



**UNION**County  
LAKE BUTLER • WORTHINGTON SPRINGS • RAIFORD • PALESTINE • PROVIDENCE

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Union County Board of County Commissioners

15 Northeast 1<sup>st</sup> Street, Lake Butler, FL 32054 • Phone: 386-496-4241 • Fax: 386-496-4810

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AGENDA  
BOARD OF COUNTY COMMISSIONERS  
SERVING AS THE PLANNING & ZONING BOARD  
MAY 05, 2025  
5:10 P.M.  
PUBLIC HEARING

*NOTE: If any person decides to appeal any decision made with respect to any matter considered at this meeting or hearing, he or she will need a record for the proceedings and may need to ensure that a verbatim record is made*

1. Meeting Called to Order
2. Invocation and Pledge
3. Public Comments
4. Consideration of an application/Resolution no. PZ/LPA M 25-01, to adopt Ordinance 202-02, declaring an extension on the moratorium, by the Board of County Commissioners of Union County, Florida, serving as the Planning and Zoning Board and the Local Planning Agency of Union County, Florida.
5. Public Comments In Favor Of:
6. Public Comments Opposed To:
7. First Reading of Ordinance NO. 2025-02
8. Action by Board
9. Adjournment

**BOARD MEMBERS:**

DONNA JACKSON, District 1 • CHANNING DOBBS, District 2 • MELISSA McNEAL, District 3 • MAC JOHN'S District 4 • WILLIE CROFT, District 5

KELLIE HENDRICKS RHOADES  
Clerk of Court/Comptroller

RUSSELL WADE  
County Attorney

RESOLUTION NO. PZ/LPA M 25-01

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY, FLORIDA, SERVING AS THE THE PLANNING AND ZONING BOARD OF UNION COUNTY, FLORIDA AND SERVING ALSO AS THE LOCAL PLANNING AGENCY OF UNION COUNTY, FLORIDA, RECOMMENDING TO THE BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY, FLORIDA, APPROVAL OF ORDINANCE NO. 2025-02, DECLARING A MORATORIUM ON THE ACCEPTANCE OF APPLICATIONS AND PROCESSING OF SPECIAL EXCEPTION APPLICATIONS FOR TRAVEL TRAILER PARKS AND CAMPGROUNDS FOR A PERIOD OF ONE YEAR; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING AN EFFECTIVE DATE

WHEREAS, the Union County Land Development Regulations, hereinafter referred to as the Land Development Regulations, as amended, empowers the Board of County Commissioners of Union County, Florida, serving as the Planning and Zoning Board of Union County, Florida, hereinafter referred to as the Board of County Commissioners, serving as the Planning and Zoning Board, to recommend to the Board of County Commissioners of Union County, Florida, hereinafter referred to as the Board of County Commissioners, approval or denial of amendments to the Land Development Regulations, in accordance with said regulations;

WHEREAS, Sections 163.3161 to 163.3248, Florida Statutes, as amended, empowers the Board of County Commissioners, serving as the Local Planning Agency of Union County, Florida, hereinafter referred to as the Local Planning Agency, to recommend to the Board of County Commissioners, approval or denial of amendments to the Land Development Regulations, in accordance with said statute

WHEREAS, the Board of County Commissioners has been designated as the Planning and Zoning Board;

WHEREAS, the Board of County Commissioners has been designated as the Local Planning Agency;

WHEREAS, a duly noticed public hearing was conducted by the Board of County Commissioners, serving as the Planning and Zoning Board, and serving also as the Local Planning Agency, for the consideration of said travel trailer parks and campgrounds moratorium Ordinance No. 2025-02, and considered all comments received during said public hearing concerning said moratorium ordinance;

WHEREAS, the Board of County Commissioners serving as the Planning and Zoning Board, and serving also as the Local Planning Agency, has determined and found that a need and justification exists for the approval of said travel trailer parks and campgrounds moratorium Ordinance No. 2025-02;

WHEREAS, the Board of County Commissioners serving as the Planning and Zoning Board, and serving also as the Local Planning Agency, has determined and found that approval of said travel trailer parks and campgrounds moratorium Ordinance No. 2025-02 is consistent with the purposes and objectives of the comprehensive planning program and the Comprehensive Plan;

WHEREAS, the Board of County Commissioners serving as the Planning and Zoning Board, and serving also as the Local Planning Agency, has determined and found that approval of said travel trailer parks and campgrounds moratorium Ordinance No. 2025-02 will further the purposes of the Land Development Regulations and other ordinances, regulations, and actions designed to implement the Comprehensive Plan; and

WHEREAS, the Board of County Commissioners serving as the Planning and Zoning Board, and serving also as the Local Planning Agency, has determined and found that approval of said travel trailer parks and campgrounds moratorium Ordinance No. 2025-02 would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY, FLORIDA, SERVING AS THE PLANNING AND ZONING BOARD OF UNION COUNTY, FLORIDA AND SERVING ALSO AS THE LOCAL PLANNING AGENCY OF UNION COUNTY, FLORIDA, THAT:

Section 1. The Board of County Commissioners serving as the Planning and Zoning Board and serving also as the Local Planning Agency, recommends to the Board of County Commissioners the adoption of moratorium Ordinance No. 2025-02 declaring a moratorium on the acceptance and processing of special exception applications for travel trailer parks and campgrounds for a period of one year.

Section 2. All resolutions or portions of resolutions in conflict with this resolution are hereby repealed to the extent of such conflict.

Section 3. This resolution shall become effective upon adoption.

PASSED AND DULY ADOPTED in regular session with a quorum present and voting, by the Board of County Commissioners, serving as the Planning and Zoning Board and the Local Planning Agency, this 5th day of May 2025.

BOARD OF COUNTY COMMISSIONERS  
OF UNION COUNTY, FLORIDA  
SERVING AS THE  
PLANNING AND ZONING BOARD  
OF UNION COUNTY, FLORIDA,  
AND THE LOCAL PLANNING AGENCY  
OF UNION COUNTY, FLORIDA

Attest:

\_\_\_\_\_  
Kellie Hendricks Rhoades, County Clerk

\_\_\_\_\_  
Channing Dobbs, Chair





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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

April 24, 2025

Ms. Dianne Hannon  
Secretary to the  
Board of County Commissioners  
Union County  
15 Northeast First Street  
Lake Butler, FL 32054-1701

TRANSMITTED VIA ELECTRONIC MAIL

RE: M 23-01 (Board of County Commissioners)

Resolution  
Concerning a Moratorium

Dear Dianne:

Please find enclosed the above referenced resolution.

The County Attorney should review the resolution as to legal form and sufficiency.

Subsequent to the adoption of the resolution, please send a copy of the signed resolution to me.

If you have any questions concerning this matter, please do not hesitate to contact Sandra Joseph, Senior Planner, at 352.955.2200, ext. 111.

Sincerely,

Scott R. Koons, AICP  
Executive Director

Enclosure

SRK/cf

xc: Denise Clemons, Building Department Secretary  
Kellie Hendricks Rhoades, County Clerk & Comptroller  
Leslie C. Snyder, Deputy Clerk  
Russell A. Wade III, County Attorney  
James Williams, County Coordinator

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ORDINANCE NO. 2025-02

AN ORDINANCE OF UNION COUNTY, FLORIDA, DECLARING A MORATORIUM ON THE ACCEPTANCE OF APPLICATIONS AND PROCESSING OF SPECIAL EXCEPTION APPLICATIONS FOR TRAVEL TRAILER PARKS AND CAMPGROUNDS FOR A PERIOD OF ONE YEAR; PROVIDING FOR CONFLICTS; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE; PROVIDING AN EXPIRATION DATE

WHEREAS, Section 125.01, Florida Statutes, as amended, empowers the Board of County Commissioners of Union County, Florida, hereinafter referred to as the Board of County Commissioners, to prepare, adopt and enforce land development regulations;

WHEREAS, Sections 163.3161 to 163.3248, Florida Statutes, as amended, the Community Planning Act, requires the Board of County Commissioners to prepare and adopt regulations concerning the use of land and water to implement the Comprehensive Plan;

WHEREAS, the Board of County Commissioners has been designated as the Planning and Zoning Board of Union County, Florida, hereinafter referred to as the Board of County Commissioners, serving as the Planning and Zoning Board;

WHEREAS, the Board of County Commissioners has been designated as the Local Planning Agency of Union County, Florida, hereinafter referred to as the Board of County Commissioners, serving as the Local Planning Agency;

WHEREAS, the Land Development Regulations currently permit campgrounds as a special exception within the "ESA" Environmentally Sensitive Area zoning districts and permit travel trailer parks or campgrounds as a special exception within the "A" Agricultural zoning districts;

WHEREAS, the Board of County Commissioners desires to amend the Land development Regulations concerning travel trailer parks and campgrounds to continue to preserve and protect the health, safety, and welfare of the citizens of the County; and

WHEREAS, a duly noticed public hearing was conducted by the Board of County Commissioners, serving as the Planning and Zoning Board and serving also as the Local Planning Agency, for the consideration of said travel trailer parks and campgrounds moratorium ordinance, where public comment was heard, on May 5, 2025, which resulted in a recommendation of approval; and

WHEREAS, two duly noticed Board of County Commissioners public hearings were held for the consideration of a proposed moratorium on the acceptance and processing of special exception applications for travel trailer parks and campgrounds, where public comment was heard, on May 5, 2025 and May 15, 2025, with one public hearing held after 5:00 p.m.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY, FLORIDA, THAT:

Section 1. Findings. The Board of County Commissioners finds and declares the following findings:

- a. That all the statements set forth in the preamble to this ordinance are true and correct;
- b. That there exists a need to impose a moratorium on the acceptance and processing of special exception applications for travel trailer parks and campgrounds as set forth hereinafter in order to fulfill the County's constitutional responsibility and statutory obligation to protect the health, safety, and welfare of the citizens of the County; and
- c. That the purpose of this ordinance is to enable the Board of County Commissioners sufficient time to review and consider amending the Land Development Regulations related to travel trailer parks and campgrounds.

Section 2. Prohibition. As to any property located in the unincorporated area of the County, there is hereby declared a moratorium upon the acceptance and processing of special exception applications for the travel trailer parks and campgrounds permits for a period of one year. No special exception applications for travel trailer parks and campgrounds shall be accepted or processed, and no travel trailer parks and campgrounds special exception permits shall be issued between May 15, 2025 and May 14, 2026

Section 3. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 4. Conflict. All ordinances or parts of ordinances in conflict herewith are suspended during the time period set forth in Section 2, to the extent of such conflict, hereby.

Section 5. Effective Date. Pursuant to Section 125.66, Florida Statutes, as amended, a certified copy of this ordinance shall be filed with the Florida Department of State by the Clerk of the Board of County Commissioners within ten (10) days after enactment by the Board of County Commissioners. This ordinance shall become effective upon filing of the ordinance with the Florida Department of State.

Section 6. Expiration Date. This ordinance shall expire on May 14, 2026, unless earlier terminated or further extended by ordinance.

Section 7. Authority. This ordinance is adopted pursuant to the authority granted by Section 125.01, Florida Statutes, as amended, and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

PASSED UPON FIRST READING on the 5th day of May 2025.

PASSED AND DULY ADOPTED, in regular session, with a quorum present and voting, by the Board of County Commissioners this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

Attest:

BOARD OF COUNTY COMMISSIONERS  
OF UNION COUNTY, FLORIDA

\_\_\_\_\_  
Kellie Hendricks Connell, County Clerk

\_\_\_\_\_  
Channing Dobbs, Chair





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April 24, 2025

Ms. Dianne Hannon  
Secretary to the  
Board of County Commissioners  
Union County  
15 Northeast First Street  
Lake Butler, FL 32054-1701

TRANSMITTED VIA ELECTRONIC MAIL

RE: Application No. M 25-01 (Board of County Commissioners)

Concerning  
Moratorium Ordinance No. 2025-02

Dear Dianne:

Please find enclosed the above referenced ordinance for first reading only. Prior to the second reading of the ordinance, an ordinance for adoption and signature will be sent to the County.

If any changes are made to the document, please send a copy of the changes made in strike-through underline format to me.

The County Attorney should review the ordinance as to legal form and sufficiency.

If you have any questions concerning this matter, please do not hesitate to contact Sandra Joseph, Senior Planner, at 352.955.2200, ext. 111.

Sincerely,

Scott R. Koons, AICP  
Executive Director

Enclosure

SRK/cf

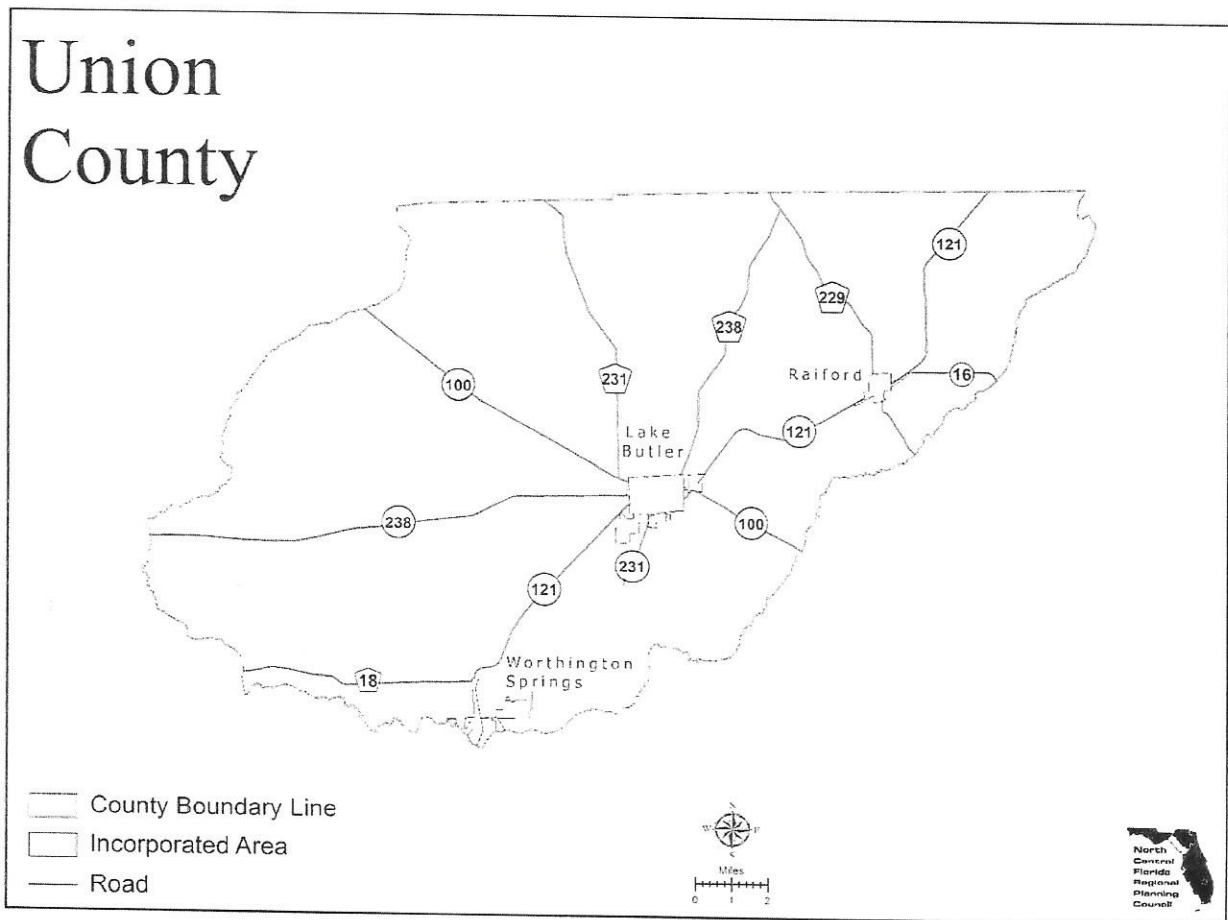
xc: Denise Clemons, Building Department Secretary  
Kellie Hendricks Rhoades, County Clerk & Comptroller  
Leslie C. Snyder, Deputy Clerk  
Russell A. Wade III, County Attorney  
James Williams, County Coordinator

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# NOTICE OF A TRAVEL TRAILER PARKS AND CAMPGROUNDS MORATORIUM

The Board of County Commissioners of Union County, Florida proposes to declare a moratorium, within the area shown on the map below by adopting Ordinance No. 2025-02.

Ordinance No. 2025-02, concerning Moratorium No. M 25-01, is an ordinance by the Board of County Commissioners, declaring a moratorium on the acceptance of applications and processing of special exception applications for travel trailer parks and campgrounds for a period of one year.



The first of two public hearings on the proposed moratorium Ordinance No. 2025-02, will be held on May 5, 2025 at 5:10 p.m., or as soon thereafter as the matter can be heard, in the Board of County Commissioners Meeting Room, Union County Courthouse located at 55 West Main Street, Lake Butler, Florida. The title of said ordinance reads, as follows: