

**MINUTES OF THE
TOWN OF LADY LAKE
PARKS, RECREATION AND TREE BOARD ADVISORY COMMITTEE
LADY LAKE, FLORIDA**

**September 10, 2014
5:30 p.m.**

The Parks and Recreation Advisory Committee Meeting was held in the Town Hall Commission Chambers, 409 Fennell Blvd., Lady Lake, Florida.

CALL TO ORDER: Connie Merrell-Kasch, Chairperson

Chairperson/Member Kasch called the meeting to order at 5:30 p.m.

A. ROLL CALL: Connie Merrell-Kasch, Chairperson/Member
Doris Turlo, Vice Chairperson/Member
Betty Cantelmo, Member
Chryle Lowery, Member
Thomas Schmelzer, Member

ABSENT: Julius Chirieleison, Member

STAFF MEMBERS PRESENT: Mike Burske, Parks and Recreation Director; Thad Carroll, Growth Management Director; and Julia Wolfe, Staff Assistant to Town Clerk

B. OPEN FORUM:

Chairperson Kasch asked if there were any comments from the audience. There were no comments.

C. NEW BUSINESS:

1. **APPROVAL OF THE MINUTES: July 16, 2014 Parks, Recreation and Tree Advisory Meeting.**

Upon a motion by Vice Chairperson/Member Turlo and a second by Member Lowery, the Parks, Recreation and Tree Advisory Committee approved the minutes of the July 16, 2014 Parks, Recreation and Tree Advisory Committee meetings as presented by a vote of 5-0.

2. **Consideration of the Conceptual Landscaping Plant and Waiver Requests for the Citizen's First Bank Drive-through Facility MJSP 07/14-001 – A Development Consisting of a 330 Sq. Ft. Financial Institution with the Provision a Three Service Lane Drive-Through Facility (Thad Carroll)**

Thad Carroll, Growth Management Director, gave the background summary from the agenda item cover sheet (on file in the Town Clerk's office). He stated applicant, Martin L. Dzuro, on behalf of The Villages Operating Company, has submitted an application for the construction of a new Citizen's First Bank drive-through facility to be located at 1105 Caballero Court, within The Villages Downtown Center in Spanish Springs, identified by alternate key number 3840565. The applicant proposes the construction of a 330 sq. ft. financial institution building with the provision a three lane service drive-through facility. The site plan was reviewed to determine if it is in compliance with the Land

Development Regulations (LDRs) including parking, setbacks, landscaping, engineering, environmental protection and commercial design standards.

The subject property is approximately .30 +/- acres and is located within The Villages Center Planned Commercial Master Plan, also referenced as Spanish Springs. The property is zoned "CP" Planned Commercial which permits development and construction of the proposed facility and is in accordance with the Memorandum of Agreement adopted by The Village Center and the Tri-County Villages Development of Regional Impact (DRI). The requested use is consistent with the directives of the Comprehensive Plan and adopted Land Development Regulations.

Tree Requirements:

In accordance with Chapter 10 Landscape and Tree Protection, the site is required to provide 48 tree caliper inches based on its .30-acre area (160"x .30). Please see the landscaping tree proposal breakdown:

Existing trees to remain	48 tree caliper inches
Proposed canopy & understory trees	21 tree caliper inches
Proposed palms	<u>13</u> tree caliper inches
Total tree caliper inches	82 tree caliper inches

The applicant is providing significantly more than the required on-site tree caliper inches.

Mr. Carroll reviewed the presentation slides showing the property and site plans, and proposed landscaping buffers for the south, east and west sides of the property.

The following four (4) waiver(s) to the Landscaping Regulations have been proposed by the applicant:

I. Waiver to LDRs-Chapter 10, Section 10-3, b).B).1) for South Landscaping Buffer

Minimum landscaping requirement (Buffer Class Requirement-Table 10-1):

Class "A": 10' width minimum with 2 canopy trees, 3 understory trees and a continuous hedge.

Proposal: To waive two (2) understory trees.

Justification: Space limitation and constrains unique to the subject parcel that cannot be accommodated on site. The South elevation will exhibit the commercial driveway entrance directing traffic to the service lane. Additionally, adjacent mature canopy trees lie alongside this elevation.

II. Waiver to LDRs-Chapter 10, Section 10-3, b).B).1) for East Landscaping Buffer

Minimum landscaping requirement (Buffer Class Requirement-Table 10-1):

Class "A": 10' width minimum with 2 canopy trees, 3 understory trees and a continuous hedge.

Proposal: To waive two (2) canopy trees and one (1) understory trees.

Justification: Space limitation and constrains unique to the subject parcel that cannot be accommodated on site. The preservation of the 40" Oak Tree on this elevation combined with

the proposed trees will be sufficient to create the landscaping environment and look desired for this small site.

III. Waiver to LDRs-Chapter 10, Section 10-3, b).B).1) for West Landscaping Buffer

Minimum landscaping requirement (Buffer Class Requirement-Table 10-1):

Class "A": 10' width minimum with 2 canopy Trees, 3 understory trees and a continuous hedge.

Proposal: To waive three (3) understory trees.

Justification: The proposed trees will be sufficient to create the landscaping environment and look desired for this small site. There is also a reduction of overcrowding plant material due to the presence of an existing off site canopy tree on the west elevation.

IV. Waiver to submit Irrigation Plans as required per Land Development Regulations Chapter 10, Section 10-3)k)2)

Proposal: Applicant will modify existing irrigation system during construction since there are no as built plans for the current system. An automatic system design built will be constructed to meet The Villages Specifications.

Justification: The accurate preparation of the irrigation system is not possible and will not be discernible until the time of construction; therefore the applicant requests a deferral for this submittal item at this time.

Notes:

- The applicant will be preserving an existing 40" historic oak tree on the subject parcel.

The Town Commission is tentatively scheduled to consider the Site Plan application on Monday, October 6, 2014 at 6:00 p.m. Mr. Carroll introduced applicant Michael Pape of Michael Pape and Associates, P.A.

Michael Pape of Michael Pape and Associates, P.A. stated the site is an open-space area that was programmed when the building to the north/northwest was built that houses the Citizen's First Bank. He stated they anticipated there would be a drive-through facility on the site and to help preserve the 40" oak tree, a stack block wall was built around it over twenty years ago. Mr. Pape stated Spanish Springs is a lot different than your highway commercial area, which is part of why the waivers are being requested. He stated Spanish Springs is a true Town Center and has the look and feel of a downtown, and the streetscape is not one that is typical of what you might do with a Dollar Store or a shopping center.

Mr. Pape reviewed the presentation slides showing the site plan, landscape plan, and plants to be used. He stated the key points of the landscape plan are as follows:

- Preserves and enhances character of adjacent roads-Paige Place and Caballero Court.
- Reflects consistent landscape design quality and character of the Spanish Springs area of The Villages.
- Blends with scale and theme of setting.
- Uses customary Florida-Friendly design principals.

Member Lowery questioned whether research was done before planting the Bradford Pear Tree.

Mr. Pape replied that there are a lot of plants in The Villages that were used years ago that are not used anymore, and some of them like the Bradford Pear do not perform in this part of Florida.

Member Lowery stated rotating plants and the soil is a positive because plants gets used to that particular soil.

Member Cantelmo asked for the definition of caliper inches.

Mr. Pape stated the inches that are referred to by both the Code and the professionals have to do with the actual dimension of the tree. He stated trees are measured based on their size, and by professional standards in the forestry and the landscape industries, the 40" historic tree is measured at 4 1/2 feet above grade.

Member Cantelmo clarified he was talking about the girth of the tree and asked if the 48 caliper inches was one tree.

Mr. Pape replied the 48 inches is comprised of the Sabal Palm that is being preserved and the 40" historic oak tree.

Member Cantelmo clarified that caliper inches was a combination of trees.

Mr. Pape stated that was correct.

Member Cantelmo asked the definition of an understory tree.

Mr. Pape stated understory trees are typically smaller ornamental trees and gave examples of Crape Myrtle and Ligustrum, etc.

Vice Chairperson Turlo asked Mr. Pape if he was mainly answering questions about the trees and the bushes and not the building.

Mr. Pape stated he was answering questions about the landscaping.

Member Cantelmo asked if the Board was getting involved with the building.

Chairperson Kasch replied the Parks, Recreation and Tree Committee's purpose is to consider the landscaping only.

Upon a motion by Member Lowery and a second by Vice Chairperson/Member Turlo, the Parks, Recreation and Tree Advisory Committee recommended approval of the Conceptual Landscaping Plan and Waiver Requests for Citizen's First Bank Drive-Through Facility MJSP 07/14-001, by a vote of 5 to 0.

Mr. Carroll stated if the Board had questions and was interested in the commercial building, that meeting will occur next Tuesday. He stated the Commission convenes as a body that looks at the conceptual plan, elevations and the building.

Chairperson Kasch asked if that was the Planning and Zoning Board.

Mr. Carroll stated the application has already gone through the Planning and Zoning board. He stated the Town has Commercial Design Standards and they have to make sure they are adhering to the Code.

3. Consideration to Send a Recommendation of Approval to the Commission for the Floor Plan of the Little League Concession Stand at the Guava Street Athletic Complex (Mike Burske)

Parks and Recreation Director Mike Burske read the background summary for this agenda item. He stated the floor plan for the Little League Concession Stand is attached. He stated this design is different than the conceptual design the Board was given at the time this project was first introduced. He stated the Little League worked with Neel-Schaffer Engineering to design a functional building and they did not want to work with the two story design as originally proposed. This design is the work of the Lady Lake Little League and the additional bathrooms in the back of the building were requested by the Town. The extra bathrooms will hopefully replace the bathrooms by the tennis courts. Documents were attached for the Board's review.

Mr. Burske stated the Little League designed their own building, except for the picnic tables out front and the bathrooms.

Member Cantelmo asked the size of the building.

Mr. Burske replied the building is 2,045 square feet.

The Board members commented that the building looks nice.

Upon a motion by Member Lowery and a second by Vice Chairperson/Member Turlo, the Parks, Recreation and Tree Advisory Committee recommended approval of the Floor Plan of the Little League Concession Stand at the Guava Street Athletic Complex, by a vote of 5-0.

4. Review of the Fall Activities for 2014 (Mike Burske)

The background summary for this agenda item is on file in the Clerk's office. The activities of the different organizations are bundled by the season and the Parks and Recreation Director will seek the approval and recommendations of the Commission this year. In years past, the activities were programmed and then permission was requested to host the events. The programs that are listed are the same as last year with the addition of the Taste of Lady Lake in November. The dates may have changed and the times will be similar, but the Parks and Recreation Director is asking for flexibility with the times as he has not formally programmed the events and may find that the times may need to be changed due to various reasons.

The fall season has seven activities that will need the services of the Parks and Recreation Department. Keep in mind the Parks and Recreation Director will be working with the Chamber of Commerce on their Casino Night. Parks and Recreation staff will assist the Soccer Association and the Little League for their opening days and closing ceremonies, but dates and times have yet to be determined, and the opening ceremonies have historically been accepted as part of their programming and have not needed approval from the Town if they do not have activities other than the announcing of the teams or the passing out of awards and trophies. Between the beginning of October and the second Saturday of

December, the Town will have obligations for nine weekends. Needless to say, this is the Parks and Recreation Department's busiest time of year, but the most fun.

Parks and Recreation Director Mike Burske reviewed the fall events as follows:

- Opening Day for Soccer – September 27th
- Garden Club Plant Sale – October 4th
- Art-in-the-Park – October 11th and 12th
- Not Too Scary Halloween Party – October 25th
- Historical Society Rummage Sale – November 8th – rain date November 22nd
- Taste of Lady Lake – November 15th
- Christmas Parade – December 6th - rain date December 13th
- Light-up-Lady Lake – December 12th

Chairperson Kasch asked if there were any questions or comments; there were none.

D. CHAIRPERSON/MEMBERS' REPORT:

Mr. Burske thanked the Board for attending the meeting.

E. ADJOURN:

With nothing further to discuss, the meeting was adjourned at 5:39 p.m.

Julia Wolfe, Staff Assistant to Town Clerk

Connie Merrell-Kasch, Chairperson

Minutes transcribed by Julia Wolfe, Staff Assistant to Town Clerk