

**MINUTES OF THE REGULAR MEETING
OF THE LADY LAKE TOWN COMMISSION
LADY LAKE, FLORIDA**

May 2, 2016

The regular 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 6:00 p.m.

- A. CALL TO ORDER:** Mayor Ruth Kussard
- B. PROCEDURE:** *Citizens are encouraged to participate in the Town of Lady Lake meetings. Speakers will be limited to three (3) minutes. Additional time may be granted by the Mayor. Citizen groups are asked to name a spokesperson and the Mayor, at his/her discretion, may allow longer than three minutes. Upon being recognized by the Mayor, please approach the dais, state your name and address, and speak into the microphone. The order of agenda items may be changed if deemed appropriate by the Town Commission. Please be respectful of others and put your cell phone on silent mode.*
- C. PLEDGE OF ALLEGIANCE**
- D. INVOCATION:** Reverend Gary Cantrell, New Covenant Church
- E. ROLL CALL:** Tony Holden, Commissioner Ward 2
Dan Vincent, Commissioner Ward 3
Paul Hannan, Commissioner Ward 4
Jim Richards, Commissioner Ward 5
Ruth Kussard, Mayor/Commissioner Ward 1

STAFF MEMBERS PRESENT: Kris Kollgaard, Town Manager; Derek Schroth, Town Attorney; Thad Carroll, Growth Management Director; C. T. Eagle, Public Works Director; John Pearl, I. T. Director; Chief Chris McKinstry, Captain Jason Brough, Retired Officer Jimmy Thomas, and Jan Miller, Police Department; Pam Winegardner, Finance Director; Julia Harris, Administrative Assistant to Town Manager; and Nancy Slaton, Deputy Town Clerk

- F. PUBLIC COMMENTS:** Mayor Kussard asked if there were any comments at this time.
- Lanny Husebo introduced himself as representing the medical surgical facility proposed to be developed on Rolling Acres Road. He stated they are in the process of talking with the county regarding the problems with the road, as well as with Town staff. He showed a rendering of the modern, state of the art facility that is proposed.
- G. PROCLAMATION:**
- 1. Proclaiming the Month of May 2016 as Law Enforcement Appreciation Month (Mayor Kussard/Chief Chris McKinstry)**

Mayor Ruth Kussard read the proclamation proclaiming the month of May 2016 as Law Enforcement Appreciation Month and presented it to Police Chief Chris McKinstry.

- H. PRESENTATION:**

2. Retirement of Officer Jimmy Thomas (Chief Chris McKinstry)

Police Chief Chris McKinstry reported that Officer Jimmy Thomas has retired from the Lady Lake Police force. He read a statement regarding everyone's affection for and appreciation of his hard work over the years, and presented Mr. Thomas with a display case that included his police badge, I.D. card and service weapon as a retirement gift from the Town and as an expression of gratitude for his service.

I. CONSENT:

Mayor Kussard asked if there were any questions or comments on the Consent items, and hearing none, asked for a motion.

- 3. Minutes – April 18, 2016 – Special Commission Workshop Meeting**
– April 18, 2016 – Special (Conceptual Workshop) Commission Meeting
– April 18, 2016 – Special Commission Meeting
– April 18, 2016 – Regular Commission Meeting

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved Consent Item #I-3 by a vote of 5 to 0.

J. OLD BUSINESS:

4. Consideration of Lumen Park LLC's Request to Hold a TEFRA Hearing Along with a Resolution of Support (Kris Kollgaard)

Town Manager Kris Kollgaard gave the background summary for this agenda item (on file in the Clerk's office). She stated that the Town Attorney has been researching this issue with the Commission's approval (received at the April 18, 2016 Commission meeting), and she asked him to discuss the information received for the Commission's consideration at this meeting.

Town Attorney Derek Schroth stated he forwarded the email to the Commissioners that showed the bond attorney had been retained and paid for by the applicant. The bond attorney asserted there would be no liability for the Town and they could advertise that the bonds were Town approved, as there is no prohibition against that, but perhaps the applicant could agree not to do that if there was concern. Mr. Schroth stated the reason the bonds were turned down by the county is because the amount of the bonds was reduced to as low as \$25,000 and needed to be at least \$100,000 by their regulations. Additional language for the protection of the Town was added to the resolution by the bond attorney as well. Mr. Schroth stated this matter is at the Commission's discretion, although he was told if there was no bond approval, the project may not go through as they need this financing to proceed.

Commissioner Richards asked if the applicant could explain why it is necessary for the Town to approve the bonds.

Ms. Kollgaard stated the TEFRA hearing is a requirement by the IRS.

Mr. Schroth added that there needs to be some form of government approval for the applicant to get their exemption status for tax-free exempt municipal bonds.

Darren Azdell of OutsideIn Architecture agreed that there is a portion of that bond entitlement that is tax-free exempt bonds, which will keep the interest rates lower. It allows the applicant to have a facility that markets to a lower income not currently being served in the community and insures that 20% of the units will be set aside for low income users.

Mayor Kussard asked what bond denominations will be issued. She asked why the amount for the project increased from \$44,000,000 to \$46,000,000.

Mr. Azdell replied the bond denominations will be as low as \$25,000 and any burden will be taken by the Capital Trust Agency for any risk. He also stated they adjusted the unit counts and wanted to adjust the size of their structure now to create a buffer, as they cannot go back and ask for more after the fact.

Mayor Kussard asked if the applicant has a Plan B if they do not sell their bonds. She stated she checked out the agencies involved such as Omega, Greenbriar, and Capital Trust Agency over the weekend and they have projects in the works that are impressive.

Mr. Azdell replied they have a purchaser who will purchase the bonds if they are not purchased locally, and they have expressed strong interest in this project, as well as other projects that they have done. He stated another benefit is that there is a certain amount of tax bonds set aside for the community, and the Capital Trust Agency purchased bonds last year, and these will be used rather than taking from the pool of bonds for this year.

Commissioner Richards commented that he now understands the request to the Town for tax exempt bonds for the building as it will be for the public good to make it cheaper overall.

Mr. Azdell stressed that this is a for-profit facility that will pay taxes.

The attorney for the applicant clarified that what they are requesting is permission to publish the notice to hold a TEFRA hearing and have that TEFRA hearing at the Commission's first meeting in June. She stated the Commission would then approve or deny the bonds for purpose of TEFRA only, based on the public's response.

Mayor Kussard asked what would happen if the public reacted unfavorably.

The attorney replied it would be up to the Commission's discretion as the IRS does not require that the jurisdiction disapprove the project for TEFRA purposes if there is negative public response, they only require that there be a public hearing. Meeting minutes are submitted to the IRS when the bonds close to prove this has happened.

Ms. Kollgaard clarified that this is done by resolution and that the resolution should be prepared for the first meeting in June as well.

Mr. Azdell stated they will be available if there are any other questions regarding this.

Upon a motion by Commissioner Richards and a second by Commissioner Vincent, the Commission approved Lumen Park LLC's Request to Hold a TEFRA Hearing Along with a Resolution of Support by a vote of 5 to 0.

5. Selection of the Advertisement for the Special Conference Issue of "Quality Cities" for the 2016 Florida League of Cities Conference (Kris Kollgaard)

Town Manager Kris Kollgaard gave the background summary for this agenda item (on file in the Clerk's office). She stated that at the April 18th meeting, the Town Commission approved placing a quarter page ad in the special conference issue of "Quality Cities". Staff has prepared four ads for the Commission's review and selection.

Commissioner Hannan asked that the word "the" be removed before "Town of Lady Lake". He read a prepared statement regarding the benefits the Florida League of Cities provides to the Town. He challenged the Commission to increase the ad to a half page ad.

Commissioner Richards stated that the Town is a paid member of the Florida League of Cities and also pays to be in the Mayor's League. He stated the Town is supportive and also pays to send people to the conferences. This ad will be in a booklet circulated at the conference and he stated he is happy with a quarter page ad. He picked #1 of the four ad examples.

It was the consensus of the Commission to go with Ad #1 as a quarter page ad.

K. NEW BUSINESS:

6. Consideration of Partnering with the Lady Lake Driving Range for the Parking Lot Project and Consideration of Moving Forward with the Design Engineering Services (Kris Kollgaard)

Town Manager Kris Kollgaard gave the background summary for this agenda item (on file in the Clerk's office). She stated that staff has met with Bob Johnson of the Lady Lake Driving Range and discussed their request to have the parking lot paved at the Driving Range. Staff submitted the attached proposal for their consideration and they have approved it. The terms proposed, if the Commission approves, would be the following:

- The Town will pay for the engineering design services for the parking lot improvements for an estimated cost of \$13,535.00.
- We would split the cost of construction 60/40 (Town 60%).
- We will renew the lease for another 10 years upon completion of the paving of the parking lot.
- The Town and the American Legion will enter into a contract (prepared by the Town's Attorney) that will basically state that if the Town should break the lease, then the Town would give the American Legion a pro-rated refund for the remaining years left on the lease. Example: If the American Legion (with the 60/40 split) were to pay \$48,000 for their share, and after five years the lease was broken by the Town, the Town would refund the American Legion \$24,000, which would be the pro-rated amount for the remaining five years of the lease:
 - \$48,000 divided by 10 (years) = \$4,800 yearly
 - \$4,800 x 5 (years)=\$24,000
- If the American Legion's total cost is over \$50,000, the Town would consider working with the American Legion on a payment plan.
- Staff will work with the American Legion/Lion's Club to make sure that they have input on this project.

Ms. Kollgaard stated that at this time, if the Commission would like to move forward with this project, staff is requesting approval to begin the first step which is to have the engineering done. The firm of Neel-Schaffer, Inc. has submitted a quote for the engineering in the amount of \$13,535.00 under their continuing service contract with the Town.

Commissioner Hannan asked if the Town could break the lease at any time.

Ms. Kollgaard replied that it can break the lease with notice. She stated that the current ten-year lease also has a review period every five years.

Commissioner Richards confirmed that the funds for the design engineering will come out of the contingency fund.

Upon a motion by Commissioner Holden and a second by Commissioner Richards, the Commission approved the Terms Proposed to Partner with the Lady Lake Driving Range on the Parking Lot Project by a vote of 5 to 0.

Upon a motion by Commissioner Holden and a second by Commissioner Vincent, the Commission approved to have the Engineering Design Services completed by Neel-Schaffer in the amount of \$13,535.00 for the paving of the Driving Range parking lot by a vote of 5 to 0.

L. TOWN ATTORNEY'S REPORT:

7. Ordinance No. 2016-11 – First Reading – Annexation – 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, Located in Orange Blossom Gardens Unit, 1, 3 and 3.1b. (Thad Carroll)

Town Attorney Derek Schroth read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk's office). He stated that the 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 annex properties consisting of five 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 annexation application involves 0.64 +/- acres of property from unincorporated Lake County into the Town of Lady Lake.

Mr. Carroll stated the five lots are spread out along different roads and include the following addresses:

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

He stated staff recommends approval of this ordinance. A map and an aerial view of the properties was shown, as were photos of the posting of each property.

The subject properties lie in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions, a location map, and a sketch of the property have been included with the submitted application. All lots will be served by the Village Center Community Development District Central Water and Sewer System, as well as the District's Fire Department.

In accordance with the provisions of Florida Statute 171.205, and the Interlocal Service Boundary Agreement executed September 4, 2013 between Lake County, Florida and the Town of Lady Lake, Florida, the Town may annex property into the Town which are non-contiguous to the existing municipal boundary. The proposed properties under this application exist as non-contiguous lots.

The annexation application was received on Monday, February 29, 2016, and has been reviewed and determined to be complete, satisfying the necessary criteria as required for annexation under statutory requirements. The application was found 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.

Mr. Carroll reported that notices to inform the surrounding property owners (70) within 150 feet of the properties proposed by annexation request were mailed Thursday, March 24, 2016, and the properties were posted the same date. There have been no objections or letters of support received on this application.

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-11, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the April 11, 2016 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2016-11 by a vote of 3-0. The Town Commission is scheduled to consider Ordinance No. 2016-11 for second/final reading on Monday, May 16, 2016 at 6:00 p.m. He stated Martin Dzuro is present to answer any questions.

Mayor Kussard asked if anyone had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Hannan and seconded by Commissioner Holden, the Commission approved the first reading of Ordinance No. 2016-11 by the following roll call vote:

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

8. Ordinance No. 2016-12 – First Reading – 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, Located in Orange Blossom Gardens Unit, 1, 3 and 3.1b. (Thad Carroll)

Town Attorney Derek Schroth read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk’s office). He stated that the 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 five 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. Staff recommends approval of this ordinance. 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.

A map and an aerial view of the properties was shown, as were photos of the posting of the properties.

Mr. Carroll reported that notices to inform the surrounding property owners (70) within 150' of the property of the proposed annexation were mailed on Thursday, March 24, 2016, and the properties were posted this same date.

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.

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

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 with 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.

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-12, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the April 11, 2016 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2016-12 by a vote of 3-0. The Local Planning Agency considered this ordinance at an earlier meeting today and voted 5-0 for approval. The Town Commission is scheduled to consider Ordinance No. 2016-12 for second/final reading on Monday, May 16, 2016 at 6:00 p.m. He stated Martin Dzuro is present to answer any questions.

Mayor Kussard asked if anyone had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Holden and seconded by Commissioner Richards, the Commission approved the first reading of Ordinance No. 2016-12 by the following roll call vote:

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

9. Ordinance No. 2016-13 – First Reading – Rezoning – The Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness – Rezoning from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8) for Five (5) Lots of Approximately 0.64 +/- Acres – Located within Located Within Orange Blossom Gardens Units 1, 3, And 3.1b. (Thad Carroll)

Town Attorney Derek Schroth read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk’s office). He stated that the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness, has filed an application to rezone properties consisting of five 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 rezoning 0.64 +/- acres of property from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8). The MX-8 designation is consistent with the other lots in the Villages which are presently in the Town of Lady Lake’s jurisdiction. Staff recommends approval of this ordinance. The proposed properties are as follows:

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

The Rezoning 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.

Mr. Carroll reported that notices to inform the surrounding property owners (70) within 150’ of the property of the proposed annexation were mailed on Thursday, March 24, 2016, and the properties were posted this same date.

The current zoning map was shown. The subject properties lie in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions and survey information have been included with the submitted application. The zoning designation of the subject properties and adjacent properties are as follows:

Zoning

Subject Property	Lake County Residential Medium (RM)
Zoning of Adjacent Properties	
West	Lake County Residential Medium (RM)
East	Lake County Residential Medium (RM)
North	Lake County Residential Medium (RM)
South	Lake County Residential Medium (RM)

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-13, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the April 11, 2016 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2016-13 by a vote of 3-0. The Town Commission is scheduled to consider Ordinance No. 2016-13 for second/final reading on Monday, May 16, 2016 at 6:00 p.m. He stated Martin Dzuro is present to answer any questions.

Mayor Kussard asked if anyone had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Vincent and seconded by Commissioner Richards, the Commission approved the first reading of Ordinance No. 2016-13 by the following roll call vote:

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

10. Ordinance No. 2016-14 – First Reading – 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)

Town Attorney Derek Schroth read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk’s office). He stated that the 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). He stated this property is also referenced as Recreation Plantation. The present use of the property is as a storage area and the proposed use is for a 232-unit RV park site with amenities. Staff’s recommendation is for approval.

A map and an aerial view of the property was shown, as were photos of the postings.

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.

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.

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

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.

Mr. Carroll reported that notices to inform the surrounding property owners (17) within 150’ of the property of the proposed amendment were mailed on Monday, March 28, 2016 and the property was posted this same date. He stated that staff has had contact with four people expressing concern regarding traffic in this area, including two attending the Planning and Zoning Board meeting, and two inquiries by email. He stated that in this instance, the proposed future land use results in a reduction of both a.m. and p.m. trips. An email was received this afternoon from Pam Richmond confirming the reduction of p.m. peak hour trips.

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)

Mr. Carroll reviewed the comments on this application as follows:

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.

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-14 and determined the application to be complete and ready for

transmittal to the Planning and Zoning Board. At the April 11, 2016 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2016-14 by a vote of 3-0. The Local Planning Agency considered this ordinance at an earlier meeting and voted 5-0 for approval. The Town Commission will be scheduled to consider Ordinance No. 2016-14 for second/final reading after the Florida Department of Economic Opportunity (DEO) has reviewed the transmitted amendment.

Mr. Carroll stated that Mr. Grant Gore and his attorney are present if there are any questions.

Mayor Kussard commented that there is currently only one ingress/egress on Hwy 466, with another access to be added on Clay Avenue where there is none currently. She asked where it will be located on Clay Avenue.

Mr. Carroll replied that it will be created as a result of the development application after the approvals are in place and will be reviewed on the conceptual plan with the rezoning application.

- Buddy Johnson of the Villages Church of Christ stated he sent an email to the Commissioners and the Town Manager expressing his concern about the traffic issues in the area. He stated he respects the figures presented in the traffic report which will result in fewer vehicles on the roadway, and suggested that the new access road be put on Oak Street rather than Clay Avenue.
- Tim Lundy, representing the Boy Scout Troop 244 in Lady Lake, commented that Recreation Plantation and Mr. Gore have provided support to the troop in letting them use the property, and financial support, as well. He stated they would not be as successful as they are without his contribution.

Mayor Kussard asked if anyone else had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Holden and seconded by Commissioner Richards, the Commission approved the first reading of Ordinance No. 2016-14 by the following roll call vote:

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

11. Ordinance No. 2016-15 – First Reading – Rezoning – Lady Lake Inc. – Rezoning From Lady Lake Mixed Residential Medium Density (MX-8) to Lady Lake Commercial Tourist (CT); 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)

Town Attorney Derek Schroth read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk’s office). He stated that the 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 (MX-8) to Commercial Tourist (CT). The proposed use of the property will be a 232 lot recreational vehicle park with amenities, and staff recommends approval.

The conceptual plan details the applicant’s proposal; in addition, a Special Exception use will be required for the RV Park uses.

A map and aerial view of the property, and a conceptual drawing of the intended layout of the 232 lots with amenities of the property was shown, as were photos of the posting. Mr. Carroll noted that the proposed access on Clay Avenue is shown coming out roughly halfway down the property line, and appears to be a divided boulevard entrance with an in and out.

The Rezoning 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.

Mr. Carroll reported that notices to inform the surrounding property owners (17) within 150’ of the property of the proposed amendment were mailed on Monday, March 28, 2016, and the property was posted this same date.

The subject property lies in Section 17, Township 18, Range 24 in Lake County, Florida. Appropriate legal descriptions, and conceptual plan have been included with the submitted application. The zoning designation of the subject property and adjacent properties are as follows:

Zoning

Subject Property	Lady Lake– Mixed Residential Medium Density (MX-8)
Zoning of Adjacent Properties	
West	Lady Lake - Commercial Tourist (CT)
East	Lady Lake- Heavy Commercial (HC) and Mixed Single Family Low Density (MX-5); Lake County – Agriculture
North	Lady Lake– Public Facilities District (PFD), Lake County – Agriculture
South	Lady Lake – Multi-Family 12 dwelling Units per acre (MF-12)

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-15 and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the April 11, 2016 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2016-15 by a vote of 3-0. The Town Commission will be scheduled to consider Ordinance No. 2016-15 for second/final reading after the Florida Department of Economic Opportunity (DEO) has reviewed the transmitted Large-Scale Comprehensive Plan Amendment.

Mr. Carroll stated that Mr. Gore and Allison Strange are present if there are any questions.

Mayor Kussard asked if there will need to be an increase in ERUs as the applicant is requesting to use their existing sewer plant for the proposed increase of 232 lots.

Mr. Carroll replied that this item will be considered with the subsequent application.

Mayor Kussard asked if anyone else had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Richards and seconded by Commissioner Holden, the Commission approved the first reading of Ordinance No. 2016-15 by the following roll call vote:

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

12. Ordinance No. 2016-16 – First Reading – Special Exception Use (SEU) – Lady Lake Inc. – Requesting to Incorporate the Recreational Vehicle (RV) Park Land Use Within the Commercial Tourist (CT) Zoning Classification; 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)

Town Attorney Derek Schroth read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk’s office). He stated that the applicant, Bret Jones, P.A. has submitted a Special Exception Use (SEU) application on behalf of Lady Lake, Inc. to incorporate the Commercial Tourist land use as permitted under existing parcel located at 609 Highway 466 (Alternate Key 1120829. In accordance with the Town of Lady Lake Land Development Regulations, Chapter 5, Section 5-4, k).2).B), upon approval of a Special Exception Use application, a Recreational Vehicle (RV) Park can be established within the Commercial Tourist Zoning District. He stated that staff recommends approval.

The property is currently being utilized as a storage area for the adjacent RV park currently in existence. Future land use plan amendment and rezoning applications have been submitted concurrently to change the land use and zoning from Mixed Residential Medium Density (MX-8) to Commercial Tourist (CT) to allow for the proposed 232-unit RV Park. The conceptual plan highlights a complete facility to include clubhouse, pool, and pickle ball courts. The projected density for the plan is approximately 8 units/acre.

Mr. Carroll reviewed the list of amenities the applicant shall be allowed to include, but is not limited to, as follows:

1. office;
2. guard house/gate;
3. post office/postal area;
4. manager’s residence;
5. clubhouse;
6. bathhouse;
7. laundromat;
8. pool;
9. jacuzzi;
10. tennis/pickle ball courts;
11. horseshoes;
12. shuffleboard;
13. bocce ball;
14. equipment sheds;
15. tiki hut/snack bar
16. vending area
17. softball or multi-purpose sports field
18. dog walk/park; and
19. restaurant

Mr. Carroll stated that items the Commission should consider before proceeding are as follows:

5. The land owner shall be permitted to utilize the existing sewer plant that currently services the existing Recreation Plantation development.

Mr. Carroll stated this item can be withdrawn at this time as it is typically considered at the site plan process, but was submitted as part of the application at this time.

19. Buffer Type “B” shall be provided along the boundary of Oak Street and Clay Avenue. Buffer Type “A” shall be provided along the southerly boundary abutting the MF-12 zoned apartment complex.

Mr. Carroll noted that Oakleaf Village Apartments are along the south boundary and a ten-foot boundary is required. The other two right-of-ways require a 20 ft. buffer as per the Land Development Regulations. He stated the conceptual drawing puts forth a ten-foot buffer on Clay Avenue and Oak Street, and is a conflict present within the conceptual plan and the ordinance. A rendering of the conceptual plan was shown.

As per the Town's Land Development Regulations a *Recreational vehicle park (or RV park)* is defined as a parcel of land under single ownership, where sites are offered for rent for the temporary placement of recreational vehicles being used for travel, recreation or vacation purposes.

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)

Zoning

Subject Property	Lady Lake– Mixed Residential Medium Density (MX-8)
Zoning of Adjacent Properties	
West	Lady Lake - Commercial Tourist (CT)
East	Lady Lake- Heavy Commercial (HC) and Mixed Single Family Low Density (MX-5); Lake County – Agriculture
North	Lady Lake– Public Facilities District (PFD), Lake County – Agriculture
South	Lady Lake – Multi-Family 12 dwelling Units per acre (MF-12)

Comments:

- 1) The applicant has properly addressed the review criteria for Special Exception Uses as outlined in the Land Development Regulations, Chapter 6, Section 2, (e), (2). The application is complete and meets the requirements for submittal to the Town Commission per the requirements of the Land Development Regulations.
- 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. Connection to Town Utilities will be required to service this RV Park Site. Additionally, all necessary regulatory agency permits will be required to be submitted during the site plan process, and required mitigation will be assessed during site plan process to address concurrency deficiencies associated with the impacts of this project.

Chapter 6, Section 2, (e), (2) Review Criteria. When reviewing an application for a special exception the Town Commission shall consider the following requirements and criteria, including but not limited to:

- A) Traffic generation and access for the proposed use shall not adversely impact adjoining properties and the general public safety.
- B) Off-street parking, loading and service areas shall be provided and located such that there is no adverse impact on adjoining properties, beyond that generally experienced in the district.
- C) Required yards, screening or buffering, and landscaping shall be consistent with the district in general and the specific needs of the abutting land uses.
- D) Size, location or number of special exception uses in the area shall be limited so as to maintain the overall character of the district as intended by this Code.
- E) Architectural and signage treatments shall comply with the general provisions applicable to permitted uses in the district, to the greatest extent possible, and be sensitive to surrounding development.
- F) The availability of utilities services (such as water, sewer, and solid waste) and recreational facilities.

The application has been reviewed and been determined to be complete. In accordance with all supporting appropriate material, the application is deemed in compliance with the Land Development Regulations (LDRs).

Mr. Carroll reported that notices to inform the surrounding property owners (17) within 150' of the property of the proposed amendment were mailed on Monday, March 28, 2016, and the property was posted this same date.

Mr. Carroll reported the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-16 and provided comments on April 21, 2016, and determined the application to be complete and ready for transmittal to the Town Commission. He stated he did field some questions from department heads and their concerns will be brought up during the site plan process if and when filed. The Planning and Zoning Board does not review Special Exception Use applications. The Town Commission is scheduled to consider Ordinance No. 2016-16 for second/final reading after the Florida Department of Economic Opportunity (DEO) has reviewed the transmitted future land use map amendment (Ord. 2016-14) for this project.

Mr. Carroll stated that Mr. Gore and Allison Strange are present if there are any questions.

Commissioner Richards asked if Recreation Plantation's sewer plant has the capacity for this

expansion of 232 lots. He also stated he has not heard of any complaints regarding odor from the plant or anything regarding DEP permits.

Allison Strange with Bret Jones, P.A., replied that the sewer plant does have capacity. She stated they had a study done on the plant itself, and using the state’s proposed figures for an anticipated sewer plant, they would be under capacity. Using historical figures, given the park has been active for 20-30 years, they are well under (about 60%) capacity, even assuming the additional 232 units. Ms. Strange stated they have received no complaints about odor, and as this property is adjacent to the sewer plant, she is certain Mr. Gore would not proceed with this proposal if he had customers concerned about it.

Mayor Kussard commented that with the addition of the 232 units, additional ERUs are required, and with that, the LDRs specify they must hook up to Town sewer or get a waiver to use their existing sewer plant. She asked that #19 be pulled off of this ordinance and have it brought forward during the site plan.

Ms. Strange replied that they were aware these items would be considered at site plan, but wanted the Commissioners to be aware of their plans so they would not be surprised by anything. She stated they are waiting on information from the historical data to address the ERUs as well. Ms. Strange stated they would also like to pull the buffers off (#5) and address it with staff during the site plan process.

Mayor Kussard stated the amenities include the possibility of a restaurant; she asked if it would be a resident-only restaurant or one open to the public, because there would be traffic concerns if it was open to the public.

Ms. Strange replied that most of the amenities are an expansion of what is currently in place and are intended for residents.

Town Manager Kris Kollgaard suggested revising the ordinance to state specifically that the restaurant would be for Recreation Plantation residents only, not for the public.

Ms. Strange agreed and stated it may be part of the site plan process also. She again thanked staff and counsel.

Mayor Kussard asked if anyone else had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Richards and seconded by Commissioner Hannan, the Commission approved the first reading of Ordinance No. 2016-16, to be amended as discussed, by the following roll call vote:

HOLDEN	YES
VINCENT	YES
HANNAN	YES
RICHARDS	YES
KUSSARD	YES

M. TOWN MANAGER’S REPORT:

Town Manager Kris Kollgaard reported that Steve Roth with the Specialty Orthopedic Center sent her an email regarding their plan to have a meeting with the residents. They would like to use the

Commission Chambers for a public meeting on Tuesday, May 10th at 6 p.m. to allow residents to come in and discuss the project and any concerns they may have with it. She stated this will be publically noticed in case one or more Commissioners chooses to attend.

Ms. Kollgaard reported that Doug McCoy of Waste Management sent her examples of flyers that they will be distributing, including one for Eustis that was passed around to the Commissioners for viewing. She stated they will make a new flyer which will have specific information regarding Lady Lake on it.

Ms. Kollgaard reported that the tree trimming door hangers have been delivered to The Villages. She asked that the Commissioners let her know how many they would like to hand out to their homeowners' associations such as Water Oak.

Ms. Kollgaard stated that she was recently handed information regarding the University of Florida's Water School - Prepare for the Future event at The Villages Sumter Service Center, and the hand-out is available if the Commissioners or anyone from the public would like to attend.

Ms. Kollgaard reminded the Mayor and Commissioners that the Kiwanis Prayer Breakfast is scheduled at La Hacienda tomorrow morning at 8 a.m. if they plan on attending.

N. MAYOR/COMMISSIONER'S REPORT:

Mayor Kussard reported she attended the unveiling of the marker that was installed at the Lady Lake Historical Society Museum this past Saturday. She stated it is very beautiful and it is important that everyone remember their history.

O. PUBLIC COMMENTS:

Mayor Kussard asked if there were any further questions or comments. There were no comments.

P. ADJOURN: The meeting was adjourned at 7:08 p.m.

Kristen Kollgaard, Town Clerk

Ruth Kussard, Mayor

Minutes transcribed by Nancy Slaton, Deputy Town Clerk