

**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)

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

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

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

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

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

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

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

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

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.

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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 annexation, small scale future land use amendment, and the rezoning applications 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.

The 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 application was 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 0.59 ± acres and 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 & 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)

Comments:

- 1) Annexation and Rezoning applications have been submitted concurrently with this Small Scale Future Land Use Amendment application.
- 2) The 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 Small Scale Future Land Use Map Amendment application was received on Monday, January 4, 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). It also meets the requirements of the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

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

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

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

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

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

Upon a motion by Member Vincent and seconded by Member Holden, the Local Planning 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>

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

Kristen Kollgaard, Town Clerk

Ruth Kussard, Chairperson

Minutes transcribed by Nancy Slaton, Deputy Town Clerk