

REGULAR MEETING OF THE LADY LAKE LOCAL PLANNING AGENCY

DATE: Monday, February 7, 2011
TIME: 5:30 p.m.
PLACE: Town Hall Commission Chambers
409 Fennell Blvd., Lady Lake, Florida.

ALL INTERESTED PERSONS ARE CORDIALLY INVITED TO ATTEND THIS PUBLIC MEETING.

AGENDA

CALL TO ORDER: Jim Richards, Chairperson

ROLL CALL:

1. Approval of Minutes: January 19, 2011 Local Planning Agency Meeting
2. Large Scale Comprehensive Plan Amendment – 18.18± Acres of Property Located South of County Road 466 and West of Rolling Acres Road – Change From Lake County-Urban Expansion to Town of Lady Lake-Commercial General-Retail Sales & Services (RET) – LPG Urban & Regional Planners on Behalf of Larry M. And Linda S. Phillips (Ordinance No. 2011-02) (Postponed from the January 19, 2011 Meeting) (Thad Carroll)

ADJOURN:

This public hearing is being conducted in a handicapped accessible location. Any handicapped person requiring an interpreter for the hearing impaired or the visually impaired should contact the Clerk's Office at least five (5) calendar days prior to the meeting and an interpreter will be provided. To access a Telecommunication Device for Deaf Persons (TDD), please call (352) 751-1565. Any handicapped person requiring special accommodation at this meeting should contact the Clerk's Office at least five (5) calendar days prior to the meeting.

Advice to the Public: If a person decides to appeal a decision made with respect to any matter considered at the above meeting or hearing, he may need a verbatim record of the proceedings including the testimony and evidence which record is not provided by the Town of Lady Lake. (F.S. 286-0105)

Please be advised that one or more members of any other Town Board or Committee may be in attendance of this meeting.

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**MINUTES OF THE LOCAL PLANNING AGENCY
LADY LAKE, FLORIDA
January 19, 2011**

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6 The Local Planning Agency Meeting was held in the Commission Chambers at Lady Lake Town
7 Hall, 409 Fennell Blvd., Lady Lake, Florida with Chairperson Jim Richards presiding. The
8 meeting convened at 5:30 p.m.

9
10 **CALL TO ORDER:** Chairperson Jim Richards

11
12 **ROLL CALL:** Member Tony Holden
13 Member Ty Miller
14 Member Paul Hannan
15 Member Ruth Kussard
16 Chairperson/Member Jim Richards

17
18 **STAFF MEMBERS PRESENT:** Kris Kollgaard, Town Manager/Town Clerk; Derek Schroth,
19 Town Attorney; Thad Carroll, Growth Management Director; Lt. Vern Wherry, Police
20 Department; and Jayne York, Deputy Town Clerk

21
22 Roseanne Brandeburg, Lake County School Board Representative (District 2), was also present.

23
24 **1. Approval of Minutes**

25
26 October 4, 2010 Local Planning Agency Meeting (on file in the Town Clerk's office)

27
28 *Upon a motion by Member Miller and seconded by Member Hannan, the Board approved the*
29 *Minutes of the Local Planning Agency Meeting for October 4, 2010 as Presented, by a vote of*
30 *4 -0-1 (Member Kussard abstained since she was not present at that meeting).*

31
32 **2. Small Scale Comprehensive Plan Amendment – 18.18± Acres Located South of**
33 **County Road 466 and West of Rolling Acres Road – Requesting Change from Lake County**
34 **Urban Expansion to Town of Lady Lake Commercial General - Retail Sales & Services**
35 **(RET) – LPG Urban & Regional Planners on Behalf of Larry M. and Linda S. Phillips**
36 **(Ordinance No. 2011-02) (Thad Carroll)**

37
38 Thad Carroll, Growth Management Director, read a letter from Tiffany Kapner with LPG Urban
39 & Regional Planners, Inc. (Applicant) requesting to postpone this hearing until February 7, 2011.

40
41 **It was the consensus of the Local Planning Agency to postpone this hearing until February**
42 **7, 2011.**

43
44 **3. Capital Improvements Plan Update (2011-2015) of Lady Lake Comprehensive Plan,**
45 **Chapter 8 (Ordinance No. 2011-04) (Thad Carroll)**

46

1 Thad Carroll, Growth Management Director, gave the background summary from the agenda
2 item cover sheet (on file in the Town Clerk's office). He stated that the Capital Improvements
3 Element focuses on capital infrastructure planning for the time-period covered by the
4 comprehensive plan and based upon the public facility needs identified in the other elements of
5 the Comprehensive Plan. The Capital Improvements Element must provide a five-year schedule
6 of capital improvements, which must include specific capital projects necessary to achieve and
7 maintain level-of-service standards identified in the other elements of the Comprehensive Plan,
8 reduce existing deficiencies, provide for necessary replacements and meet future demand during
9 the time period covered by the schedule (2011-2015).

10 Mr. Carroll stated that the Capital Improvements Element is important in setting direction for the
11 Town of Lady Lake for several reasons. It sets policy to coordinate the provision of
12 infrastructure with the land use plans of the community over the timeframe of the
13 Comprehensive Plan. It provides a five-year schedule of capital improvements that are aimed at
14 achieving and maintaining the Town's adopted levels of service and it identifies sufficient
15 revenues to fund the identified capital improvements.

16 Mr. Carroll stated that, pursuant to §163.3177 (3)(b) of the Florida Statutes, the capital
17 improvements element must be reviewed on an annual basis and modified as necessary in
18 accordance with §163.3187 or §163.3189 in order to maintain a financially feasible 5-year
19 schedule of capital improvements. An amendment to the comprehensive plan is required to
20 update the schedule on an annual basis or to eliminate, defer, or delay the construction for any
21 facility listed in the 5-year schedule. All public facilities must be consistent with the capital
22 improvements element. A local government may not amend its future land use map, except for
23 plan amendments to meet new requirements under this part and emergency amendments pursuant
24 to §163.3187(1)(a), after December 1, 2008, and every year thereafter unless and until the local
25 government has adopted the annual update and it has been transmitted to the state land planning
26 agency.

27
28 Mr. Carroll stated that, in order for the Florida Department of Community Affairs (FDCA) to
29 consider any land use changes and amendments to the Future Land Use Map of the Town of
30 Lady Lake, FDCA must review and find in compliance a financially feasible Capital
31 Improvement Plan in accordance with §163.3187(1)(a) of the Florida Statutes. "Exhibit A"
32 provides the necessary amendments to reflect a financially feasible plan for the five-year
33 planning period.

34
35 Mr. Carroll stated that the Planning & Zoning Board reviewed the ordinance on January 10, 2011
36 and recommended approval, by a vote of 5-0. He noted that only one reading of the ordinance
37 before the Town Commission is required as per Florida Statute in order to adopt the
38 Comprehensive Plan Update and that is scheduled for January 19, 2011.

39
40 There were no comments or questions from the members of the agency or the public.

41
42 *Upon a motion by Member Hannan and seconded by Member Holden, the Local Planning*
43 *Agency approved the Capital Improvements Plan Update (2011-2015) of the Lady Lake*
44 *Comprehensive Plan, Chapter 8 (Ordinance No. 2011-04), by a vote of 5-0.*

1 **4. Small Scale Comprehensive Plan Amendment – 0.33± Acres Located on West Lady**
2 **Lake Blvd. in the Vicinity of County Road 466 and Rolling Acres Road – Requesting**
3 **Change from Lake County Urban Expansion to Town of Lady Lake Religious Facilities**
4 **(RF) – Church of St. Albans (Anglican) Inc. (Ordinance No. 2011-06) (Thad Carroll)**
5

6 Thad Carroll, Growth Management Director, gave the background summary from the agenda
7 item cover sheet (on file in the Town Clerk's office). He stated that the Applicant, Church of St.
8 Albans (Anglican) Inc., has filed applications to amend the Future Land Use designation for
9 property located on West Lady Lake Blvd. (AK# 1610958) in the vicinity of CR 466 and Rolling
10 Acres Road which includes 0.33± acres currently in unincorporated Lake County, from Lake
11 County Urban Expansion to Lady Lake Religious Facilities. The subject parcel is currently
12 vacant and is proposed to be developed as a 3,020 sq. ft. church parish worship hall.

13
14 Mr. Carroll stated that the Small Scale Future Land Use Map Amendment application was
15 received on November 29, 2010 and has been reviewed and determined to be complete satisfying
16 the necessary criteria as required to meet the requirements of the Land Development Regulations
17 (LDRs) as well as the adopted Comprehensive Plan and is ready for transmittal to the Florida
18 Department of Community Affairs (DCA).

19
20 Mr. Carroll stated that notices to inform the surrounding property owners within 150' of the
21 property of the proposed amendment were mailed on December 22, 2010. The property was
22 posted on December 30, 2010.

23
24 Mr. Carroll stated that the Applicant would be required to file a site plan(s) for any structures and
25 obtain all necessary permits from outside agencies provided the annexation, small-scale
26 comprehensive plan amendment and rezoning ordinances are approved for the property.

27
28 Mr. Carroll stated that applications have been reviewed and determined to be complete. The
29 Applicant has submitted all appropriate material in compliance with the Land Development
30 Regulations (LDRs) and the applications are in compliance with the directives of the adopted
31 Comprehensive Plan in accordance with the sought designation. A justification statement has
32 also been included as part of the Small Scale Comprehensive Plan Amendment Application,
33 which the applicant submitted for justifying why the Future Land Use should be amended for the
34 development proposed. Appropriate legal descriptions, a survey, a Memorandum of Agreement
35 and a Bubble Plan of the proposed development have been included with the submitted
36 applications.

37
38 Mr. Carroll stated that the Technical Review Committee (TRC) reviewed the application on
39 January 4, 2011 and determined the application to be complete and ready for transmittal to the
40 Planning & Zoning Board by a vote of 5-0; the Planning & Zoning Board reviewed the ordinance
41 on January 10, 2011 and recommended approval, by a vote of 5-0; the First Reading before the
42 Town Commission is scheduled for January 19, 2011; the Second/Final Reading before the
43 Town Commission is scheduled for February 7, 2011.

44
45 Mr. Carroll noted that the Applicant was present to answer any questions.

1 Mayor Richards commented that he is concerned about the drainage going off-site because it is a
2 1/3 acre lot with a building and parking and he didn't see a retention area on the conceptual plan.

3
4 Mr. Carroll stated that will be addressed during the site plan phase. When the Applicant comes
5 forward for site plan and construction, all of the development criteria will have to be met.

6
7 Mayor Richards stated that he wanted the Applicant to be aware that when the lot is covered with
8 an 80% impervious surface, sometimes it is hard to find a way to take care of the water.

9
10 Mr. Carroll stated that the Applicant has been made aware of that and it will be addressed in the
11 site plan.

12
13 There were no comments or questions from the public.

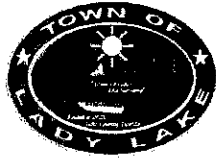
14
15 *Upon a motion by Member Hannan and seconded by Member Miller, the Local Planning*
16 *Agency approved the Small Scale Comprehensive Plan Amendment – 0.33± Acres Located on*
17 *West Lady Lake Blvd. – Change from Lake County Urban Expansion to Lady Lake Religious*
18 *Facilities (RF) – Church of St. Albans (Anglican) Inc. (Ordinance No. 2011-06), by a vote of*
19 *5-0.*

20
21 **ADJOURN:** There being no further discussion, the meeting was adjourned at 5:40 p.m.

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25
26
27 _____
28 Kristen Kollgaard, Town Clerk

29 _____
James Richards, Chairperson

Minutes transcribed by Jayne York, Deputy Town Clerk



LOCAL PLANNING AGENCY AGENDA ITEM

REQUESTED LPA MEETING DATE: February 7, 2011
Postponed from the January 19, 2011 LPA Meeting

SUBJECT: Ordinance No. 2011-02 – Large Scale Comprehensive Plan Amendment – 18.18± Acres of Property Located South of County Road 466 and West of Rolling Acres Road – Requesting to Change from Lake County - Urban Expansion to Town of Lady Lake - Commercial General - Retail Sales and Services (RET) – LPG Urban & Regional Planners on Behalf of Larry M. and Linda S. Phillips

DEPARTMENT: GROWTH MANAGEMENT

Please see Commission Agenda Packet Item #8 for supplemental materials.

STAFF RECOMMENDED MOTION:

Approval of Ordinance No. 2011-02 – Large Scale Comprehensive Plan Amendment – Requesting to Change from Lake County - Urban Expansion to Town of Lady Lake - Commercial General - Retail Sales and Services (RET)

Applicant, LPG Urban & Regional Planners, has filed an application on behalf of Larry M. and Linda S. Phillips; to amend the Future Land Use designation of property (AK# 1279844) located South of County Road 466 and West of Rolling Acres Road, which includes 18.18 ± acres currently in unincorporated Lake County, from Lake County Urban Expansion to Lady Lake Commercial General - Retail Sales and Services (RET).

The Large Scale Future Land Use Map Amendment application was received on November 1, 2010, and has been reviewed and determined to be complete satisfying the necessary criteria as required to meet the requirements of the Land Development Regulations (LDRs) as well as the adopted Comprehensive Plan. The applications are ready to be transmitted to the Florida Department of Community Affairs (DCA).

Notices to inform the surrounding property owners within 150' of the property of the proposed amendment were mailed by certified mail return receipt on Wednesday, December 22, 2010. The property was also posted Monday, December 30, 2010.

The property is proposed to be developed as a 221,358 square feet Planned Unit Development - commercial development.

Impact on Town Services

Potable Water-

- ♦ Potable Water Systems – CUP allocation of 1.188 million gpd (2012)
- ♦ Current water systems usage – 625,208 gpd (2010 average to date - November)
- ♦ Projected Demand of Development 31,108 gpd

Sewer -

- ♦ 400,000 gpd is maximum capacity for sanitary sewer plant
- ♦ Current sanitary sewer usage – 88,000± gpd
- ♦ Projected Demand of Development 22,888 gpd

Schools –

- ♦ Not factored for project – no foreseen impact of students.

Transportation –

- ♦ See attached Study Conclusions from Traffic Study

Parks & Recreation –

- ♦ Addition in population will not cause P&R Level of Service to be exceeded.

Stormwater –

- ♦ Project will be required to adhere to SJRWMD guidelines.

The applicant will be required to file a site plan(s) for any structures and obtain all necessary permits from outside agencies provided the large-scale comprehensive plan is approved for the property.

Applications have been reviewed and determined to be complete. The applicant has submitted all appropriate material in compliance with the Land Development Regulations (LDRs) and the application is ready for transmittal to the Town Commission. Additionally, the applications were reviewed and determined to be in compliance with the directives of the adopted Comprehensive Plan in accordance with the sought designation. A justification statement has also been included as part of the Large Scale Comprehensive Plan Amendment Application, which the applicant submitted for justifying why the future land use should be amended for the development proposed.

The subject property involving approximately 18.18 ± acres lies in Section 19, Township 18, Range 24 in Lake County, Florida. The Future Land Use of the adjacent properties is as follows:

Future Land Use

Subject Property	Lake County – Urban Expansion (Up to 4 du/ac)
Future Land Use of Adjacent Properties	
West	Lake County – Urban Expansion (Up to 4 du/ac)
East	Lake County – Urban Expansion (Up to 4 du/ac)
North	Lady Lake - Commercial General (RET) and Mixed Residential Medium Density (MR-MD Up to 8 du/acre)
South	Lake County – Urban Expansion (Up to 4 du/ac)

Public Hearings

The **Technical Review Committee (TRC)** reviewed the application for Ordinance 2011-02 at their regular meeting on January 4, 2011, and determined the application to be complete and ready for transmittal to the P&Z Board with a vote of 5-0.

At the January 10, 2011 meeting of the **Planning and Zoning Board**, the board recommended approval of Ordinance 2011-02 by a vote of 4-0.

The **Local Planning Agency** voted 5-0 to table Ordinance 2011-02 on Wednesday, January 19, 2011 to be considered at the February 7, 2011 meeting.

At the January 19, 2011 meeting, the **Town Commission** voted 5-0 to table Ordinance 2011-02 to be considered at the February 7, 2011 meeting. The second and final reading will occur after the Florida Department of Community Affairs (DCA) has reviewed the transmitted amendment.

FISCAL IMPACT: \$ 7,000 (Present Taxable Value)

Capital Budget Operating Other

ATTACHMENTS: Ordinance(s) Resolution Budget Resolution

Other

Support Documents/Contracts Available for Review in Manager's Office

DEPARTMENT HEAD

[Handwritten signature]

Submitted

2/1/2011

Date

FINANCE DEPARTMENT

Approved as to Budget Requirements

Date

TOWN ATTORNEY

Approved as to Form and Legality

Date

TOWN MANAGER

[Handwritten initials]

Approved Agenda Item for:

2/1/11

Date

2/1/11

BOARD ACTION: Approved as Recommended Disapproved

Tabled Indefinitely Continued to Date Certain

Approved with Modification