

**MINUTES OF THE TOWN OF LADY LAKE
REGULAR PLANNING AND ZONING BOARD MEETING
LADY LAKE, FLORIDA**

**February 13, 2017
5:30 p.m.**

The Planning and Zoning Board Meeting was held in the Town Hall Commission Chambers at 409 Fennell Blvd., Lady Lake, Florida. The meeting convened at 5:30 p.m.

CALL TO ORDER: Chairperson/Member Gauder

PLEDGE OF ALLEGIANCE: Chairperson/Member Gauder

ROLL CALL: Carole Rohan, Member
William Sigurdson, Vice Chair/Member
Robert Conlin, Member
Regis LeClerc, Member
John Gauder, Chairperson

STAFF MEMBERS PRESENT: Thad Carroll, Growth Management Director; Wendy Then, Town Planner; Carol Osborne, Staff Assistant to Town Clerk; and Kris Kollgaard, Town Manager

Also Present: Attorney Sasha Garcia, BRS Legal; and Commissioner Hannan

OPEN FORUM:

Chairperson/Member Gauder asked if anyone in the audience wished to speak. There were no comments.

NEW BUSINESS:

1. Approval of Minutes – January 09, 2017 Regular Meeting

Upon a motion by Member Sigurdson and a second by Member Conlin, the Planning and Zoning Board approved the minutes of the Planning and Zoning Board meeting of January 09, 2017 by a vote of 5-0.

2. Ordinance No. 2017-01 – Annexation – T-Lynne Properties, LLC – Annexation Request for One Parcel Approximately .51 +/- Acres Located Along the West Side of County Road 25, Approximately 650 +/- Lineal Feet North of the Intersection of Griffin Avenue and County Road 25, Lake County, FL (Alternate Key 3785245) (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's Office). She stated the applicant, Lawrence D. Breech on behalf of T-Lynne Properties, LLC, has filed an application to annex one parcel of land, along the west side of County Road 25, approximately 650 +/- lineal feet north of the intersection of Griffin Avenue and County Road 25, identified by alternate key 3785245, within Lake County, Florida. This property is located directly across the street from the Church at The Springs Lady Lake campus. Staff recommends approval

of this ordinance.

Ms. Then presented a sketch map depicting the location of the subject parcel which is between Tracy Avenue and Hood Avenue, and fronting County Road 25. To the rear of the subject property is The Villages' properties. She also presented aerial photographs of the property and of the postings, and the survey map submitted by the property owner.

Ms. Then reported the parcel is currently vacant. The owner/developer proposes a multi-tenant development complex with a total of 6,600 square feet of commercial medical, office, or retail sales and services, featuring two 3,300 square foot, two-story buildings with three apartments on the second floor each. The applicant presented his concept before the Town Commission at the Conceptual Workshop Meeting on November 21, 2016.

The subject property lies in Section 08, 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.

The annexation application was received on Thursday, January 5, 2017, 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.

Ms. Then stated notices to inform the surrounding property owners (12) within 150 feet of the properties proposed by the annexation request were mailed Monday, January 24, 2017. The properties were posted Monday, January 30, 2017. She stated aside from the residents who attended the Special Town Commission Conceptual Workshop meeting on November 21, 2016, one letter has been received by an adjacent property owner to the south requesting to be acknowledged at tonight's meeting. No other objections or letters of support regarding this application have been received.

The Technical Review Committee (TRC) members individually reviewed the application, provided comments by January 18, 2017, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Town Commission is scheduled to consider Ordinance No. 2017-01 for first reading on Monday, March 6, 2017 at 6:00 p.m. The second and final reading will be held on Monday, March 20, 2017 at 6:00 p.m.

Ms. Then stated the applicant is present if there are any questions.

Chairperson/Member Gauder asked if there were any questions.

- Fred Miller stated he owns the property directly south of the proposed project. He stated his main issue is the impact on the flow of traffic and he presented the Board with pictures of the vehicles on County Road 25 at various times throughout the day. He has lived on his property for 37 years and has witnessed many traffic accidents, including traffic fatalities; difficulty entering and exiting his driveway has increased over the years.

Growth Management Director Thad Carroll stated the traffic issue will be discussed in the subsequent ordinance and also during the site plan process.

- Fred Miller stated he is glad to hear this; he has heard this in the past and no improvements have been made. He stated motorists are utilizing County Road 25 to avoid the traffic lights on HWY 27/441.

Member Conlin confirmed with Mr. Miller that his property is located between Griffin Road and the proposed project.

- Steve Lutz, 414 Tarrson Boulevard, Lady Lake, stated he is concerned with the multi-level residential dwelling. He would like to see an accurate drawing of the building rather than the conceptual drawing of the building that was presented at the Special Conceptual Workshop meeting. Also, he stated the conceptual drawing shows a retention basin located on the south side of the property which is up hill from the building. He feels the Board should have more accurate drawings of the project prior to voting.

Chairperson/Member Gauder asked if there were any questions, and hearing none, asked for a motion.

Upon a motion by Member Sigurdson and a second by Member Conlin, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2017-01 to the Town Commission for consideration by the following roll call vote:

<i>ROHAN</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>LeCLERC</i>	<i>YES</i>
<i>GAUDER</i>	<i>YES</i>

3. Ordinance No. 2017-02 – Small Scale Future Land Use Comprehensive Plan Amendment – T-Lynne Properties, LLC – Requesting an Amendment from Lake County Urban Medium Density to Lady Lake Commercial General – Retail Sales and Services for One Parcel, Approximately .51 +/- Acres Located along the West Side of County Road 25, Approximately 650 +/- Lineal Feet North of the Intersection of Griffin Avenue and County Road 25, Lake County, FL (alternate Key 3785245) (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated the applicant, Lawrence D. Breech, on behalf of T-Lynne Properties, LLC, filed an application to amend the future land use of one parcel of land, along the west side of County Road 25, approximately 650 +/- lineal feet north of the intersection of Griffin Avenue and County Road 25, identified by alternate key 3785245, within Lake County, Florida.

The proposed Small Scale Comprehensive Plan Amendment is a land use change from Lake County Urban Medium to Town of Lady Lake Commercial General - Retail Sales and Services (RET) for the +/- .51-acre parcel. Staff recommends approval of this ordinance.

Ms. Then presented a map identifying the zoning classifications of adjacent properties.

The subject properties lie in Section 08, 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.

Ms. Then reported the small scale application was received on Thursday, January 5, 2017, and has been reviewed and determined to be complete, satisfying the necessary criteria as required under statutory requirements. The application was found to meet the requirements of the Land Development Regulations (LDRs) as well as the adopted Comprehensive Plan.

Concurrency Determination Statement: The proposed Small Scale Comprehensive Plan Amendment is a land use change from Lake County Urban Medium to Town of Lady Lake Commercial General-Retail Sales and Services (RET) for the annexation of a +/- .51-acre parcel to combine an existing +/- 1.11-acre parcel for the proposal of a Multi-Tenant Development Complex proposing a total of 6,600-square feet of commercial medical, office, or retail, sales and services featuring two 3,300-square foot, two-story buildings with three apartments on the second floor each. The rezoning changes is from Lake County C-2 to Lady Lake Planned Commercial (CP).

Impact on Town Services:

Potable Water – Eleven water ERUs are expected to be needed to service the site. The Town has capacity to service the proposed development at this time.

Sewer – Eleven sanitary Sewer ERUs are expected to be needed to service the site. The Town has capacity to service the proposed development at this time.

Schools – The school impact expected is based on the proposed six apartment units. Using the updated Lake County student generation rates based on the recently-updated impact fee study, the minimum impact expected is a maximum of three school children (one student for each school).

	MF-DU	# of Apartments	School Impact (based on MF-DU)
Total	0.283	6	3
Elementary	0.143	6	1
Middle School	0.063	6	1
High School	0.077	6	1

Table 2 - Trip Generation Volumes (Proposed)

LAND USE	AMOUNT	PM PK HR		
		Vol.	In	Out
Apartment	6 Dwelling Units	4	3	1
Specialty Retail Center	6,400 SF of GFA	17	7	10
TOTAL		21	10	11

Transportation – Once trip generation rates are established, trip generation volumes can be calculated based upon the size and extent of the development. Table 2 summarized the trip generation for the proposed project.

Ms. Then stated a traffic study has been provided with the application showing the maximum expected generated traffic based on the apartments and the retail center. It was determined there will be a maximum of 21 trips during the PM peak hours. She stated during the site plan process, there will be more details in terms of what will be needed to accommodate the traffic flow. In order to determine the net effect of the site on the road system, the trip generation volumes need to be adjusted to consider the effects of internal capture and pass-by.

Parks and Recreation – The annexation, small scale future land use amendment, and the rezoning applications will not cause the P&R level of service to be exceeded since the project is proposing for a maximum of six dwelling units.

Stormwater – Project will be required to adhere to SJRWMD guidelines. As per FEMA FIRM MAP 12069C0160E effective 12/18/2012, the parcel(s) is Flood Zone X – Outside the 500-year floodplain.

Future Land Use

Subject Properties	Lake County-Urban Medium Density
Future Land Use of Adjacent Properties	
West	Lady Lake- Mixed Residential- Medium Density (MR-MD)
East	ROW/ Lady Lake- Commercial General- Retail Sales and Services (RET)
North	Lady Lake- Commercial General- Retail Sales and Services (RET)
South	Lake County- Urban Medium Density

Comments – The annexation and rezoning applications have been submitted concurrently with the Small Scale Future Land Amendment application on January 5, 2017.

Notices to inform the surrounding property owners (12) within 150 feet of the properties proposed by the small scale application request were mailed Monday, January 24, 2017. The properties were posted Monday, January 30, 2017.

The Technical Review Committee members individually reviewed the application for Ordinance No. 2017-02, provided comments by January 18, 2017, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Local Planning Agency is scheduled to consider Ordinance No. 2017-02 on Monday, March 6, 2017 at 5:30 p.m. The Town Commission is scheduled to consider Ordinance No. 2017-02 for first reading on Monday, March 6, 2017 at 6:00 p.m. The second and final reading will be held on Monday, March 20, 2017 at 6:00 p.m.

Ms. Then stated the applicant is present if there any questions.

Chairperson/Member Gauder asked if there were any questions.

Member Sigurdson asked if a traffic impact study has been completed for County Road 25.

Ms. Then stated when the site plan application is submitted, it will also be reviewed by Lake County Public Works staff, as well as the Lake-Sumter Metropolitan Planning Organization, which is the entity that reviews any and all traffic impact within our local roads and our regional network of roads.

Member Sigurdson stated he lives near this area and the traffic is extremely heavy at certain times of the day.

Ms. Then stated that Town staff has a very good communication relationship with Lake County Public Works and the Lake-Sumter Metropolitan Planning Organization and any concerns regarding road needs are always conveyed to them.

Chairperson/Member Gauder asked how far the traffic light at Griffin Road is to the proposed property.

Ms. Then stated the subject parcel is located approximately 650 lineal feet from the intersection.

Chairperson/Member Gauder asked if there were any further questions.

- Barb Lutz, 414 Tarrson Boulevard, stated her property is directly behind the proposed project. She stated her major concerns are the proximity of this building to the houses in the neighborhood and the safety that the apartments' renters may bring to the residents of the neighborhood. Also, at the conceptual workshop meeting with Town Commission, the builder stated he will build an eight-foot concrete wall between this building and the houses abutting this property. Ms. Lutz stressed she would like the wall constructed first, prior to the construction of the building.

Chairperson/Member Gauder asked if there were any further questions, and hearing none, asked for a motion.

Upon a motion by Member Conlin and a second by Member Sigurdson, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2017-02 to the Town Commission for consideration by the following roll call vote:

<i>ROHAN</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>LeCLERC</i>	<i>YES</i>
<i>GAUDER</i>	<i>YES</i>

4. Ordinance No. 2017-03 – Rezoning – T-Lynne Properties, LLC from Lake County Community Commercial District (C-2) and Lady Lake Planned Commercial (CP) to Lady Lake Planned Commercial (CP) for Two Parcels Located Along the West Side of County Road 25, Approximately 650 +/- Lineal Feet North of the Intersection of Griffin Avenue and County Road 25, Lake County, Florida, Approximately .51 +/- Acres of Land (Alternate Keys 3785245 and 2933089) (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's Office). She stated the applicant, Lawrence D. Breech, on behalf of T-Lynne Properties, LLC, filed an application to rezone two parcels of land along the west side of County Road 25, approximately 650 +/- lineal feet north of the intersection of Griffin Avenue and County Road 25, identified by alternate keys 3785245 and 2933089, within Lake County Florida. The combined parcels total 1.63 +/- acres of land to develop a multi-tenant development complex proposing a total of 6,600 square feet of commercial medical, office, or retail sales and services featuring two

3,300 square foot, two-story buildings with three apartments on the second floor each. Staff recommends approval of this ordinance.

Ms. Then presented an updated map depicting both parcels, the .51-acre parcel discussed during the previous ordinances and another parcel that is 1.12 acres.

Ms. Then presented a zoning map of adjacent properties and the proposed permitted uses for this site. These include retail sales and services, business, personal and financial services, professional office, medical office/clinic, restaurant, apartments, clubs, lodges and fraternal organizations. Any and all uses other than those aforementioned as “permitted uses” shall be prohibited. The proposed hours of operation are 6:00 am to 9:00 p.m.

Zoning

Subject Property	Lake County Community Commercial District (C-2) and Lady Lake Planned Commercial (CP)
Zoning of Adjacent Properties	
West	Lady Lake- Mixed Residential Medium Density (MX-8)
East	ROW/Lady Lake Planned Commercial (CP)
North	Lady Lake Planned Commercial (CP)
South	Lake County Community Commercial District (C-2)

The design will have a maximum impervious surface ratio limited to 80%, including building coverage; the maximum building height is 35-feet unless adequate fire protection measures are provided. The setback requirements shall be 35-feet fronting County Road 25, 10-foot rear yard setback and 10-foot side yard setback, which are in accordance to the LDR Chapter 20.

Ms. Then presented the latest updated bubble plan.

The subject properties lie in Section 08, 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.

The rezoning application was received on Thursday, January 5, 2017, and has been reviewed and determined to be complete, satisfying the necessary criteria as required for rezoning. The application was found to meet the requirements of the Land Development Regulations (LDRs), as well as the adopted Comprehensive Plan.

Notices to inform the surrounding property owners (12) within 150 feet of the properties proposed by the rezoning request were mailed Monday, January 24, 2017. The properties were posted Monday, January 30, 2017.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-03, provided comments by January 18, 2017, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Town Commission is scheduled to consider Ordinance No. 2017-03 for first reading on Monday, March 6, 2017 at 6:00 p.m. The second and final reading will be held on Monday, March 20, 2017 at 6:00 p.m.

Ms. Then stated the applicant is present if there are any questions.

Mr. Carroll stated the conceptual plan depicts the eight-foot wall; however, there is no language in the Memorandum of Agreement requiring the developer to construct the wall prior to occupancy. He stated the Board could request the applicant include language in the MOA to construct the wall prior to obtaining a certificate of occupancy for either building.

Chairperson/Member Gauder asked if there were any questions.

Member Conlin stated he has not heard of the proposed wall and asked if it is possible to construct the wall prior to any other construction, and if a representative of the group of homes behind the proposed project would be able to approve it.

Lawrence Breech, managing member for T-Lynne Properties, stated the site plan will include an eight-foot wall as a buffer between the proposed project and the houses behind the project. He stated he has no issue constructing the wall first.

Chairperson/Member Gauder asked what material will be used to build the wall.

Mr. Breech replied that the wall is presented as block and stucco with columns every 30-feet.

Mr. Carroll stated the detail will be brought before the Board during the site plan process.

Member LeClerc stated the parking seems to be limited for the amount of traffic that will be entering the property and asked who determines what is an adequate amount of parking spaces.

Mr. Breech stated they have more parking spaces (48) than was required by the engineer (45).

Chairperson/Member Gauder stated he would like language included in the Memorandum of Agreement. He asked if there were any further questions.

- Steve Lutz, 414 Tarrson Boulevard, stated people currently park on Tarrson Boulevard and walk through the neighborhood yards; some residents have relayed to him that people drive their golf carts through the woods onto their property. He stated, if the wall is not built first, he fears there will more traffic through their yards, including the construction workers' vehicles because there is not much parking on Tarrson Boulevard.

Attorney Sasha Garcia confirmed with Chairperson Gauder that the language regarding the construction of the wall between the properties is to be included in the Memorandum of Agreement to make it consistent.

Chairperson/Member Gauder asked if there were any further questions, and hearing none, asked for a motion.

Upon a motion by Member Rohan and a second by Member Conlin, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2017-03 to the Town Commission for consideration by the following roll call vote:

<i>ROHAN</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>LeCLERC</i>	<i>YES</i>

GAUDER

YES

5. Ordinance No. 2017-05 – Rezoning/CP MOA Amendment – SAP Property Holdings, LLC – Requesting to Rezone/Amend the Existing CP Memorandum of Agreement (Ordinance No. 2000-16) for a Parcel Approximately 4.84 +/- Acres Located at 871 Highway 466, Approximately ¼ Miles West of the Intersection of Rolling Acres Road and County Road 466, Lake County, FL (Alternate Key 1279721) (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated the applicant Loyde Sadlowski on behalf of SAP Property Holdings, LLC, filed an application to rezone/amend the existing Memorandum of Agreement for a parcel consisting of 4.84 +/- acres of land, approximately ¼ mile west of the intersection of Rolling Acres Road and County Road 466, identified by alternate key 1279721 within Lake County, Florida.

The property is currently vacant; the proposed Rezoning/Memorandum of Agreement Amendment is requesting to modify permitted land uses and landscaping buffer requirements under the existing agreement (Ordinance No. 2000-16). Staff recommends approval of this ordinance.

The subject property lies in Section 18, 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.

Ms. Then presented a map of the property location and a map of the adjacent properties’ zoning classifications.

Zoning

Subject Property	Lady Lake Planned Commercial (CP)
Zoning of Adjacent Properties	
West	Lake County- RA-Ranchette District
East	Lady Lake Planned Commercial (CP)
North	Lake County- RA- Ranchette District
South	ROW/Lady Lake Light Commercial (LC)

Future Land Use

Subject Property	Lady Lake Commercial General-Retail Sales and Services (RET)
FLU of Adjacent Properties	
West	Lake County- Urban Medium Density
East	Lady Lake Commercial General-Retail Sales and Services (RET)
North	Lake County- Urban Medium Density
South	ROW/ Lady Lake Commercial General-Retail Sales and Services (RET)

Ms. Then stated the permitted uses for this ordinance includes banks, business services, equipment rental with no outside storage or display, financial services, health/exercise clubs, medical office/clinic, office complex, office condominiums, office supplies, office/warehouse facilities, offices, offset printing, personal services, wholesalers and distributors.

Ms. Then presented the following amendment proposals:

- The maximum impervious surface ratio has been requested to be 80%.

- Proposed maximum building height to be 35-feet, unless adequate fire protection measures are provided.
- No minimum lot size is required.
- No minimum lot width is required, which is consistent with commercial light zoning requirements.
- Front yard setback: local roadway, 25-feet.
collector roadway, 35-feet.
arterial roadway, 50-feet.
- Rear yard setback: 15-feet.
- Side yard setback: another lot, 5-feet.
local roadway, 25-feet.
collector roadway, 35-feet.
arterial roadway, 50-feet.

Ms. Then presented a map of the latest conceptual bubble plan submitted by the applicant. She stated the following permitted land uses are proposed to be removed:

- Single Family Dwelling Units for owners’/caretakers’ residence
- Adult Congregate Living Facility
- (Licensed) Community Residential Homes with more than 6 residents
- Mini storage warehouse personal
- Ministorage to include motor vehicle, RV, and boat storage
- Multi-family dwelling units (6 dwelling units per acre)

Ms. Then stated landscaping buffers on the west and north property boundaries are proposed to be reduced from Landscaping Buffer Class “D”, which requires a 40-foot buffer, to Landscaping Buffer Class “A”, which requires a 10-foot buffer, to maintain consistency with medical office complexes and surrounding developments along the Highway 466 corridor.

The rezoning application was received on Thursday, January 19, 2017, and has been reviewed and determined to be complete, satisfying the necessary criteria as required for rezoning. The application was found to meet the requirements of the Land Development Regulations (LDRs) as well as the adopted Comprehensive Plan.

Ms. Then stated notices to inform the surrounding property owners (5) within 150 feet of the properties proposed by annexation request were mailed Monday, January 24, 2017. The properties were posted Monday, January 30, 2017. No objections or letters of support have been received. She stated she received a telephone call a week after the notices were posted from a property owner to the north regarding general information about the project.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-05, provided comments by February 6, 2017, and determined the application to be complete. The Town Commission is scheduled to consider Ordinance No. 2017-05 for first reading on Monday, March 6, 2017 at 6:00 p.m. The second and final reading will be held on Monday, March 20, 2017 at 6:00 p.m.

Ms. Then stated the applicant is present if there are any questions.

Member Conlin asked if the large section of land to the rear of the property is landlocked.

Ms. Then stated it is not landlocked; the applicant also owns the property adjacent to The Villages. She stated they access their property from Highway 466.

Member Conlin asked what the main intent of the buildings' use will be.

Loyde Sadlowski, applicant for the owners, stated the owners are three doctors who have offices in other areas and desire to develop this parcel into a medical complex. This will be a one-story building and will provide more parking than required.

Chairperson/Member Gauder asked if there has been communication with the current buildings' owner(s) to connect the drive through the rear of the project.

Mr. Sadlowski stated there has been communication and the conceptual plan shows a connection to the property on the east. He stated if the property to the west is developed, it can also be connected. Additionally, to aid in the overall traffic pattern, a second drive has been included to relieve the traffic that will be entering and exiting the property.

Mr. Carroll stated a cross-access will be provided and it will be depicted on the plans. He stated when the adjacent property owners develop their property, they will have the right to traverse the property from the east and west.

Chairperson/Member Gauder asked if there were any questions, and hearing none, asked for a motion.

Upon a motion by Member Rohan and a second by Member Sigurdson, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2017-05 to the Town Commission for consideration by the following roll call vote:

<i>ROHAN</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>LeCLERC</i>	<i>YES</i>
<i>GAUDER</i>	<i>YES</i>

6. Ordinance No. 2017-06 – Annexation – the Villages of Lake-Sumter, Inc., - Requesting to Annex Two Lots Located Within Orange Blossom Gardens Unit 3.1B, Lake County, FL, Referenced by Alternate Key Numbers 2523077 and 2523832 (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's Office). She stated this is the eleventh wave of annexations by The Villages. The annexations, small scale and rezoning of certain parcels are for those located within the enclaves in the older section of The Villages. She stated the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed applications to annex properties consisting of two lots located within Orange Blossom Gardens Units 3.1B. The annexation application involves 0.27 +/- acres of property from unincorporated Lake County into the Town of Lady Lake. Staff recommends approval of this ordinance.

The lots are addressed as follows:

- 809 Silver Oak Avenue
- 827 Silver Oak Avenue

Ms. Then stated the present use of the properties is manufactured homes to be replaced by a conventional single-family residence. She stated the subject properties lie in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. An appropriate legal description, a location map, and a sketch of the properties have been included with the submitted application. The lots will be served by the Village Center Community Development District Central Water and Sewer System, as well as the District’s Fire Department.

Ms. Then presented a map highlighting the subject parcels, photographs of the properties and of the postings, and surveys for the parcels submitted by the applicant.

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 exists as both contiguous and non-contiguous lots.

The annexation application was received on Tuesday, January 24, 2017, 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.

Notices to inform the surrounding property owners (46) within 150 feet of the property proposed by the annexation request were mailed Thursday, January 26, 2017. The properties were posted Monday, January 30, 2017. There have been no objections or letters of support from the surrounding property owners regarding this application.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-06, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Town Commission is scheduled to consider Ordinance No. 2017-06 for first reading on Monday, March 6, 2017 at 6:00 p.m. The second and final reading will be held on Monday, March 20, 2017 at 6:00 p.m.

Ms. Then stated the applicant is present if there are any questions.

Chairperson/Member Gauder asked if there were any questions, and hearing none, asked for a motion.

Upon a motion by Member Conlin and a second by Member Rohan, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2017-06 to the Town Commission for consideration by the following roll call vote:

<i>ROHAN</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>LeCLERC</i>	<i>YES</i>
<i>GAUDER</i>	<i>YES</i>

7. Ordinance No. 2017-07 – Small Scale Future Land Use Comprehensive Plan Amendment – From Lake County Urban Medium Density to Lady Lake Manufactured Home High Density for Property Being Approximately 0.27 +/- Acres of Land, Owned by The Villages of Lake-Sumter, Inc., Referenced by Alternate Key Numbers 2523077 and 2523832, Two Lots Which Are Located Within Orange Blossom Gardens Unit 3.1B, Within Lake County, Florida. (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's Office). She stated the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed an application to amend the future land use comprehensive plan designation for properties consisting of two lots located within Orange Blossom Gardens Units 3.1B, from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density. The application involves 0.27 +/- acres of property from unincorporated Lake County into the Town of Lady Lake. Staff recommends approval of this ordinance.

The lots are addressed as follows:

- 809 Silver Oak Avenue
- 827 Silver Oak Avenue

Ms. Then presented maps depicting the future land use amendment and the zoning of adjacent properties.

The small scale future land use map amendment application was received concurrently with the annexation application and rezoning application on Tuesday, January 24, 2017, 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.

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 Villages propose to remove the existing manufactured homes on the lots to construct conventional built homes on the lots. There will be no increase in utility services, traffic, population, or recreation use.

Impact on Town Services:

Potable Water - No impact; lot is served by the Village Center Community Development District Central Water System.

Sewer - No impact; lot is 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 to the Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.

The subject property involves approximately 0.45 +/- 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

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.

Ms. Then stated 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.

Notices to inform the surrounding property owners (46) within 150 feet of the property proposed by the SSFLUM Amendment request were mailed Thursday, January 26, 2017. The properties were posted Monday, January 30, 2017.

The Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2017-07, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Local Planning Agency is scheduled to consider Ordinance No. 2017-07 on Monday, March 6, 2017 at 5:30 p.m. The Town Commission is scheduled to consider Ordinance No. 2017-07 for first reading on Monday, March 6, 2017 at 6:00 p.m. The second and final reading will be held on Wednesday, March 20, 2017 at 6:00 p.m.

Ms. Then stated the applicant is present if there are any questions.

Chairperson/Member Gauder asked if there were any questions, and hearing none, asked for a motion.

Upon a motion by Member Rohan and a second by Member Conlin, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2017-07 to the Town Commission for consideration by the following roll call vote:

ROHAN	YES
CONLIN	YES
SIGURDSON	YES

LeCLERC
GAUDER

YES
YES

8. Ordinance No. 2017-08 – Rezoning – The Villages of Lake-Sumter, Inc. – Requesting a Rezoning of Property Being 0.27 +/- Acres of Land from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8) – for Two Lots Located Within Orange Blossom Gardens Unit 3.1B, Lake County, Florida, Referenced by Alternate Key Numbers 2523077 and 2523832 (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed an application to rezone property consisting of two lots located within Orange Blossom Gardens Units 3.1B. The application involves rezoning 0.27 +/- 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 addressed as follows:

- 809 Silver Oak Avenue
- 827 Silver Oak Avenue

Ms. Then presented photographs of the subject properties and the zoning map of the adjacent properties.

The rezoning application was received concurrent with the small scale and annexation applications on Tuesday, January 24, 2017, 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.

Notices to inform the surrounding property owners (46) within 150 feet of the property proposed by the rezoning request were mailed Thursday, January 26, 2017. The properties were posted Monday, January 30, 2017. There have been no objections or letters of support from the surrounding property owners.

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)

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-08, and determined the application to be complete and ready for transmittal

to the Planning and Zoning Board. The Town Commission is scheduled to consider Ordinance No. 2017-08 for first reading on Monday, March 6, 2017 at 6:00 p.m. The second and final reading will be held on Monday, March 20, 2017 at 6:00 p.m.

Ms. Then stated the applicant is present if there are any questions.

Chairperson/Member Gauder asked if there were any questions, and hearing none, asked for a motion.

Upon a motion by Member Sigurdson and a second by Member Conlin, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2017-08 to the Town Commission for consideration by the following roll call vote:

<i>ROHAN</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>LeCLERC</i>	<i>YES</i>
<i>GAUDER</i>	<i>YES</i>

9. Orange Blossom Gardens Unit 7A – Final Plat Plan – The Villages of Lake-Sumter, Inc. – A Partial Replat of Orange Blossoms Gardens Unit 7, Creating a New Subdivision Consisting of Three Lots Along the 1400 Block of Orange Blossom Gardens Unit 7, at the Intersection of West Schwartz Boulevard and Bowersox Drive (Alternate Keys 2830948, 3302117, and Vacated Right-Of-Way Resolution No. 2014-119 OR BK 4542 PGS 1327-1328)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated the applicant, Farner, Barley & Associates, Inc., has submitted plans for the final plat approval of a subdivision on behalf of property owner, The Villages of Lake-Sumter, Inc., reconfiguring two lots from the Orange Blossom Garden Unit 7 and a portion of right-of-way vacated along Bowersox Drive (Resolution No. 2014-119) into three lots thus establishing a new subdivision title Orange Blossom Gardens Unit 7A. Staff recommends approval of the final plat plan.

The final plat was reviewed to determine if it is in compliance with the Land Development Regulations (LDRs) and the Florida Statutes Chapter 177. The following items were included in the packet:

- Final Plat Application.
- Final Plat Review completed by the Town Attorney, dated 01/03/2017.
- Final Plat Review completed by the Town Surveyor, dated 01/30/2017 and 02/08/2017.
- Declaration of Covenants, Restrictions and Easement for Orange Blossom Gardens Unit 7A.
- Subdivision Title Report dated 12/13/2017.
- Final subdivision Plat Plans dated 02/06/2017.
- Survey.

Ms. Then reported the portion of the right-of-way vacated as per Resolution No. 2014-119 along Bowersox Drive was adopted by the Town Commission on October 23, 2016. She stated there are existing homes at 1428 West Schwartz Boulevard (Alternate Key 3302117) and 1751 West Schwartz Boulevard (Alternate Key 2830948) owned by The Villages of Lake-Sumter, Inc. Therefore, home replacements on the existing lots and/or new construction on the newly created

lots must be completed satisfactory and in compliance with the Town of Lady Lake Zoning Ordinance, Floodplain Management Ordinance, and the provisions of the Florida Building Code.

Ms. Then presented a sketch of the current boundary survey and a sketch of the proposed final plat plan. She stated each lot was reviewed to ensure it meets the required lot size minimums per the MX-8 zoning district classification.

Satisfied/revised items:

- Exhibit “A” of the Title of Opinion must be consistent with the legal description found in the survey (by the Town Attorney) – satisfied
- Show Proposed Easements (by the Town Attorney) – satisfied
- Add reference to Orange Blossom Gardens plat book and pages for roadway (by the Town Surveyor) – satisfied
- Tie referenced centerline of West Schwartz Boulevard to proposed plat (by the Town Surveyor) – satisfied
- Lot corners are not set (by the Town Surveyor) – satisfied
- Old corners need to be removed (by the Town Surveyor) – satisfied

The application for the final plat plan application was received on Thursday, December 15, 2016.

Ms. Then stated notifications to adjacent property owners is not required for subdivision plat plan applications.

The Technical Review Committee (TRC) members individually reviewed the application for Orange Blossom Gardens Unit 7A final plat plan by February 6, 2017, and determined the application to be complete and ready for transmittal to the forwarding to the Planning and Zoning Board for their recommendation. The Town Commission is scheduled to consider the final plat application at their regular meeting on Monday, March 6, 2017 at 6:00 p.m. for final approval. Ms. Then noted two readings are not required by the Town Commission for a subdivision approval.

Ms. Then stated the applicant is present if there are any questions.

Member Conlin asked if the applicant owns the homes on both sides of this lot.

Ms. Then stated the property records show The Villages owns those homes.

Martin Dzuro, representing The Villages, stated The Villages owns the homes on each side of the parcel where the Bowersox right-of-way was previously located. He stated a title opinion from the attorney is required when the plat is recorded.

Member Conlin asked if those two homes will be removed to make room to build the three proposed homes.

Mr. Dzuro replied that they will be removed as they are on 65-foot lots, and the plat plan before the Board represents three 60-foot lots on which to build conventional homes.

Member Sigurdson asked Ms. Then if the vacated right-of-way was considered part of the road that went into another property. He stated it looks as though it was an extension of Bowersox Dr.

Mr. Carroll stated that the Town vacated this portion of Bowersox Drive approximately two years

ago where it was approved by the Town Commission at a public hearing. He stated it initially dead-ended into the parcel, and at this time, it is clear to re-plat the property in this manner.

Chairperson/Member Gauder asked if there were any questions, and hearing none, asked for a motion.

Upon a motion by Member Rohan and a second by Member Conlin, the Planning and Zoning Board recommended transmittal and approval of the Orange Blossom Gardens Unit 7A Subdivision, Partial Replat – Final Plat application to the Town Commission by the following roll call vote:

<i>ROHAN</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>LeCLERC</i>	<i>YES</i>
<i>GAUDER</i>	<i>YES</i>

CHAIRPERSON/MEMBERS' REPORT:

Chairperson Gauder stated Board Members Conlin, Sigurdson and Gauder's terms are expiring this month, and asked if they would like to be considered for re-appointment by the Town Commission. All three members stated they would like to be considered for re-appointment.

Attorney Garcia welcomed new Planning and Zoning Board member, Regis LeClerc, and thanked him for being a part of the Board.

ADJOURN

With nothing further to discuss, the meeting was adjourned at 6:44 p.m.

Carol Osborne, Staff Assistant to the Town Clerk John Gauder, Chairperson

Minutes transcribed by Carol Osborne, Staff Assistant to the Town Clerk