

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

**January 9, 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
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; Commissioner Ruth Kussard

OPEN FORUM:

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

NEW BUSINESS:

1. Approval of Minutes – December 13, 2016 Regular Meeting

Upon a motion by Member Sigurdson and a second by Member Rohan, the Planning and Zoning Board approved the minutes of the Planning and Zoning Board meeting of December 13, 2016 by a vote of 4-0.

2. Ordinance No. 2016-46 – Small Scale Future Land Use Comprehensive Plan Amendment – The Villages Operating Company - Duck Lake Warehouse H – From Lady Lake Government Facility (GF) to Lady Lake Industrial (I) – For 0.46 +/- Acres Located Along Sunbelt Road, within the Duck Lake Industrial Park, Lake County, FL (Alternate Key 3792693) (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 with The Villages Operating Company, has filed applications with the Town of Lady Lake to amend the future land use designation of one parcel approximately +/- .46 acres, located along Sunbelt Road, within the vicinity of the Duck Lake Industrial Park, within Lake County, Florida. The proposed small-scale comprehensive plan amendment is to change the future land use designation from Lady Lake Government Facilities

(GF) to Lady Lake Industrial (I). The subject parcel, which is located just south of property addressed as 505 Sunbelt Road, can be identified by Alternate Key number 3792693. The parcel originally was part of the boundaries of the VCCDD District Wastewater Treatment Plant Plan; however, it is now vacant. She stated staff recommends approval of this ordinance.

Ms. Then stated the applicant will be seeking approval for 4,445 square feet of warehouse with an anticipated build out in 2017. She presented a sketch of the proposed property, along with aerial photographs.

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 were included with the submitted application.

The small scale application was received on Thursday, November 3, 2016, 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.

Notices to inform the surrounding property owners (2) within 150 feet of the subject parcel of the Small Scale Comprehensive Plan Amendment request were mailed Monday, December 22, 2016. The property was also posted this same day and photographs of the postings were presented. Ms. Then stated one telephone inquiry was received regarding this amendment, and no objections to date.

Concurrency Determination Statement by the Applicant: The proposed Small Scale Comprehensive Plan Amendment is a land use change from Town of Lady Lake Public Facilities District to Town of Lady Lake Industrial to accommodate the construction of a manufacturing warehouse in the Duck Lake Industrial Center.

Impact on Town Services:

Potable Water - No impact; parcel is served by The Village Center Community Development District.

Sewer - No impact; parcel is served by The Village Center Community Development District.

Transportation – No improvements indicated; a traffic analysis is included in the P&Z packet.

School – No impact as the development proposed is a commercial project, not residential.

Parks & Recreation – The 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 an industrial site.

Stormwater – Project will be required to adhere to SJRWMD guidelines and any applicable provisions with the Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas. As per FEMA FIRM MAP 12069C0165E effective 12/18/2012, this parcel is Flood Zone X- Outside the 500-yr. Floodplain.

Ms. Then presented photographs of the proposed property from various neighboring properties.

Future Land Use

Subject Properties	Lady Lake- Government Facility (GF)
Future Land Use of Adjacent Properties	
West	Lady Lake- Government Facility (GF)
East	Lady Lake – Industrial (I)
North	Lady Lake – Industrial (I)
South	Lady Lake- Government Facility (GF)

Comments: A Rezoning application has been submitted concurrently with this Small Scale Future Land Use Amendment application.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2016-46, provided comments by December 26, 2016, 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. 2016-46 on Monday, February 6, 2017, at 5:45 p.m. The Town Commission is scheduled to consider Ordinance No. 2016-46 for first reading on Monday, February 6, 2017, at 6:00 p.m. The second and final reading will be held on Wednesday, February 22, 2017 at 6:00 p.m.

Ms. Then stated the applicant is in attendance.

Chairperson/Member Gauder asked if there were any questions.

Member Sigurdson asked if this property will be developed by The Villages Utilities and/or utilized by them.

Martin Dzuro, with The Villages Operating Company, stated this property will be developed by The Villages Operating Company, and is not associated with The Villages WWTP which is located south of the proposed property.

Member Conlin asked what type of product will be housed in this facility.

Mr. Dzuro stated this project is in the early stages of the conceptual plan. He speculated it will be a light manufacturing facility of carpentry items such as cabinets.

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. 2016-46 to the Town Commission for consideration by the following roll call vote:

ROHAN	YES
CONLIN	YES
SIGURDSON	YES
GAUDER	YES

3. Ordinance No. 2016-47 – The Villages Operating Company- Duck Lake Warehouse H – Request to Rezone from Lady Lake Public Facilities District (PFD) to Lady Lake Industrial

(I) For A Parcel Consisting of Approximately 0.46 +/- Acres of Land Which Is Located Along Sunbelt Road, Within The Vicinity of the Duck Lake Industrial Park, Within Lake County, Florida. (Alternate Key 3792693) (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 with The Villages Operating Company, has filed an application with the Town of Lady Lake to rezone the zoning district designation for one parcel approximately +/- .46 acres, located along Sunbelt Road, within the vicinity of the Duck Lake Industrial Park, within Lake County, Florida. The applicant is seeking to rezone the property from Lady Lake Public Facilities District (PFD) to Lady Lake Industrial (I). The subject parcel, which is located just south of property addressed as 505 Sunbelt Road, can be identified by alternate key number 3792693. The parcel originally was part of the boundaries of the VCCDD District Wastewater Treatment Plant Plan; however, it is now vacant. She stated staff recommends approval of this ordinance.

The applicant will be seeking approval for 4,445 square feet of warehouse with an anticipated build out in 2017. Ms. Then presented a map of adjacent properties’ zoning classifications.

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.

Zoning

Subject Property	Lady Lake - Public Facilities District (PFD)
Zoning of Adjacent Properties	
West	Lady Lake - Public Facilities District (PFD)
East	Lady Lake - Industrial (I)
North	Lady Lake - Industrial (I)
South	Lady Lake - Public Facilities District (PFD)

The rezoning application was received on Thursday, November 3, 2016, and has been reviewed and determined to be complete, satisfying the necessary criteria as required under the 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 (2) within 150 feet of the subject parcel were mailed Monday, December 22, 2016, and the property was posted this same date. Ms. Then stated one telephone inquiry was received regarding this rezoning, and there have been no objections to date.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2016-47, provided comments by December 26, 2016, 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. 2016-47 for first reading on Monday, February 6, 2017, at 6:00 p.m. The second and final reading will be held on Wednesday, February 22, 2017 at 6:00 p.m. Ms. Then stated the Local Planning Agency is not required to consider rezoning applications.

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. 2016-47 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>GAUDER</i>	<i>YES</i>

4. Ordinance 2016-48 – Annexation of Property Being 0.45 +/- Acres of Land Owned by The Villages of Lake-Sumter, Inc., Referenced by Alternate Key Numbers 1482062, 1732468, and 2686758; Three (3) Lots Which Are Located Within Orange Blossom Gardens Units 1 and 3, Within Lake County, Florida.

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated this is the tenth wave of annexation applications from The Villages. She stated the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed an application to annex property consisting of three lots located within Orange Blossom Gardens Units 1 and 3. The annexation application involves 0.45 +/- acres of property from unincorporated Lake County into the Town of Lady Lake. She stated staff recommends approval of this ordinance. The lots are addressed as follows:

- 1024 Vermont Avenue
- 1004 Aloha Way
- 820 Truman Avenue

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 were 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 sketches of the properties’ locations.

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 exist as both contiguous and non-contiguous lots.

The annexation application was received on Wednesday, November 30, 2016, and has been reviewed and determined to be complete satisfying the necessary criteria as required for annexation under the 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 (59) within 150 feet of the properties proposed by the annexation request were mailed Thursday, December 22, 2016, and the properties were posted this same date.

Ms. Then presented survey information, an annexation map of The Villages, an aerial photograph, and photographs of the properties' postings.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2016-48, 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. 2016-48 for first reading on Monday February 6, 2017 at 6:00 p.m. The second and final reading will be held on Wednesday, February 22, 2017 at 6:00 p.m.

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 Rohan, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2016-48 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>GAUDER</i>	<i>YES</i>

5. Ordinance No. 2016-49 – Small Scale Future Land Use Comprehensive Plan Amendment from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density for Property Being Approximately 0.45+/- Acres of Land, Owned by The Villages of Lake-Sumter, Inc., Referenced by Alternate Key Numbers 1482062, 1732468, and 2686758; Three Lots Which Are Located within Orange Blossom Gardens Units 1 and 3. (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 property consisting of three lots located within Orange Blossom Gardens Units 1 and 3, from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density. The application involves 0.45 +/- acres of property from unincorporated Lake County into the Town of Lady Lake. She stated staff recommends approval of this ordinance. The proposed properties are addressed as follows:

- 1024 Vermont Avenue
- 1004 Aloha Way
- 820 Truman Avenue

The Small Scale Future Land Use Map Amendment application was received on Wednesday, November 30, 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) as well as the adopted Comprehensive Plan.

Ms. Then presented sketches of the properties' locations.

Notices to inform the surrounding property owners (59) within 150 feet of the property proposed by the SSFLUM Amendment request were mailed Thursday, December 22, 2016, and the

properties were posted this same date. Ms. Then stated there has been one telephone inquiry regarding this amendment, and no objections to date.

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 have removed the existing manufactured homes on two of the lots to date 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

Annexation and Rezoning applications have been submitted concurrently with this Small Scale Future Land Use Amendment application.

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.

The Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-49, 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. 2016-49 on Monday, February 6, 2017 at 5:30 p.m. The Town Commission is scheduled to consider Ordinance No. 2016-49 for first reading on Monday, February 6, 2017 at 6:00 p.m. The second and final reading will be held on Wednesday, February 22, 2017 at 6:00 p.m.

Chairperson/Member Gauder asked if there were any questions.

Member Conlin asked because the amendment is from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density, will the new homes be manufactured homes.

Ms. Then clarified that this zoning designation allows for manufactured homes and conventional built homes, and the new homes will be conventional-built homes.

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 Sigurdson, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2016-49 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>GAUDER</i>	<i>YES</i>

6. Ordinance No. 2016-50 – Rezoning of Property Being 0.45+/- Acres of Land Owned by the Villages of Lake-Sumter, Inc. from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8), Referenced by Alternate Key Numbers 1482062, 1732468, and 2686758; Three Lots Which Are Located Within Orange Blossom Gardens Units 1 and 3, 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 rezone property consisting of three lots located within Orange Blossom Gardens Units 1 and 3. The application involves rezoning 0.45 +/- 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. She stated staff recommends approval of this ordinance. The proposed properties are addressed as follows:

- 1024 Vermont Avenue
- 1004 Aloha Way
- 820 Truman Avenue

The rezoning application was received on Wednesday, November 30, 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) as well as the adopted Comprehensive Plan.

Notices to inform the surrounding property owners (59) within 150 feet of the property proposed by the rezoning request were mailed Thursday, December 22, 2016, and the properties were posted this same date.

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. 2016-50, 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. 2016-50 for first reading on Monday, February 9, 2017 at 6:00 p.m. The second and final reading will be held on Wednesday, February 22, 2017 at 6:00 p.m.

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 Sigurdson, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2016-50 to the Town Commission for consideration by the following roll call vote:

ROHAN	YES
CONLIN	YES
SIGURDSON	YES
GAUDER	YES

CHAIRPERSON/MEMBERS' REPORT:

Chairperson Gauder stated at the December meeting, it was proposed to have a workshop meeting to review meeting procedures. He stated no date has been set for this meeting. In preparation for this meeting, however, he encouraged the Board members to review the Planning and Zoning Board responsibilities, write down all questions or comments and bring them to the workshop meeting.

ADJOURN

With nothing further to discuss, the meeting was adjourned at 5:58 p.m.

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

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