

**MINUTES OF THE LOCAL PLANNING AGENCY
LADY LAKE, FLORIDA
February 17, 2010**

The Local Planning Agency Meeting was held in the Town Hall Commission Chambers, 409 Fennell Blvd., Lady Lake, Florida, with Chairperson Jim Richards presiding. The meeting convened at 5:30 p.m.

CALL TO ORDER: Chairperson Jim Richards

ROLL CALL: Member Tony Holden
Member Paul Hannan
Member Ruth Kussard
Chairperson/Member Jim Richards

ABSENT: Member Ty Miller

STAFF MEMBERS PRESENT: Kris Kollgaard, Interim Town Manager/Town Clerk; Derek Schroth, Town Attorney; Thad Carroll, Growth Management Director; Chief Ed Nathanson, Police Department; Karen Rickelman, Finance Director; and Jayne York, Staff Assistant to Town Clerk

1. Approval of Minutes

January 20, 2010 (on file in the Town Clerk's office)

Upon a motion by Member Kussard and seconded by Member Holden, the Board approved as Presented the Minutes of the Local Planning Agency Meeting on January 20, 2010, by a vote of 4 to 0.

2. Consideration and Approval to Adopt the Town of Lady Lake Evaluation and Appraisal Report and Send to DCA (Resolution No. 2010-101) (AECOM/Thad Carroll)

The background summary for this agenda item is on file in the Town Clerk's office. It states that, pursuant to Section 163.3191 of the Florida Statutes, "each local government shall adopt an evaluation and appraisal report (EAR) once every seven years assessing the progress in implementing the local government's comprehensive plan." The report evaluates how successful a community has been in addressing major community land use planning issues through implementation of its comprehensive plan. Based on this evaluation, the report suggests how the plan should be revised to better address community objectives, changing conditions/trends affecting the community and changes in state requirements.

The Department has established a phased schedule for the adoption of EARs based on the requirements in Section 163.3191(9) of the Florida State Statutes. Consistent with state law, municipalities are scheduled to adopt their EARs approximately one year to 18 months after the county in which they are located adopts its EAR. This phasing allows municipalities to benefit

from updated information that may be collected and analyzed by the county, particularly regarding major community-wide planning issues.

According to the Florida Department of Community Affairs schedule for county and municipal due dates of Evaluation and Appraisal Reports, the Town of Lady Lake has been assigned an adoption deadline of March 1, 2010. In an effort to meet this deadline, on October 19, 2009, the Town of Lady Lake selected AECOM to provide consulting services for the completion of this report. Subsequent to being selected, AECOM representatives met with Town Staff on October 29, 2009 to discuss issues related to the timeline of the process, the necessary elements which would need to be satisfied and the schedule of public meetings that would have to occur in order to complete and adopt the report by March 1, 2010.

On November 18, 2009, a public workshop was held in Town Hall to provide an opportunity for the public to provide feedback regarding the effectiveness of the Comprehensive Plan and how well its goals, objectives, and policies have been implemented to accomplish the long range plan of the Town of Lady Lake. On November 19, 2010, a Scoping Meeting was held with public agencies to provide the opportunity for them to evaluate the Comprehensive Plan as well; these agencies included Lake~Sumter MPO, Lake County School Board, East Central Florida Regional Planning Council, Lake County Public Works, Florida Department of Transportation and Lake County Economic Development. Following these two meetings, a summary of issues was defined and submitted to DCA for their consideration. On December 22, 2009, the Department of Community Affairs issued a Letter of Understanding to the Town of Lady Lake, confirming the issues as outlined in the listing submitted by AECOM. DCA also provided additional comments concerning the scope of the work.

The draft of the 2010 Evaluation and Appraisal Report addresses the issues as defined in the Letter of Understanding as well as the additional comments and concerns as forwarded by DCA. Upon approval from the Town Commission, the report will be submitted to the Department of Community Affairs. Within eighteen (18) months of a finding of sufficiency from the state land planning agency, the Town shall adopt amendments to the Comprehensive Plan consistent with the recommendations of the report.

On February 8, 2010, the Planning & Zoning Board recommended approval of this resolution with a vote of 3-0.

Thad Carroll, Growth Management Director, gave a brief summary and also noted that Nancy Smith was present to discuss the Town of Lady Lake Evaluation and Appraisal Report

Nancy Smith stated that AECOM had sub-contracted with her to prepare the Town's Evaluation and Appraisal Report (EAR) and explained that this is an evaluation of the Town's Comprehensive Plan that is required to be done once every 7 years to give an overall view of the Comprehensive Plan as it currently stands. She stated that the Comprehensive Plan is continuously revised but this report gives the Commission an opportunity to look at its Comprehensive Plan as a whole based on some issues that have been identified and then see whether the Town is headed in the right direction with its plan.

Ms. Smith gave an overall summary of the Town's EAR. She stated that the report has 4 major sections plus the appendices which also contain a lot of data. The first section looks at the Town's local conditions and trends primarily for population, for land use and for land annexations since the last EAR that was done in 1999. The EAR-based amendment for the adoption of the Town's Plan was in 2006 so the plan is actually a little more up-to-date than the evaluation. There are also special topics that the State requires them to look at including financial feasibility, school coordination, transportation coordination methodology and water supply planning.

Ms. Smith also stated that the second section identifies issues through a public forum and that 5 major issues were identified – population rate of growth, school site, pursuit of multimodal designation within the CR 466/Rolling Acres Road Special Area Plan, downtown Lady Lake Special Area Plan and annexation.

In addition, Ms. Smith stated that the third section of the report looks at each element of the Town's Comprehensive Plan and gives a brief summary of successes, shortcomings and recommended actions for each element – Future Land Use Element; Transportation Element; Housing Element; Public Facilities Element; Conservation Element; Parks, Recreation and Open Space Element; Intergovernmental Element; Capital Improvements Element; Economic Element; and Public Schools Facilities Element.

Also, Ms. Smith stated that the fourth section of the report is a summary of all of the recommended changes including those changes based on legislation.

Ms. Smith concluded her presentation by stating that the report will be sent to the Department of Community Affairs where they will conduct a sufficiency review to determine whether or not the evaluation is sufficient based on Section 163.3191 of the Florida State Statutes and that they expect to have the DCA review back within 60 days.

There were no questions or comments from the Commission or the public.

Upon a motion by Member Holden and seconded by Member Hannan, the Board approved Resolution No. 2010-101 – 2010 Evaluation and Appraisal Report of the Town of Lady Lake Comprehensive Plan, by the following roll call vote:

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

Kris Kollgaard, Interim Town Manager, stated that there was a sign-in sheet available if anyone wished to receive a copy of the report from DCA.

ADJOURN: There being no further discussion, the meeting was adjourned at 5:42 p.m.

LPA Meeting
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Kris Kollgaard, Town Clerk

Jim Richards, Chairperson

Minutes transcribed by Jayne York, Staff Assistant to Town Clerk