

**MINUTES OF THE SPECIAL MEETING
OF THE LADY LAKE TOWN COMMISSION
LADY LAKE, FLORIDA
February 18, 2015**

The Special Meeting of the Lady Lake Town Commission was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida with Mayor Ruth Kussard presiding. The meeting convened at 4:30 p.m.

1. CALL TO ORDER

- 2. ROLL CALL:** Tony Holden, Commissioner Ward 2
Dan Vincent, Commissioner Ward 3
Jim Richards, Commissioner Ward 5
Ruth Kussard, Mayor/Commissioner Ward 1

ABSENT: Paul Hannan, Commissioner Ward 4

STAFF MEMBERS PRESENT: Kris Kollgaard, Town Manager/Town Clerk; Thad Carroll, Growth Management Director; C.T. Eagle, Public Works Director; Wendy Then, Town Planner; Jeannine Michaud, Finance Director; and Nancy Slaton, Deputy Town Clerk

Others Present:

3. Public Comment

Mayor Kussard asked if there were any comments or questions. There were no comments or questions at this time.

Mayor Kussard announced that the presentation for agenda item #5 regarding Lady Lake Crossing Outparcel M would be heard first.

5. Conceptual Presentation for Lady Lake Crossing Outparcel M – Proposing Construction of a 4,500 Sq. Ft. Retail Building – Located at the Southwest Corner of N. Hwy 27/441 and Fennell Blvd. (Thad Carroll)

Growth Management Director Thad Carroll gave the background summary from the agenda item cover sheet which is on file in the Town Clerk's office. He stated that the applicant, SRK Lady Lake 43 & Associates, also known as The Benchmark Group, is the property owner of a 41-acre parcel located at the southeast corner of N. Hwy 27/441 and Fennell Boulevard, designated as Lady Lake Crossings. He stated that the property has the proper zoning designation of PUD-Planned Unit Development, which is governed under the Memorandum of Agreement (MOA) of Ordinance No. 2006-04.

Mr. Carroll reported that the Lady Lake Crossing Plaza recently completed the McDonald's restaurant and the developer has submitted plans to develop the 7-acre parcel into approximately 52,000 sq. ft. of retail space to be built into a three-tenant building to the rear. For the .65-acre outparcel located in between the McDonald's Restaurant and the Tire Kingdom Shop, the developer proposes a 4,000 sq. ft. retail building.

Mr. Carroll stated that at this time, the developer is ready to move forward with a proposal to develop the last outparcel (Outparcel M) as a 4,500 sq. ft. communication retail store. Prior to submitting the site plan application, the applicant would like to present the proposal as prepared to date and get the Commission's input. The following information was included in the packet:

- Planned Unit Development Memorandum of Agreement of Ord. No. 2006-04
- Architectural design exterior building elevations
- Conceptual Site Plan (pending, may be complete before the meeting)

The applicant is expected to submit all applications in accordance with the direction as provided by Town Commission to move forward with the process.

Mr. Carroll introduced Martin Dellebovi of The Benchmark Group, representing the applicant.

Mr. Dellebovi introduced himself and reviewed the conceptual plans for Outparcel M. He stated that the buildings for this parcel will incorporate all the same qualities as the other buildings they have built in this plaza to date. He stated that no variances are being requested at this time for signage as a monument sign will be erected on Hwy 27/441 as per code; although the retailer will be looking to have signage at a minimum on two signs of the building and may seek a variance for a sign on a third side if they feel they need that visibility at a later date.

Mr. Dellebovi stated that they are hoping to start construction sometime around mid-April and hope to turn the building over to the retailer at the end of August, with their opening sometime in November.

It was the consensus of the Commission that they were in favor of the Conceptual Presentation for Lady Lake Crossing Outparcel M – Proposing Construction of a 4,500 Sq. Ft. Retail Building – Located at the Southwest Corner of N. Hwy 27/441 and Fennell Blvd. as presented.

The original agenda order was then resumed.

4. Conceptual Presentation of the Citizen's First Bank Drive-Through Facility Major Site Plan – MJSP 01/15-004 – A Development Consisting of a 330 Sq. Ft. Financial Institution Building with the Provision of a Two Service Lane Drive-Through Facility – Located at 1105 Caballero Court (within The Villages Downtown Center in Spanish Springs (Thad Carroll)

Growth Management Director Thad Carroll gave the background summary from the agenda item cover sheet which is on file in the Town Clerk's office. He stated that the applicant, Martin L. Dzuro, on behalf of The Villages Operating Company, has re-submitted a Major Site Plan application for the construction of a Citizen's First Bank Drive-Through Facility to be located at 1105 Caballero Court, within The Villages Downtown Center in Spanish Springs (Alternate Key #3840565). He stated that the applicant proposes the construction of a 330 sq. ft. financial institution building with the provision a two-lane service drive-through facility. Mr. Carroll stated that the site plan was reviewed to determine if it is in compliance with the Land Development Regulations (LDRs) including parking, setbacks, landscaping, engineering, environmental protection and commercial design standards and was found to be compliant with all LDRs and codes, and staff recommends advancing this site plan for formal consideration.

Mr. Carroll stated that the subject property is approximately .30 +/- acres and is located within The Villages Center Planned Commercial Master Plan, also referenced as Spanish Springs. He stated

the property is currently vacant and is zoned “CP” Planned Commercial which permits development and construction of the proposed facility and is in accordance with the Memorandum of Agreement adopted by the Village Center and the Tri-County Villages Development of Regional Impact (DRI). He stated the requested use is consistent with the directives of the Comprehensive Plan and adopted Land Development Regulations.

Aerial views of the site and sketches of the proposed plans were shown, as were the proposed plantings. Mr. Carroll noted that the applicant has revamped the design to have the entrance come in off of Caballero on the southern side, and that all landscaping will be done in compliance with the codes. He noted three parking spaces will be removed as part of the application to allow for the turn radius for the drive-through.

Commercial Design Standards - The site plan and façade elevations for the Citizen’s First Bank-Drive-Through Facility were included in the packet.

In accordance with the Land Development Regulations, Chapter 20, Section 20-3C).3).A)., new buildings should adopt one of the four recommended architectural styles: Frame Vernacular, Craftsman/Bungalow, Mediterranean, or Mission.

Mr. Carroll noted that the Citizen’s First Bank Drive-Through Facility building features the Mission Architectural Style Design. The building exhibits:

- ✓ Mission shaped roof parapet
- ✓ Drive-through facility supported by large square piers
- ✓ Symmetrical façade
- ✓ Spanish tile roof
- ✓ Stucco finish on building exterior walls
- ✓ Mission style sconce (light fixtures) on facades
- ✓ Wide overhanging eaves
- ✓ Mission style doors and faux windows

Tree Requirements: In accordance with Chapter 10-Landscape and Tree Protection, the site is required to provide 48 tree caliper inches based on its .30-acre area (160’x .30). The landscaping tree proposal breakdown is as follows:

Existing trees to remain	48 tree caliper inches
Proposed canopy	44 tree caliper inches
Proposed understory & palms	<u>102</u> tree caliper inches
Total tree caliper inches	194 tree caliper inches

The applicant is providing significantly more than the required on-site tree caliper inches.

Mr. Carroll noted that three oaks trees measuring 35 inches, 26 inches, and 20 inches respectively will be removed; however, the applicant will be preserving an existing 40” historic oak tree on the subject parcel.

Mr. Carroll stated the application was received on January 15, 2015. The Technical Review Committee members individually reviewed the application on Thursday, February 5, 2014, and provided outstanding comments regarding the Site Plan application. The Town Commission is tentatively scheduled to consider the Site Plan application on Monday, March 2, 2015 at 6:00 p.m.

Mr. Carroll stated that Martin Dzuro as applicant is present, as is Jeff Head as engineer, if there are any questions.

Commissioner Holden commented that he is not enthused about this project and thinks there could be a better location for it. He stated the residents are not happy about losing some of the green space in this area.

- Ken Kincaid of 1402 Plantation Dr. asked how many parking spaces will be lost. He stated he is concerned about parking in the area and suggested adding more drive-through lanes to the other bank site down the street instead.

Mr. Carroll replied that three parking spaces will be lost and that parking is spread out in a variety of areas for the commercial center and is considered adequate as per the requirements of the town center.

Marty Dzuro of The Villages Operating Company commented that the whole town center of Spanish Springs is an aggregate parking area and they keep close tabs on the required number and provided number of parking with each plan submitted. He stated there is an excess of parking spaces at this time for the aggregate parking, and that many people consider there is not enough parking because it is not as close to the door they want to go to. Mr. Dzuro stated they believe that the drive-through will alleviate the need for some parking at this bank site.

Mr. Dzuro also commented on the green space, stating that the trees they are removing are diseased and they will be planting even more, and will be saving the large historic tree. He also stated that this is a commercial building area and was always proposed as such, and although it was nice that folks could use this as open space in the interim, it was always proposed for development and will continue to have green space around it.

Mr. Dzuro stated that the Commission expressed concerns regarding the traffic entering near the intersection on Caballero on the first submittal of plans for this drive-through facility. He stated it was suggested at that time that the entrance be moved and have it come through the parking lot off of Caballero, and this worked out well using two drive-through lanes. Mr. Dzuro stated there have been no variances requested and all codes have been met with this re-submittal.

It was the consensus of the Commission that they were in favor of advancement of the conceptual presentation of the Citizen's First Bank Drive-Through Facility Major Site Plan – MJSP 01/15-004 – A Development Consisting of a 330 Sq. Ft. Financial Institution Building with the Provision of a Two Service Lane Drive-Through Facility as presented by a vote of 3-1 (Kussard).

Mayor Kussard stated that she has heard from so many residents who are opposed to this, and as a result, is opposed to this plan.

6. Conceptual Presentation for the Sawmill Holdings, LLC Site – Proposing an RV Park Consisting of 185 Units – Located off of Hartsock Sawmill Road; Approximately 1,490 Lineal Feet East of the Intersection of S. Hwy 27/441 (Thad Carroll)

Growth Management Director Thad Carroll gave the background summary from the agenda item cover sheet which is on file in the Town Clerk's office. He stated that the applicant, Greg Beliveau with LPG Urban & Regional Planners, on behalf of property owner, Sawmill Holdings, LLC, would

like to present a conceptual development plan on a 52-acre parcel located at 3105 Hartsock Sawmill Road, approximately 1,500 feet east of S. Highway 27/441 (Alternate Key #1771358). The property was annexed into the town in April of 2006 and adopted a zoning designation of Lady Lake Single Family Medium Density "RS-6" under Ordinance No. 2006-44 as part of a project known as Lady Lake Landing, LLC.

Mr. Carroll stated that at this time, the applicant has been retained by Randy Bates, Manager of Sawmill Holdings, LLC, to receive input and comments from the Town Commission to direct and advise the applicant on the next step regarding changing the land use from Single Family Medium Density "RS-6" to Commercial Tourist "CT" to allow for a 185-unit RV park. He stated comparable zoning in the town is Recreation Plantation. The conceptual plan highlights a complete facility to include clubhouse, bath house, registration/office building, and park. The projected density for the plan is 3.56 units/acre with a typical RV lot size of 3,600 sq. ft. The lots will be individually sold for fee-simple ownership.

Mr. Carroll reviewed aerial photos and drawings of the property. He stated that even though parts of the parcel are within designated wetlands and special flood hazard areas, the development layout takes into account these environmentally sensitive areas and offers compensating storage accordingly. Following the rezoning, during the site plan process, all environmental regulations are to be reviewed for adherence to the Town's Code and applicable County, State, and Federal regulations.

Prior to submitting for large scale comprehensive plan amendment and rezoning applications, the applicant would like to seek community input and support with the understanding that the conceptual workshop only offers non-binding guidance. The following items were included in the packet:

- Introduction letter
- Conceptual Plan
- Aerial elevation

Mr. Carroll stated that Greg Beliveau with LPG is present to review the plans.

Mr. Beliveau introduced himself and reviewed the proposed plans and commented that the present zoning use is residential to include six units per acre, and the property is approximately 52 acres. He stated there are over 20 acres of wetlands within this site, mostly on the northeastern portion of the property. Mr. Beliveau stated that the proposed zoning change to an RV park would result in less density per acre, or three units per acre. He stated that they are proposing an upscale RV resort and would utilize the Town's water and sewer services and would utilize Hartsock Sawmill Road as the entranceway. Mr. Beliveau stated they believe this would be an improvement to the area and would include amenities such as a clubhouse that takes advantage of the wetland system. He stated that the RV park use for the property would be a less intense development than the current proposed use for residential development, and would be a positive impact to the area.

Commissioner Richards asked how the applicant plans to contend with the fact that approximately one third of the proposed RV lots are in the 100 year flood plain.

Mr. Beliveau replied that these lots are not for permanent structures and would be evacuated if the need arose.

Commissioner Holden asked what type of RVs will be allowed in the park and if there will be permanent structures allowed.

Mr. Beliveau replied that they will allow only Class A type units, or high-end RVs, and there will be no permanent structures.

Commissioner Vincent asked if there will be full-time residents. He confirmed that they are planning to utilize Town utilities. He asked about the distance and green areas between the lots.

Mr. Beliveau stated that it is too early in the planning stages to answer regarding full-time residents, but that there will be landscaping between the lots and other amenities to attract return stays from visitors.

Mayor Kussard asked if there will be a manager on site seven days per week.

Mr. Beliveau confirmed that there would be.

- Mariane Hartsock-Patten of 3040 Hartsock Sawmill Rd. expressed her concern about the use of this property which abuts her property. She stated this property was annexed into the Lady Lake town limits and zoned RS-6. She stated that she thought that you could not build within so many feet of wetlands.

Mr. Carroll replied that the Town's code provides for a 25' building setback from wetlands.

- Ms. Hartsock-Patten also expressed other concerns such as traffic would be going through her property to access the RV park, and noise from generators, etc. that would disturb the peacefulness of her property. She stated her property is already zoned for RVs. She also stated that Hartsock Sawmill Road is very narrow. She asked if the developers have planned for fire hydrants, more police and fire protection, and school impacts. Ms. Hartsock Patten asked why the property owners in the area were not notified of this proposed development.

Mr. Carroll replied that property owners were not notified because this is just a conceptual plan and the first step in the process. If this is approved and the applicant proceeds with the rezoning request, property owners within 150' feet of the site will be notified and the site will be posted as required.

Mr. Beliveau commented that the RVs would be plugging into electricity and there would be no generators. He stated that Ms. Hartsock-Patten's concerns would be magnified if the developer was proposing to build the allowable number of residential homes on this tract, between 200 to 300 units, under current zoning. He stated that the developer will be complying with all the required aspects such as fire hydrants and will be required to do a traffic study, which he estimates will be less with an RV park than with a standard subdivision. Mr. Beliveau stated they will do improvements to Hartsock Sawmill Road if required by the County regardless of what development option is picked, and there are no school impacts with this option.

Town Manager Kris Kollgaard suggested that the applicant/developer set up a meeting with the residents in the area to discuss their concerns.

- Ms. Hartsock-Patten spoke from the audience expressing more concerns regarding easements and access.

Mr. Carroll explained that the applicant will address these issues if the application is formally submitted, but that this is just a conceptual presentation for the proposed type of use.

Commissioner Holden asked how close the lots are to be from the property line and if the developer has proposed a buffer between the properties.

Mr. Beliveau replied they will have a buffer there, but the width of it has not been determined yet, but will comply with the Town's LDRs if they move forward with this project.

- Daniel Patten of 3040 Hartsock Sawmill Rd. stated that he and his neighbor maintain a portion of Hartsock Sawmill Road because it was just a dirt road, and they put down millings. He stated he was told by code enforcement that he was not allowed to bring his tractor trailer truck home because the road does not allow vehicles over 12,000 lbs. for parking. He asked how they would allow RVs in there to park.

Mr. Carroll confirmed that Mr. Patten's property is in the county, not within Town limits. As such, he stated the code enforcement issue is with the county, and if any improvements are required to be made to the road to allow RVs to use the road, the applicant would have to address them as part of their application if they move forward with the project.

Mr. Beliveau stated that they will have a meeting with the residents prior to submitting the application to the Town.

Commissioner Richards stated the issue at hand is the idea for an RV park in this area, and he is receptive to it. He stated that if there is no public easement, the applicant will need to do his homework regarding easements and public access, as the county may make them rebuild all of Hartsock Sawmill Road.

It was the consensus of the Commission that they were in favor of the Conceptual Presentation for the Sawmill Holdings, LLC Site – Proposing an RV Park Consisting of 185 Units – Located off of Hartsock Sawmill Road; Approximately 1,490 Lineal Feet East of the Intersection of S. Hwy 27/441 as presented.

7. Conceptual Presentation of Village Veranda at Lady Lake – Proposing a Facility to be Developed in Three Phases Including Three (3) Outparcels with Office and Clinic for a Total of 22,000 Sq. Ft. of Commercial Spaces, and a Proposed Multi-Story Building with 90 Assisted Living Units and 40 Memory Care Facility Units – Located on S. Hwy 27/441, Just North of the Too Your Health Spa (V) Project (Thad Carroll)

Growth Management Director Thad Carroll gave the background summary from the agenda item cover sheet which is on file in the Town Clerk's office. He stated that on October 20, 2014, applicant Gregory A. Beliveau with LPG Urban & Regional Planners, on behalf of Village Veranda at Lady Lake, LLC, submitted an application for a Major Site Plan proposing a facility including three outparcels with office and clinic space, and a proposed multi-story building for an assisted living and memory care facility to be erected along S. Highway 27/441 (Alternate Key #1699100). The site plan was reviewed to determine if it is in compliance with the Land Development Regulations (LDRs) including parking, setbacks, landscaping, engineering, environmental protection and commercial design standards.

Mr. Carroll reported the subject area is approximately 8.22 +/- acres and is located just north of the Too Your Health Spa (V) project, approximately 260 lineal feet north of the intersection of Hartsock Sawmill Road and S. Highway 27/441. The property is zoned "CP" (Planned Commercial), which permits development and construction of the proposed improvements in accordance with the adopted CP Memorandum of Agreement of Ordinance No. 2013-06. The requested uses are consistent with the directives of the Comprehensive Plan, adopted Land Development Regulations, and Ordinance No. 2013-06.

Commercial Design Standards: The site plan and façade elevations for the Village Veranda at Lady Lake facility were included in the packet. In accordance with the Land Development Regulations, Chapter 20, Section 20-3C).3).A)., new buildings should adopt one of the four recommended architectural styles: Frame Vernacular, Craftsman/Bungalow, Mediterranean, or Mission. The Village Veranda at Lady Lake Facility building features the Frame Vernacular Style Design. The building exhibits:

- ✓ Steep pitched seam metal roof
- ✓ Five bay pattern along the front of the elevations
- ✓ Multi-pane sash windows
- ✓ Multi-floor windows align with first floor windows
- ✓ Wide overhanging towers
- ✓ Door entrance offset
- ✓ Pastel family colors for building exterior walls

As per Chapter 20, Section 20-3C).6).A)., glass shall be transparent; reflective glass will be defined as having a visible light reflectance rating of 15% or greater and darkly tinted glass windows include glass with a visible light transmittance rating of 35 or less.

Mr. Carroll reported that the applicant is requesting one waiver from glass transparency requirements. He stated the applicant's justification states that this use requires privacy to the residents of the units and if the proper reflective glass is not provided, this is not achieved. It also states that they have a use for ACLF and ALF and patient care as well, so privacy is very important in what they have to maintain. In short, the glass will be tinted for privacy, energy efficiency, and to control heat gain.

The elevation drawings and landscaping plan were shown, as well as photos depicting the type of plant materials proposed for the project.

Tree Requirements: In accordance with Chapter 10-Landscape and Tree Protection, the site is required to provide 1315.2 tree caliper inches based on its .822-acre area (160"x 8.22). The landscaping tree proposal breakdown is as follows:

Existing trees to remain	1526 tree caliper inches
Proposed canopy & understory trees	<u>542</u> tree caliper inches
Total tree caliper inches	2068 tree caliper inches

Mr. Carroll noted that the applicant is providing significantly more than the required on-site tree caliper inches. It was noted that no historic trees will be removed for this development.

Mr. Carroll stated the application was received on October 20, 2014. The Technical Review Committee members individually reviewed the application on Thursday, February 5, 2014, and

provided outstanding comments regarding the Site Plan application. The Town Commission is tentatively scheduled to consider the Site Plan application on Monday, March 2, 2015 at 6:00 p.m.

Mr. Carroll turned the presentation over to Mr. Beliveau.

Mr. Beliveau reviewed highlights of the project, reiterating that the only variance requested is for the privacy glass for the residents. He stated that this project has a connection to the spa next door per the memorandum of agreement, and they will be connecting to the spa's lift station for ease of access for sewer, but will be connecting to water from Highway 27/441. He stated they went with the vernacular architectural design after a request by staff to do something different. Mr. Beliveau stated that market studies show that the need for assisted living facilities in this area is awesome.

Mayor Kussard noted that there were commercial spaces available in addition to the assisted living and memory facilities. She asked Mr. Beliveau whether it would be for doctor's offices or retail.

Mr. Beliveau replied that the commercial buildings would strictly be medical (and adult day care) to augment the facility, and that there would be no retail.

Mr. Beliveau presented some three dimensional renderings of the project site and building elevations, which showed more detail and perspective.

Mayor Kussard confirmed with Mr. Beliveau that the memory care facility would be locked.

Commissioner Holden stated he liked this development and agreed there was a need for it, but voiced his concern regarding there not being an access road. He stated this is a perfect reason why the Town needs an ordinance regarding access roads as there should have been one from Hartsock Sawmill Road for both the spa and property to be developed to the north of it. He stated this is a problem as there will be a lot of traffic coming off of a six lane divided highway.

Mr. Carroll responded that per the development agreement by the owner of the Too Your Health Spa, he has provided a 24 ft. access prior to the construction of phase three and an access easement is available for passage to keep people off the highway.

It was the consensus of the Commission that they were in favor of the Conceptual Presentation of Village Veranda at Lady Lake – Proposing a Facility to be Developed in Three Phases Including Three (3) Outparcels with Office and Clinic for a Total of 22,000 Sq. Ft. of Commercial Spaces, and a Proposed Multi-Story Building with 90 Assisted Living Units and 40 Memory Care Facility Units – Located on S. Hwy 27/441, Just North of the Too Your Health Spa (V) Project as presented.

8. ADJOURN: There being no further discussion; the meeting was adjourned at 5:28 p.m.

Kristen Kollgaard, Town Clerk

Ruth Kussard, Mayor

Minutes transcribed by Nancy Slaton, Deputy Town Clerk