



REGULAR MEETING OF THE LADY LAKE LOCAL PLANNING AGENCY

DATE: Monday, May 2, 2016
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: Ruth Kussard, Mayor/Chairperson

ROLL CALL

PUBLIC COMMENT

NEW BUSINESS:

1. **Approval of Minutes** – March 7, 2016 (Pg. 2)
2. **Ordinance No. 2016-12** – Small Scale Future Land Use Comprehensive Plan Amendment – The Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness – from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density for Five Lots Consisting of Approximately 0.64 +/- Acres of Land, Referenced by Alternate Keys 1482461, 2717963, 2717831, 2665947, 1483921 (Thad Carroll) (Pg. 6)
3. **Ordinance No. 2016-14** – Large Scale Future Land Use Comprehensive Plan Amendment – Lady Lake Inc. – from Lady Lake Mixed Residential Medium Density (MR-MD) to Lady Lake Commercial Tourist (CT) for Property Being 29.43 ± Acres of Land – Located At 609 Highway 466, Being North of Highway 466, West of North Clay Avenue, and East of Rolling Acres Road (Thad Carroll) (Pg. 10)

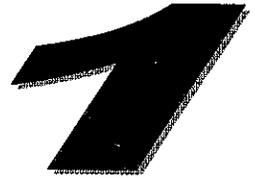
ADJOURN

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.

NS/Word/Town Clerk/Agendas/Local Planning Agency Meeting – 5/2/16

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**MINUTES OF
THE LOCAL PLANNING AGENCY
LADY LAKE, FLORIDA
March 7, 2016**



The Local Planning Agency Meeting was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida with Chairperson Ruth Kussard presiding. The meeting convened at 5:45 p.m.

CALL TO ORDER: Chairperson/Member Ruth Kussard

ROLL CALL: Member Tony Holden
Member Dan Vincent
Member Jim Richards
Chairperson/Member Ruth Kussard

ABSENT: Member Paul Hannan

STAFF MEMBERS PRESENT: Kris Kollgaard, Town Manager/Town Clerk; Derek Schroth, Town Attorney; Thad Carroll, Growth Management Director; C.T. Eagle, Public Works Director; John Pearl, IT Director; Wendy Then, Town Planner; Michelle Bilbrey, Code Enforcement Officer; Cheyenne Kemp, Growth Management Tech; Carol Osborne, Staff Assistant to Town Clerk; and Nancy Slaton, Deputy Town Clerk

PUBLIC COMMENT: Chairperson/Member Kussard asked if there were any comments from the audience. There were no comments.

NEW BUSINESS:

1. Introduction of New Employees

Town Manager Kris Kollgaard introduced Carol Osborne as a new member of the Clerk's Office (Staff Assistant). She stated she has had previous experience with a Village in Northeast Ohio.

Growth Management Director Thad Carroll introduced Michelle Bilbrey as the Town's new Code Enforcement Officer. He stated she previously worked for Lake County in their Public Works Department, and also worked with the City of Tavares and has some code experience regarding certifications.

Mr. Carroll also introduced Cheyenne Kemp as the new part-time Growth Management Technician. He stated she has a variety of experience in permitting, and was a former Code Enforcement officer, and is helping out with building, planning and code enforcement.

The new employees were welcomed by the Commissioners.

2. Approval of Minutes: February 1, 2016 Local Planning Agency Meeting (on file in the Town Clerk's office)

1 *Upon a motion by Member Richards and seconded by Member Holden, the Local Planning*
2 *Agency members approved the minutes of the February 1, 2016 meeting as presented by a vote*
3 *of 4 to 0.*

4
5 **3. Ordinance No. 2016-09 – Small Scale Future Land Use CP Amendment – Daniel**
6 **O’Neil LLC & Prank Dejsubha – Small Scale Future Land Use Comprehensive Plan**
7 **Amendment from Lake County Medium Urban Density to Lady Lake Manufactured**
8 **Home High Density for Four Lots Consisting of Approximately .59 +/- Acres of Land which**
9 **are Located within Orange Blossom Gardens Unit 1, within Lake County, Florida**
10 **(Alternate Keys 1482496, 1482208, 1482551, and 1768039) (Thad Carroll)**

11
12 Growth Management Director Thad Carroll gave the background summary for this agenda item
13 (on file in the Town Clerk's office). He stated that the applicant, Daniel O’Neil, on behalf of the
14 Daniel O’Neil LLC and Prank Dejsubha, has filed applications to annex properties consisting of
15 four lots located north of Griffin Avenue and northeast of North US Highway 27/441 within
16 Orange Blossom Gardens Subdivision Unit 1. The small scale amendment application involves
17 0.59 +/- acres of property proposing a change from Lake County Medium Urban Density to Lady
18 Lake- Manufactured Home High Density (MH-HD). Mr. Carroll stated that staff recommends
19 approval of the ordinance.

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21 A map of the subject property, the Future Land Use map, and photos of the posting of the
22 properties were shown.

23
24 The four lots are spread out along two different roads and include the following addresses:

- 25
26
 - 1016 Aloha Way - Lot 79
 - 1005 Aloha Way - Lot 37
 - 1305 Teakwood Lane - Lot 91
 - 1311 Teakwood Lane - Lot 94

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31 Mr. Carroll remarked that this is the first enclave submission that has not been submitted by The
32 Villages; this is an application by a private party, although the requested uses are the same as the
33 prior submissions. He stated the applicant’s intent is to redevelop the properties as conventional
34 homes and the timeline for this is unknown at this time.

35
36 Concurrency Determination Statement: The applicant wants to remove the existing
37 manufactured homes on the above mentioned lots and would like to construct similar size
38 conventional site built homes. There will be no increase in services, traffic, population or
39 recreation as a result, as shown below.

40
41 Mr. Carroll reviewed the impact on Town services as follows:

42
43 Potable Water – No impact, lots are served by the Village Center Community Development
44 District Central Water System.

45
46 Sewer – No impact, lots are served by the Village Center Community Development District
47 Central Sewer System.

48
49 Schools – Not factored for project – no foreseen impact of students as the project is located
50 within an active adult retirement community.

1
2 Transportation – No impact, the existing home will be replaced with a new home. There will be
3 no change in average daily trip generation.
4

5 Parks & Recreation – The annexation, small scale future land use amendment, and the rezoning
6 applications will not cause P&R Level of Service to be exceeded since the project is for the
7 replacement of existing homes. Additionally, the Villages provides its residents with all Park
8 and Recreation Amenities.
9

10 Stormwater – Project will be required to adhere to SJRWMD guidelines and of Town of Lady
11 Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.
12

13 The applications have been reviewed and determined to be complete. The applicant has
14 submitted all appropriate material in compliance with the Land Development Regulations
15 (LDRs) and the application is ready for transmittal to the Town Commission. Additionally, the
16 application was reviewed and determined to be in compliance with the directives of the adopted
17 Comprehensive Plan in accordance with the sought designation. A Concurrency Determination
18 Statement has also been included as part of the Small Scale Comprehensive Plan Amendment
19 application, which the applicant submitted to explain expected impacts on Town services.
20

21 The subject properties involve approximately 0.59 ± acres and lie in Section 06, Township 18
22 South, Range 24 East, in Lake County, Florida. The Future Land Use of the adjacent properties
23 is as follows:
24

Future Land Use

Subject Properties	Lake County Medium Urban Density
Future Land Use of Adjacent Properties	
West	Lake County – Medium Urban Density & Lady Lake- Manufactured Home High Density (MH-HD)
East	Lake County – Medium Urban Density
North	Lake County – Medium Urban Density & Lady Lake- Manufactured Home High Density (MH-HD)
South	Lake County – Medium Urban Density & Lady Lake- Manufactured Home High Density (MH-HD)

25
26 Comments:
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28 1) Annexation and Rezoning applications have been submitted concurrently with this Small
29 Scale Future Land Use Amendment application.
30

31 2) The project will be required to adhere to St. John’s River Water Management District
32 guidelines and the Town of Lady Lake Floodplain Management Ordinance for parcels within
33 Special Flood Hazard Areas.
34

35 Mr. Carroll reported that the Small Scale Future Land Use Map Amendment application was
36 received on Monday, January 4, 2016, and has been reviewed and determined to be complete,
37 satisfying the necessary criteria as required to meet the requirements of the Land Development
38 Regulations (LDRs). It also meets the requirements of the adopted Comprehensive Plan, and is
39 ready for transmittal to the Town Commission.
40

**Local Planning Agency Meeting
March 7, 2016**

1 Mr. Carroll reported that notices to inform the surrounding property owners (45) within 150' of
2 the property of the proposed annexation were mailed on Thursday, January 28, 2016, and the
3 properties were posted Monday, February 1, 2016. He stated that no letters of objection or
4 support have been received to date.

5
6 Mr. Carroll stated that the Technical Review Committee (TRC) members individually reviewed
7 the application for Ordinance No. 2016-09, provided comments by January 14, 2016, and
8 determined the application to be complete and ready for transmittal to the Planning and Zoning
9 Board. At the February 8, 2016 meeting, the Planning and Zoning Board recommended approval
10 of Ordinance No. 2016-09 by a vote of 4-0. The Town Commission is scheduled to consider
11 Ordinance No. 2016-09 for its second/final reading on Monday, March 21, 2016 at 6:00 p.m.

12
13 Mr. Carroll stated that Mr. O'Neil is present if there are any questions.

14
15 Chairperson/Member Kussard asked Mr. O'Neil if he has a timeline for the conversion. She also
16 asked if the homes that are currently on these properties will be demolished or relocated.

17
18 Mr. O'Neil replied that he does not have timeline. He stated that he is not sure what he will be
19 doing with the current homes as they will be a long-term investment.

20
21 *Upon a motion by Member Vincent and seconded by Member Holden, the Local Planning*
22 *Agency recommended approval of Ordinance No. 2016-09 by the following roll call vote:*

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

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29 **ADJOURN:** There being no further discussion; the meeting was adjourned at 5:52 p.m.

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34 _____
35 Kristen Kollgaard, Town Clerk

36 _____
37 Ruth Kussard, Chairperson

Minutes transcribed by Nancy Slaton, Deputy Town Clerk



2

LOCAL PLANNING AGENCY AGENDA ITEM

REQUESTED AGENCY MEETING DATE: May 2, 2016

~~PLEASE REFERENCE COMMISSION PACKET ITEM # L-8 FOR MATERIALS~~

SUBJECT: Ordinance 2016-12 —Small Scale Future Land Use Comprehensive Plan Amendment from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density for 5 lots consisting of approximately 0.64 +/- acres of land, owned by The Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness, which are located within Orange Blossom Gardens Units 1, 3, and 3.1B, Referenced by Alternate Keys 1482461, 2717963, 2717831, 2665947, 1483921.

DEPARTMENT: GROWTH MANAGEMENT

STAFF RECOMMENDED MOTIONS:

Staff Recommends approval of Ordinance No. 2016-12, a Small Scale Comprehensive Plan Amendment – Requesting to Change approximately 0.64 +/- acres of land from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density.

Applicant, Martin L. Dzuro, on behalf of the Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness, has filed applications to amend the future land use comprehensive plan for properties consisting of 5 Lots located north of Griffin Avenue and northeast of North Highway 27/441 within the Orange Blossom Garden Subdivisions Units 1, 3, and 3.1B. The application involves 0.64 +/- acres of property from unincorporated Lake County into the Town of Lady Lake. The proposed properties are as follows:

- 1026 Aloha Way
- 803 Aloha Way
- 811 Truman Avenue
- 815 Royal Palm Avenue
- 817 Royal Palm Avenue

The Small Scale Future Land Use Map Amendment application was received on Monday, February 29, 2016, 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, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (70) within 150' of the property of the proposed annexation were mailed on Thursday, March 24, 2016. The properties were also posted Thursday, March 24, 2016.

Concurrency Determination Statement

The Villages has removed existing manufactured homes on three (3) of the lots in a historic section of the Villages known as Orange Blossom Gardens to construct a similar size conventional built home on each lot (the two homes on Aloha Way have yet to be removed). There will be no increase in utility services, traffic, population, or recreation use.

Impact on Town Services

Potable Water-

- ♦ No impact, lots are served by the Village Center Community Development District Central Water System.

Sewer -

- ♦ No impact, lots are served by the Village Center Community Development District Central Sewer System.

Schools –

- ♦ Not factored for project – no foreseen impact of students as the project is located within an active adult retirement community.

Transportation –

- ♦ No impact, the existing home will be replaced with a new home. There will be no change in average daily trip generation.

Parks & Recreation –

- ♦ The small scale future land use amendment will not cause P&R Level of Service to be exceeded since the project is for the replacement of existing homes. Additionally, the Villages provides its residents with all Park and Recreation Amenities.

Stormwater –

- ♦ Project will be required to adhere to SJRWMD guidelines and of Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.

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 Concurrency Determination Statement has also been included as part of the Small Scale Comprehensive Plan Amendment Application, which the applicant submitted to explain expected impacts on Town Services.

The subject properties involve approximately 0.64 ± acres lie in Section 06, Township 18 South, Range 24 East in Lake County, Florida. The Future Land Use of the adjacent properties is as follows:

Future Land Use

Subject Properties	Lake County Medium Urban Density
Future Land Use of Adjacent Properties	
West	Lake County Medium Urban Density
East	Lake County – Medium Urban Density
North	Lake County Medium Urban Density
South	Lake County Medium Urban Density

Comments:

- 1.) Annexation and Rezoning Applications have been submitted concurrently with this Small Scale Future Land Use Amendment Application.
- 2.) In accordance to the Interlocal Agreement for Building Permits & Inspections Section 2).A)., executed on June 23, 2015, if the Villages has applied for annexation, then the Town can issue building permits located within the unincorporated area.
- 3.) Project will be required to adhere to St. John’s River Water Management District guidelines and the Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.

Past Actions:

The **Technical Review Committee (TRC)** members individually reviewed application for Ordinance 2016-12, and determined the application to be complete and ready for transmittal to the P&Z Board.

At the April 11, 2016 meeting, the **Planning and Zoning Board** recommended approval of Ordinance 2016-12 by a vote of 3-0.

Public Hearings

The **Town Commission** is scheduled to consider Ordinance 2016-12 for second and final reading on Monday, May 16, 2016 at 6:00 p.m.

FISCAL IMPACT: \$ _____

Capital Budget Operating Other

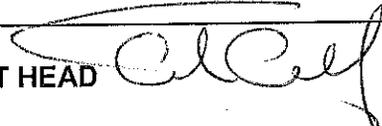
ATTACHMENTS: Ordinance(s) Resolution Budget Resolution

Other

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

WR
4/27/16

DEPARTMENT HEAD



Submitted

4/21/16

Date

FINANCE DEPARTMENT

Approved as to Budget Requirements

Date

TOWN ATTORNEY

Approved as to Form and Legality

Date

TOWN MANAGER



Approved Agenda Item for: 5/2/16

Date

4/27/16

BOARD ACTION: Approved as Recommended Disapproved

Tabled Indefinitely Continued to Date Certain

Approved with Modification



3

LOCAL PLANNING AGENCY AGENDA ITEM

REQUESTED AGENCY MEETING DATE: May 2, 2016

PLEASE REFERENCE COMMISSION PACKET ITEM # L-10 FOR MATERIALS

SUBJECT: Ordinance No. 2016-14 – Large Scale Comprehensive Plan Amendment – 29.43± Acres of Property Located at 609 Highway 466, Being North of Highway 466, West of North Clay Avenue, And East of Rolling Acres Road – Requesting to Change from Mixed Residential Medium Density (MR-MD) to Commercial Tourist (CT) – (Alternate Key 1120829).

DEPARTMENT: GROWTH MANAGEMENT

STAFF RECOMMENDED MOTIONS:

Staff Recommends approval of Ordinance No. 2016-14, a Large Scale Comprehensive Plan Amendment – Requesting to Change from Mixed Residential Medium Density (MR-MD) to Commercial Tourist (CT) to the Town Commission.

Applicant, Bret Jones, P.A., has filed an application on behalf of Lady Lake, Inc., to amend the Future Land Use designation of property (AK# 1120829) Located at 609 Highway 466, Being North of Highway 466, West of North Clay Avenue, and East of Rolling Acres Road, which includes 29.43± acres within Town of Lady Lake limits, from Mixed Residential Medium Density (MR-MD) to Commercial Tourist (CT).

The Large Scale Future Land Use Map Amendment application was received on February 22, 2016, 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, and is ready for transmittal to the Town Commission, pending a recommendation from the Planning and Zoning Board.

Notices to inform the surrounding property owners (17) within 150' of the property of the proposed amendment were mailed on Monday, March 28, 2016. The property was also posted on Monday, March 28, 2016.

The conceptual bubble plan submitted by Riddle Newman Engineering, Inc., highlights the proposed park facility and included the general area of where the amenities will be placed in the park, as well as the street network and water retention area.

Impact on Town Services

Potable Water-

- ♦ Potable Water Systems – CUP allocation of 1.18 million gpd (2016)
- ♦ Current water systems usage – 697,461 gpd
- ♦ Demand Contingent on Occupants of Development (482,539 gpd available)
- ♦ Estimated consumption 28,000 gpd

Sewer -

- ♦ The applicant has proposed to utilize the existing onsite sewer plant; no additional impact to the Town of Lady Lake (pending waiver to not connect).

Schools –

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

Transportation –

- ♦ Traffic Analysis indicates a that the proposed Future Land Use designation of CT – RV Park, will generate 125 fewer a.m. peak hour trips and 164 fewer p.m. peak hour trips than the current MR-MD Designation assuming maximum potential under the Future Land Use Classification.

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.

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 29.43 ± acres lies in Section 17, Township 18, Range 24 in Lake County, Florida. The Future Land Use of the adjacent properties is as follows:

Future Land Use

Subject Property	Lady Lake – Mixed Residential - Medium Density (MR-MD) - Up to 8 du/ac
Future Land Use of Adjacent Properties	
West	Lady Lake - Commercial Tourist (CT)
East	Lake County – Urban Low Density, Lady Lake Mixed Residential Low Density (MR-LD) and Commercial General – Retail Sales and Services (RET)
North	Lake County – Urban Low Density, Lady Lake – Religious Facilities (RF)
South	Lady Lake – Multi-Family Low-Rise 12 dwelling units per acre (MF-LR)

Comments:

- 1.) Rezoning and Special Exception Use Applications have been submitted concurrently with this Large Scale Future Land Use Amendment Application.
- 2.) Applicant must submit a site plan for the proposed 232-Unit RV Park site if the Town Commission approves the comprehensive plan amendment, rezoning, and Special Exception Use applications to allow the RV Park.
- 3.) Town of Lady Lake Commercial Design Standards outlined in Chapter 20 of the LDRs must be adhered to prior to any design of site plans for the proposed buildings associated with this development.
- 4.) Connection to Town Water Utility will be required to service this RV Park Site.
- 5.) Mitigation may be necessary for site plan approval to address concurrency deficiencies associated with the impacts of this project.

The **Technical Review Committee (TRC)** members individually reviewed application for Ordinance 2016-14 and determined the application to be complete and ready for transmittal to the P&Z Board.

Public Hearings

At the April 11, 2016 meeting, the **Planning and Zoning Board** recommended approval of Ordinance 2016-14 by a vote of 3-0.

The **Town Commission** is scheduled to consider Ordinance 2016-14 for first reading on Monday, May 2, 2016. The second and final reading will be held after the Florida Department of Economic Opportunity (DEO) has reviewed the transmitted amendment.

FISCAL IMPACT: \$ _____

Capital Budget

Operating

Other

ATTACHMENTS: Ordinance(s) Resolution Budget Resolution

Other

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

(WJ)
4/27/16

DEPARTMENT HEAD



Submitted

4/27/16

Date

FINANCE DEPARTMENT

Approved as to Budget Requirements

Date

TOWN ATTORNEY

Approved as to Form and Legality

Date

TOWN MANAGER



Approved Agenda Item for: 2/2/16

Date

4/27/16

BOARD ACTION: Approved as Recommended

Disapproved

Tabled Indefinitely

Continued to Date Certain

Approved with Modification