

**MINUTES OF THE REGULAR MEETING  
OF THE TECHNICAL REVIEW COMMITTEE  
LADY LAKE, FLORIDA  
July 2, 2013**

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; Joe Crum, Building Official; and Lt. Jason Brough, Lady Lake Police

**Members Absent:** Police Chief Chris McKinstry

**STAFF PRESENT:** Julia Wolfe, Staff Assistant to Town Clerk

**Also Present:** Jeffrey Head, Farner Barley and Associates, Inc.

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

**1. Approval of Minutes: June 18, 2013**

*Upon a motion by Joe Crum and seconded by Lt. Jason Brough, the Technical Review Committee approved the minutes as presented for the June 18, 2013 meeting, by a vote of 5-0.*

**2. Major Modification to Church on the Square-MJM 06/13-001 – The Villages Operating Company/Abundant Life Ministries, Inc. – Providing for 24,058 Sq. Ft. of Asphalt and Concrete Area, a 20,700 Sq. Ft. Building Expansion, Parking Reconfiguration, and Landscaping Improvements for the Church on the Square Site Located at the Spanish Springs Town Square – 1051 Main Street (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, The Villages Operating Company, property owner, has submitted a Major Modification to the Site Plan as per Town of Lady Lake Land Development Regulations, Chapter 7, Section 11.b.1, where a 10% or more change in the project acreage or square footage requires the submittal and approval of a Major Modification application. She stated the proposed project includes 24,058 sq. ft. of asphalt and concrete area, a building expansion, parking reconfiguration, and landscaping improvements for the Church on the Square Site located at the Spanish Springs Town Square, referenced by address 1051 Main Street. The property is zoned Planned Commercial (CP) and the Future Land Use Map designation for the site is Commercial General Retail Sales and Services (RET); which is consistent with directives of the Comprehensive Plan.

Ms. Then stated the site plan modification engineering plans have been drawn and certified by Jeffrey Allen Head, Professional Engineer with Farner Barley and Associates, Inc., dated June 7, 2013, and John Olters, Registered Landscape Architect with Michael Pape & Associates, P.A., dated June 7, 2013.

Ms. Then stated the proposed improvements include the following:

- 20,700 sq. ft. of new building addition area to be constructed along the east elevation for the existing 12,665 sq. ft. House of Worship; adding 455 additional seats for a total of 1,052 seats.
- 24,058 sq. ft. of asphalt and concrete area, for which new impervious area will consist of approximately 11,266 sq. ft. or .26 acres of the 2.83 acre parcel.
- Parking Reconfiguration to accommodate ten (10) ADA Florida Accessible parking spaces.
- Landscaping improvements:
  - Removal of twenty-six (26) trees
    - Four (4) Live Oak trees
    - Three (3) Laurel Oak tree
    - Thirteen (13) Crape Myrtle trees
    - Three (3) Bradford Pear trees
    - Three (3) palms trees
  - Landscaping Plant Schedule along the building expansion and parking landscaping islands:
    - Seven (7) Live Oak trees
    - Seventeen (17) Sabal Palm trees
    - Two (2) Wild Date Palm trees
    - Two (2) Crape Myrtle trees
    - Eleven (11) Podocarpus
    - And many others shrubs and groundcovers

Ms. Then stated reviews were completed for the Town by Town staff and The Villages Fire Department. Attached are following items in the packet:

1. Fire Review comments for the general site development completed by The Villages Fire Department, dated 06/12/13.
2. Review comments for the site plan completed by Town Engineer, dated 06/18/13.
3. Response to Fire Comments and Town Engineer Comments by applicant dated 06/21/13.
4. Review Comments for the site plan completed by Building Official for Florida Accessibility Compliance, dated 06/17/13.
5. Traffic Analysis Correspondence by Kimley-Horn and Associates, dated 06/17/13.

Ms. Then stated the Church on the Square at the Village Center Downtown/Spanish Springs permitting has been submitted to the St. John's River Water Management District (SJRWMD) as required per rule 40C-42.0225 in that the project meets the thresholds of substantial new concrete and is currently under review and as of today, staff has not received a response. Ms. Then stated Town staff has received confirmation from the applicant's transportation engineering company, Kimley-Horn and Associates, that a traffic generation analysis has already been conducted and mitigated as part of the extensive previous Development Retail Impact (DRI) analyses and annual report addressing trip generation impacts by The Villages for on-site attractions such as the Church on the Square. She stated the letter indicates that their analyses has adequately accounted for the traffic impacts from the Church on the Square as well as any

expansions.

Ms. Then stated in addressing the comments, the applicant has indicated that the proposed improvements will be completed consistent with certain construction practices that have been historically established by The Villages such as the use of exposed aggregate for detectable warning (rather than using truncated domes as per FDOT standards), and using trench curb details rather than FDOT Type D or Type F curb. She stated the applicant will comply with all established requirements by the National Pollutant Discharge Elimination System (NPDES) for illicit discharge of storm water discharge. Ms. Then stated the applicant has met all requirements of the Land Development Regulations (LDRs) for site plan submittal per Chapter 7 of the Land Development Regulations, as well as meeting Chapter 10 – Landscaping & Tree Protection. Ms. Then stated Town staff has not reviewed Chapter 20 in regards to Commercial Design Standards. She stated it has been indicated by the applicant that the expansion will be consistent with the existing building in terms of the elevations.

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

Ms. Then stated the tentative date for this item to go before the next Town Commission is Monday, July 15, 2013, upon receipt of the St. John's River Water Management District (SJRWMD) Permit Modification/exemption for the Church on the Square Building Expansion project.

Mr. Carroll asked if there were any questions. He stated all comments are satisfied at staff level and the only outstanding issue is the St. John's River Water Management District (SJRWMD) permit, as well as a review of the elevations. He commented that would probably come back favorable if it is consistency with the design that already exists. Mr. Carroll asked if Mr. Head had an anticipated receipt time for the permit and if he has had any conversation with SJRWMD that would indicate when staff would receive the permit.

Mr. Jeffrey Head approached the podium. He replied they have not received anything from SJRWMD, but he does have the building elevations, and would send Town staff a copy in whatever format they prefer.

Mr. Carroll stated the application does not need to come back before the Technical Review Committee at this time as long as staff receives the SJRWMD permit. He stated Town staff needs the information by July 8<sup>th</sup> in order to schedule the application for the next Commission meeting.

Ms. Then commented the information needs to be submitted by July 8<sup>th</sup> so the packets can be distributed to the Town Commission members.

Mr. Carroll stated there is a possibility the application can tentatively go forward to the Town Commission on July 15<sup>th</sup> with a complete packet, which would include the SJRWMD permit.

Mr. Head stated he is planning on talking with SJRWMD and hopefully he could get something to keep the project on schedule. He stated they are planning on getting the response, revised plans and the elevations in this week.

Mr. Carroll asked if there were any others questions or concerns regarding this application.

Joe Crum, Building Official, noted there will be a threshold inspection required at the building permit stage.

Mr. Head asked when they can start construction site work if all the information is submitted and the Town Commission approves the application on July 15<sup>th</sup>.

Ms. Then replied a development order can be issued within five business days from the approval of the site plan before Town Commission. She stated site construction can commence in terms of site preparations, but any building related issues will need to be deferred until a building permit has been approved and issued by the Building Department.

Mr. Head replied he understood and that they wanted to start the site work for the building.

Ms. Then stated the worst case scenario; if staff does not receive a SJRWMD letter by July 15<sup>th</sup>, the next available meeting will be August 5<sup>th</sup> and a development order can be expedited to accommodate whatever construction schedule the applicant is trying to make happen.

Joe Crum made a motion to send the Major Modification to the Town Council for their consideration.

Growth Management Director Thad Carroll asked that the motion be re-phrased.

Joe Crum re-phrased the motion.

*Upon a motion by Joe Crum and seconded by Lt. Jason Brough, the Technical Review Committee approved the transmittal of the Major Modification to the Town Commission for their consideration pending the receipt of the SJRWMD permit and elevations review, by a vote of 5-0.*

### **3. Chairperson/Members' Report:**

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

### **4. Adjourn:**

*With nothing further to discuss or report, the meeting was adjourned at 10:11 a.m.*

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Julia Wolfe  
Staff Assistant to the Town Clerk

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Thad Carroll  
Growth Management Director