

**MINUTES OF  
THE LOCAL PLANNING AGENCY  
LADY LAKE, FLORIDA  
March 6, 2017**

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

**CALL TO ORDER:** Chairperson/Member Jim Richards

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

**ABSENT:** Member Paul Hannan

**STAFF MEMBERS PRESENT:** Kris Kollgaard, Town Manager/Town Clerk; Thad Carroll, Growth Management Director; and Nancy Slaton, Deputy Town Clerk

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

**NEW BUSINESS:**

1. **Approval of Minutes: February 6, 2017 Local Planning Agency Meeting (on file in the Town Clerk's office)**

*Upon a motion by Member Kussard and seconded by Member Holden, the Local Planning Agency members approved the minutes of the February 6, 2017 meeting as presented by a vote of 4 to 0.*

2. **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 (RET) – for One .51 +/- Acre Parcel – Located Along the West Side of County Road 25, Approximately 650 +/- Lineal Feet North of the Intersection of Griffin Avenue and County Road 25, Referenced by Alternate Key 3785245 (Thad Carroll)**

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk's office). He stated that a Small Scale Comprehensive Plan Amendment application has been filed with the Town of Lady Lake by Lawrence D. Breech on behalf of T-Lynne Properties, LLC, 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. Mr. Carroll stated staff recommends approval of this ordinance.

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 were included with the submitted application.

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, and is ready for transmittal to the Town Commission.

A map of the subject parcel, a survey of the property, a map of showing the future land use of the subject parcel and adjacent properties, and photos of the posting of the property were shown.

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, and featuring two 3,300 sq. ft. two-story buildings with three apartments on the second floor of each. The rezoning change is from Lake County C-2 to Lady Lake Planned Commercial (CP).

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

Potable Water – Eleven (11) water ERUs are expected to be needed to service the site. Town has capacity to service the proposed development at this time.

Sewer – Eleven (11) sanitary sewer ERUs are expected to be needed to service the site. Town has capacity to service the proposed development at this time.

Schools – The school impact expected based on the proposed six apartment units. Using the updated Lake County student generation rates based on the recently-updated impact fee study, minimum impact expected with 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

Transportation –

**TRIP GENERATION - PROPOSED**

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

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
<b>TOTAL</b>		<b>21</b>	<b>10</b>	<b>11</b>

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 & 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 proposing for a maximum of six (6) 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-yr Floodplain.

**Future Land Use**

Subject Properties	Lake County-Urban Medium Density
<b>Future Land Use of Adjacent Properties</b>	
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

It was noted that annexation and rezoning applications have been submitted concurrently with this Small Scale Future Land Use Amendment application.

Mr. Carroll reported that notices to inform the surrounding property owners (12) within 150 feet of the properties proposed by annexation request were mailed on Monday, January 23, 2017. The properties were posted on Monday, January 30, 2017. He stated residents attended the Special Commission Conceptual Workshop meeting on November 21, 2016, and a letter was submitted by an adjacent property owner to the south requesting to be acknowledged at the Planning and Zoning meeting. No other letters of objection or support have been received.

The Technical Review Committee (TRC) 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. At the February 13, 2017 meeting, the Planning and Zoning Board voted 5-0 to forward Ordinance No. 2017-02 to the Town Commission with the recommendation of approval. The Town Commission is scheduled to consider the ordinance for second/final reading on Monday, March 20, 2017 at 6:00 p.m.

Mr. Carroll stated the applicant is present if there are any questions.

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

*Upon a motion by Member Holden and a second by Member Vincent, the Local Planning Agency recommended approval of Ordinance No. 2017-02 by a roll call vote of 4-0.*

**3. Ordinance No. 2017-07 - Small Scale Future Land Use Comprehensive Plan Amendment - The Villages of Lake-Sumter, Inc. – from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density – for Two Lots Located within Orange Blossom Gardens Unit 3.1B, Referenced by Alternate Key Numbers 2523077 and 2523832 (Thad Carroll)**

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., has filed an application to amend the future land use comprehensive plan designation for properties consisting of two lots located Within Orange Blossom Gardens Unit 3.1B, from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density. The application involves annexing 0.27 +/- acres of property from unincorporated Lake County into the Town of Lady Lake. The proposed properties are addressed as follows:

- 809 Silver Oak Avenue
- 827 Silver Oak Avenue

The Small Scale Future Land Use Map Amendment application was received 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, and is ready for transmittal to the Town Commission. Mr. Carroll stated staff recommends approval of this ordinance.

A map, an aerial view, surveys of the properties were shown, as were photos of the posting of the properties. A future land use map was also shown.

Concurrency Determination Statement: 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. There will be no increase in utility services, traffic, population, or recreation use.

Mr. Carroll reported there will be no impact on Town services as shown below:

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 homes will be replaced with new homes. 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.

The subject property involves approximately 0.27 ± 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
<b>Future Land Use of Adjacent Properties</b>	
West	Lake County Medium Urban Density
East	Lake County Medium Urban Density
North	Lake County Medium Urban Density
South	Lake County Medium Urban Density

Comments:

- 1) Annexation and rezoning applications have been submitted concurrently with this small scale future land use amendment application.
- 2) In accordance to the Interlocal Agreement for Building Permits & Inspections Section 2).A)., executed on June 23, 2015, if The Villages has applied for annexation, then the Town can issue building permits located within the unincorporated area.
- 3) Project will be required to adhere to St. John’s River Water Management District guidelines and the Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.

Mr. Carroll stated that notices to inform the surrounding property owners (46) within 150 feet of the property proposed by the SSFLUM Amendment request were mailed on Thursday, January 26, 2017. The properties were posted on Monday, January 30, 2017. He stated there have been no objections or letters of support received to date.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-07, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the February 13, 2017 meeting, the Planning and Zoning Board voted 5-0 to forward Ordinance No. 2017-07 to the Town Commission with the recommendation of approval. The Town Commission is scheduled to consider this ordinance for second/final reading on Monday, March 20, 2017 at 6:00 p.m.

Mr. Carroll stated the applicant is present if there are any questions.

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

***Upon a motion by Member Vincent and seconded by Member Holden, the Local Planning Agency recommended approval of Ordinance No. 2017-07 by a roll call vote of 4-0.***

**ADJOURN:** There being no further discussion, the meeting was adjourned at 5:39 p.m.

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Kristen Kollgaard, Town Clerk

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Jim Richards, Chairperson

Minutes transcribed by Nancy Slaton, Deputy Town Clerk