the implied validity of any of such uses of such data.