

**MINUTES OF THE REGULAR MEETING
OF THE TECHNICAL REVIEW COMMITTEE
LADY LAKE, FLORIDA
February 4, 2014**

The Technical Review Committee meeting was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida at 10:00 a.m.

MEMBERS PRESENT: Thad Carroll, Growth Management Director; Wendy Then, Town Planner; Thomas (Butch) Goodman, Utilities Supervisor; Mark Jones, Building Official; and Lt. Vernon Wherry, Lady Lake Police

Members Absent: Police Chief Chris McKinstry

STAFF PRESENT: Julia Wolfe, Staff Assistant to Town Clerk

Also Present: Commissioner Paul Hannan

The meeting was called to order by Thad Carroll, Growth Management Director/Chairperson.

1. Roll Call

2. Public Comments:

Chairperson Carroll asked if there were any comments from the audience. There were no comments.

3. Approval of Minutes: January 7, 2014

Upon a motion by Mark Jones and seconded by Lt. Vernon Wherry, the Technical Review Committee approved the minutes as presented for the January 7, 2014 meeting by a vote of 5-0.

4. Hilltop Subdivision – Preliminary Plat - Preliminary Plat of a 94 Unit Single-Family Residential Subdivision on 44.43 +/-Acres – Located on Griffin Avenue Approximately 5,650 Ft. East of the Intersection at County Road 25 (Wendy Then)

Wendy Then, Town Planner, presented the background summary for this agenda item (on file in the Town Clerk's office). She stated the applicant, Milton Jennings, President of Hilltop Manors, Inc., has submitted plans for Preliminary Plat Approval of a subdivision which proposes the construction of 94 single-family residential units on approximately 44.43 acres. She stated the property is located on Griffin Avenue approximately 5,650 ft. east of the intersection at County Road 25 (Alternate Keys 1238277, 1770483, and 1238111). The Preliminary Plat was reviewed to determine if it is in compliance with the Land Development Regulations (LDRs).

Ms. Then stated the following items are included in the packet:

1. Preliminary Plan Review completed by Public Works dated 12/6/2013 and 01/29/2014 (Satisfied).
2. Fire Review No. 3 for the Preliminary Plat completed by Kerry Barnett dated 01/30/2014.
3. Review No. 3 for Preliminary Plat completed by Neel-Schaffer Engineering, dated 01/30/2014.

4. Lake County Public Works Review completed by Ross Pluta dated 12/5/2013.
5. Lake County School District-School Concurrency Review by Dawn McDonald dated 12/5/2013.
6. Lake Sumter MPO Traffic Analysis review dated 12/4/2013.
7. Lady Lake Building Official comments dated January 29, 2014.

Ms. Then stated the property's Future Land Use designation is Single Family Medium Density (SF-MD). She stated the Zoning designation is Planned Unit Development (PUD) with the Memorandum of Agreement Ordinance No.2013-02 establishing Residential Single Family up to six dwelling units per acre.

Ms. Then stated the Preliminary Plan meets the design requirements of the Town of Lady Lake Land Development Regulations, Chapter 8 – Subdivision and Plats, and adheres to the requirements of the Comprehensive Plan of the Town of Lady Lake. She stated the preliminary plat plans, consisting of five sheets, are drawn on 24"x36" pages and have been certified by Donald A. Griffey, Professional Engineer of Griffey Engineering for Jennings Construction Services Corporation.

Ms. Then stated the comments for this application are as follows:

- 1) The Hilltop Subdivision proposes not to connect to Town's Sewer, Water, and Reuse; therefore, Utility Plans will be submitted in the subsequent Improvement Plan application.
- 2) In accordance with Chapter 8, Section 8-6).e.), the applicant shall submit copies of all jurisdictional agency approved permits and/or Exemption Letters (when applicable), including:
 - Lake County Right-of-Way Utilization Permit
 - DEP Water Well Permits
 - St. John's River Water Management District ER Permit
 - Florida Fish & Wildlife Permit to relocate Gopher tortoises off-site
 - Drafts of protective covenants
- 3) The applicant will be required to submit the Covenants and Articles of Home Owner's Association for the subdivision.
- 4) Designate the required Open Space area for the playground activity-based recreation facilities to meet the 5% and be noted on the plat.

Ms. Then stated the Preliminary Plat is ready to be sent to the Planning & Zoning Board scheduled for Monday, February 10, 2014. Upon recommendation of the Planning and Zoning Board, the Preliminary Plat will be considered by the Town Commission for approval or denial.

Preliminary Plat approval does not permit the construction of any improvements; therefore, upon approval of Preliminary Plat, improvement plans have to be submitted and approved with development order prior to construction.

Ms. Then stated the applicant is present to answer any questions.

Mr. Don Griffey, with Griffey Engineering, acknowledged the additional comments. He asked if the 5% needs to be modified on the Preliminary Plat or the Improvement Plan on the next submittal.

Ms. Then replied the additional plans could be revised to reflect the changes to the Preliminary Plat approval plans before the Town Commission meeting.

Mr. Griffey clarified that more plans are needed before the Town Commission meeting.

Ms. Then replied that was correct.

Mr. Carroll stated the plans will be needed before final Commission approval. He stated that according to the data table, the acreage is there and asked that the activity based recreation information be reflected in the data table.

Mr. Griffey asked if the exercise trail would qualify as active recreation and if it would be included in the information.

Mr. Carroll replied that the applicant has a trail, cabana, and pocket parks, and asked that the applicant calculate the square footage again and define it in the table.

Ms. Then stated staff has the necessary plans for the Planning and Zoning Board meeting, but additional plans are needed before the Town Commission meeting and staff will provide the number of sets that are needed for distribution.

Mr. Griffey clarified that the Planning and Zoning Board meeting is scheduled for February 10, 2014.

Ms. Then replied the meeting is Monday, February 10, 2014 at 6:00 p.m.

Upon a motion by Mark Jones and seconded by Lt. Vernon Wherry, the Technical Review Committee approved the transmittal of the Preliminary Plat for Hilltop Subdivision to the Town Commission for their consideration, by a vote of 5-0.

5. Ordinance No. 2014-03 – Minor Amendment to The Tri-County Villages Development of Regional Impact – Adopting an Eighth Amendment to the Amended Development Order to Add a 94 Bed Assisted Living Facility to the DRI and Remove 7,550 Sq. Ft. of Commercial Entitlements (Thad Carroll)

Thad Carroll, Growth Management Director, gave a brief summary of the agenda item (on file in the Town Clerk's office). The applicant, Villages of Lake-Sumter, Inc., has submitted an application for a minor amendment to the Tri-County Villages of Lake Development of Regional Impact (DRI) development order. The DRI Development Order must be amended to add 94 ALF beds since the Assisted Living Facility is currently not permitted in the DRI. The Villages proposes a reduction of 7,550 sq. ft. of commercial entitlements currently entitled on this site to ensure there is no increase in impacts from the change.

The ALF campus is to be located in the Spanish Springs area, within the Town Center Commercial area inside of Avenida Central and U.S. Highway 27/441. The campus will consist, more specifically, of approximately 94 ALF beds containing ALF and Memory Care beds with accessory uses such as a dining room, a cafeteria and other amenities. The proposed ALF campus is compatible with the surrounding area. The Town Center Commercial category in the DRI is being amended to permit the ALF use by amending the Phase Allocation table to identify ALF as a permitted use in the Town Center Commercial category. The Town of Lady Lake Comprehensive Plan and Zoning Designation of the property already permit the use of Assisted Living Facilities.

In accordance with Florida Statute 380.06(19) (e) 2, a local government can approve the amendment based on their local approval process. However, courtesy copies of the proposed amendment have been provided, under separate cover, to the East Central Florida Regional Planning Council (ECFRPC), Withlacoochee Regional Planning Council (WRPC) and the Florida Department of Economic Opportunity (DEO). The statute does require that a copy of the adopted amendment be submitted to the ECFRPC, WRPC and DEO pursuant to Section 380.06(19) (e) 2. F.S.

Mr. Carroll stated the following items are included in the packet:

Traffic: The addition of 94 ALF beds while decreasing 7,550 sq. ft. of commercial results in no increase in projected external vehicle traffic; this is demonstrated in the attached transportation analysis provided by Kimley Horn. The analysis determines that according to the 9th edition of the ITE Trip Generation Manual, the 94 ALF beds would generate 28 pm peak hour trips and 284 trips per day. To ensure the project is trip-neutral, meaning no additional external trips are generated, the traffic analysis concludes that a reduction of 7,550 sq. ft. of commercial is needed.

Mr. Carroll stated Table H-1 which reflects the change and the map depicting the Town Center area where the improvement will be established is also included in the packet. He stated staff does not have the look of the facility, exact location, or any of those elements regarding specific plans. He stated it is an amendment being brought before the Board to be considered by the Town to decide whether to pass it on to subsequent meetings. Mr. Carroll stated the application constitutes an E2 change based on the impact of the development as proposed to the prior 7,550 sq. ft. development. He asked Darrin Taylor if he would like to elaborate more on the project.

Mr. Darrin Taylor with Carlton Fields and Jordan Burt Attorney at Law representing The Villages approached the podium. He stated the change was proposed only for the DRI Development Order, and the area is identified as commercial on the map, but did not specifically identify Assisted Living Facility. He stated there is no inconsistency with the Comprehensive Plan because the Town allows Assisted Living Facility in that location. He stated they did not think to mention the Assisted Living Facility at the point the DRI was originally approved.

Mr. Taylor stated under the old law, it would have been a regular notice of proposed change, but the law changed two years ago. He stated if the change is not reducing any conservation land or increasing traffic, then it is considered an E2 change which means it is a minor change. Mr. Taylor stated the State made a finding that it is not a standard deviation and they have a letter which states the Department agrees with the State. He stated he spoke with Anna Richmond with the Department about the E2 change and she had no concerns. He clarified that at the site plan phase, the Board would consider the exact location and the detail with consistency with the codes.

Mr. Carroll clarified that the Department Mr. Taylor referenced was the Department of Economic Opportunity (DEO).

Mr. Taylor replied that was correct.

Mr. Carroll noted the following:

Open Space: The amendment would also not reduce conservation lands or open space in the DRI. All of the subject property is designated as Town Center Commercial on the DRI Master Plan and none of the subject property is classified as Open Space or Conservation within the DRI. There are lands designated as Open Space and Conservation within the DRI but those lands are not impacted by this change.

Other Impacts: This amendment will have no impact to the Town's Water and Sewer Utilities, as these Town services are not provided to the Villages properties. In addition, no impacts to schools, parks and recreation, or library services will occur as a result of approval of the proposed amendment.

Based upon the evaluation of the justification as provided above, this amendment meets the criteria in s.380.06(19)(e)2.k. because the amendment 1) does not generate an increase in external vehicle trips, and 2) the amendment does not reduce any approved open space or conservation areas in the DRI. The applicant has provided the Department's determination letter with the application.

Mr. Carroll stated the tentative public hearing dates are scheduled as follows: The Planning and Zoning Board is tentatively scheduled to consider Ordinance No. 2014-03 at their regular meeting on Monday, February 10, 2014. The Town Commission is scheduled to consider Ordinance No. 2014-03 at first reading on Monday, March 3, 2014. Second and final reading is tentatively scheduled for Monday, March 17, 2014.

Upon a motion by Wendy Then and seconded by Mark Jones, the Technical Review Committee approved the transmittal of Ordinance No. 2014-03 to the Planning & Zoning Board for their consideration by a vote of 5-0.

6. Chairperson/Members' Report:

Growth Management Director Thad Carroll asked if there were any comments or reports. There were none.

7. Adjourn:

With nothing further to discuss or report, the meeting was adjourned at 10:15 a.m.

Julia Wolfe
Staff Assistant to the Town Clerk

Thad Carroll
Growth Management Director