

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

**September 18, 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**

**ROLL CALL:** Carole Rohan, Member  
Robert Conlin, Member  
John Gauder, Chairperson/Member

**ABSENT:** Regis LeClerc, Member  
William Sigurdson, Vice Chair/Member

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

**Also Present:** Attorney Sasha Garcia, BRS Legal

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

**NEW BUSINESS:**

**1. Approval of Minutes – August 14, 2017 Regular Meeting**

*Upon a motion by Member Rohan and a second by Member Conlin, the Planning and Zoning Board approved the minutes of the Planning and Zoning Board meeting of August 14, 2017 as presented by a vote of 3-0.*

**2. Ordinance No. 2017-37 –Rezoning and Establishing a Memorandum of Agreement (MOA) for the Planned Commercial (CP) District – GTMJ Investment Group, LLC and Lazy B Cattle Venture, Ltd. – for 6.9 +/- Acres Located at La Grande Boulevard, Northwest of the Intersection of Griffin Avenue and East of Hwy 27/441, Lake County, FL (Alt. Key 3857645 and 2814365) (Wendy Then)**

Senior Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's Office). She stated an application has been filed with the Town of Lady Lake by Martin L. Dzuro on behalf of Lazy B Cattle Venture, LTD. and GTMJ Investment Group, LLC, to rezone two parcels located northwest of Griffin Avenue and east of Highway 27/441, containing property east and west of La Plaza Grande Boulevard. The application involves 6.9 +/- acres of property

and proposes to establish a Planned Commercial (CP) Memorandum of Agreement, which will govern the allowable land uses on the two properties. Upon having the property rezoned, the project will include the demolition of five buildings, the construction of three new buildings, and reconfiguration of much of the parking in the La Plaza Grande North Development. The new parking configuration is intended to improve the overall circulation in the development, and reduce traffic impacts on La Grande Boulevard through the development. She stated staff recommends approval of this ordinance.

Ms. Then stated the subject properties were originally annexed in 1984 under Ordinance 84-11-113 and zoned C-1 (commercial). She reported that in 1990, under Ordinance 90-16, the properties were designated the zoning of CPC, the Commercial Planned Concept District. In 1994, under 1994-08, the properties zoned CPC were then reclassified as Planned Commercial (CP) properties. Over the course of adoption of these prior ordinances, a Memorandum of Agreement was never adopted which would govern the specific land uses on the property. Given that the applicant wishes to redevelop the properties in the very near future, he is seeking to establish the zoning entitlements for the proposed uses and for uses which may be sought in the future at this time.

The subject properties lie in Section 07, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions, a location map, and a conceptual plan of the property have been included with the submitted application.

**Zoning of Adjacent Properties**

<b>Subject Property</b>	Lady Lake Planned Commercial (CP)
<b>Zoning of Adjacent Properties</b>	
<b>West</b>	Lady Lake Planned Commercial (CP)
<b>East</b>	Lake County Residential Medium (RM) and Lady Lake (MX-8)
<b>North</b>	Lake County Residential Medium (RM) and Lady Lake (MX-8)
<b>South</b>	Lake County Planned Commercial (CP)/ Lady Lake Planned Commercial (CP)

Ms. Then reviewed the proposed parking requirements, noting the parking space ratio will be one parking space per 150 square feet of habitable building area regardless of the use of the building, and have a minimum dimension of 20’x10’. She stated the handicap parking will be provided pursuant to applicable law and will be included in the total counted parking spaces. Bicycle parking will be evaluated at the time of the site plan. Delivery trucks will not be permitted to unload through the front entrance of the building, except when no other entrance is available. She stated garbage collection and delivery loading/unloading will not occur between the hours of 10 p.m. and 7 a.m. due to the residential areas abutting this development.

Ms. Then stated the applicant is proposing that no landscape buffering should be required from contiguous property zoned for any use other than residential, or from contiguous property zoned residential if a buffer already exists on the contiguous property on the effective day, and no buffering is required between parcels within the property. She stated where required, a “Class A” buffer as defined in Chapter 10 of the Town’s Land Development Code is sufficient. She stated if a permanent fence or wall with an average height in excess of five feet exists on with the property or the contiguous property, no further buffering is required. No buffering is required for any portion of the property along U.S. Highway 27/441 or any portion of the property along Griffin Avenue.

Ms. Then presented a conceptual plan for the project, stating five buildings will be razed, three new buildings will be constructed, and the parking spaces will be reconfigured.

The application was received on Wednesday, August 23, 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, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (44) within 150 feet of the properties proposed by the annexation request were mailed Monday, August 28, 2017, and the properties were also posted this same day. Ms. Then stated there have been no objections or letters of support from surrounding property owners regarding the application to date. She noted that there was one inquiry at the job site at the time of posting.

The Technical Review Committee (TRC) members individually reviewed the application and determined it to be complete and ready for transmittal to the Planning and Zoning Board. The Town Commission is scheduled to consider Ordinance No. 2017-37 for first reading on Monday, October 2, 2017 at 6:00 p.m., and for second/final reading on Monday, October 16, 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.

Member Conlin asked if the trees will be removed and replaced.

Ms. Then stated the existing trees will be evaluated; 25% of trees must remain per the Town code. The tree replacement and landscaping will be done in accordance to the proposed MOA requirements for the buffering.

Chairperson/Member Gauder asked if there were any further questions or comments, 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. 2017-37 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>GAUDER</i>	<i>YES</i>

**3. Ordinance No. 2017-38 – Annexation – The Villages of Lake-Sumter, Inc., - Annexing Two Lots (0.26 +/- Acres Referenced by alternate Key Numbers 1482186 and 2669420) – Located within Orange Blossom Gardens Units 1 And 3.1b, Lake County, FL (Wendy Then)**

Senior Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated this is the 18<sup>th</sup> wave of annexations from The Villages to the Town, totaling 69 lots. She stated that the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed an application to annex property consisting of two lots located within Orange Blossom Gardens Units 1 and 3.1B. The application involves annexing 0.26 +/- 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:

- 1308 Teakwood Lane
- 738 Royal Palm Avenue

The subject properties are in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions, 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.

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 properties into the Town that are non-contiguous to the existing municipal boundary.

A map was presented showing the location of the properties proposed for annexation, along with boundary surveys and photographs of the postings.

The annexation application was received on Tuesday, August 22, 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, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (45) within 150 feet of the property proposed by the annexation request were mailed Monday, August 28, 2017, and the properties were also posted this same day. Ms. Then stated there have been no objections or letters of support from surrounding property owners regarding the application to date.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-38, and determined it to be complete and ready for transmittal to the Planning and Zoning Board. The Town Commission is scheduled to consider Ordinance No. 2017-38 for first reading on Monday, October 2, 2017 at 6:00 p.m., and for second and final reading on Monday, October 16, 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 or comments, 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. 2017-38 to the Town Commission for consideration by the following roll call vote:***

<b>ROHAN</b>	<b>YES</b>
<b>CONLIN</b>	<b>YES</b>
<b>GAUDER</b>	<b>YES</b>

**4. Ordinance No. 2017-39 – Small Scale Future Land Use Comprehensive Plan Amendment – The Villages of Lake-Sumter, Inc., Change from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density for Two Lots (0.26 +/- Acres Referenced by Alternate Key Numbers 1482186 and 2669420) – Located within Orange Blossom Gardens Units 1 And 3.1b, Lake County, FL (Wendy Then)**

Senior Planner Wendy Then presented the background summary for this agenda items (on file in the Clerk’s Office). She 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 Units 1 and 3.1B, from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density. The application involves 0.26 +/- acres of property and the lots are addressed as follows:

- 1308 Teakwood Lane
- 738 Royal Palm Avenue

The Small Scale Future Land Use Map Amendment application was received on Tuesday, August 22, 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.

Notices to inform the surrounding property owners (45) within 150 feet of the property proposed by the SSFLUM Amendment request were mailed Monday, August 28, 2017, and the properties were also posted this same day. Ms. Then stated there have been no objections or letters of support from surrounding property owners regarding the application to date.

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 proposes 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.

Impact on Town Services:

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 0.26 ± acres and lies 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**

<b>Subject Properties</b>	Lake County Medium Urban Density
<b>Future Land Use of Adjacent Properties</b>	
<b>West</b>	Lake County Medium Urban Density (738 Royal Palm Avenue/Lady Lake Manufactured Home High Density (1308 Teakwood Lane)
<b>East</b>	Lake County Medium Urban Density (738 Royal Palm Avenue)/Lady Lake Manufactured Home High Density (1308 Teakwood Lane)
<b>North</b>	Lake County Medium Urban Density
<b>South</b>	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) 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 the application for Ordinance No. 2017-39, and determined it to be complete and ready for transmittal to the Planning and Zoning Board. The Local Planning Agency is scheduled to consider Ordinance No. 2017-39 on Monday, October 2, 2017 at 5:45 p.m. The Town Commission is scheduled to consider Ordinance No. 2017-39 for first reading on Monday, October 2, 2017 at 6:00 p.m., and for second/final reading on Monday, October 16, 2017 at 6:00 p.m.

Chairperson/Member Gauder asked if there were any questions or comments, 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. 2017-39 to the Town Commission for consideration by the following roll call vote:***

<b>ROHAN</b>	<b>YES</b>
<b>CONLIN</b>	<b>YES</b>
<b>GAUDER</b>	<b>YES</b>

**5. Ordinance No. 2017-40 – Rezoning – The Villages of Lake-Sumter, Inc. – Rezoning from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8) – Two Lots (0.26 +/- Acres Referenced by Alternate Key Numbers 1482186**

**and 2669420) – Located within Orange Blossom Gardens Units 1 and 3.1b, Lake County, FL. (Wendy Then)**

Senior Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated that 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 1 and 3.1B. The application involves rezoning .26 +/- 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 that are presently in the Town of Lady Lake’s jurisdiction. The proposed properties are addressed as follows:

- 1308 Teakwood Lane
- 738 Royal Palm Avenue

The Rezoning application was received on Tuesday August 22, 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.

Notices to inform the surrounding property owners (45) within 150 feet of the property proposed by the rezoning request were mailed Monday, August 22, 2017, and the properties were also posted this same day. Ms. Then stated there have been no objections or letters of support from surrounding property owners regarding the application to 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**

<b>Subject Property</b>	Lake County Residential Medium (RM)
<b>Zoning of Adjacent Properties</b>	
<b>West</b>	Lake County Residential Medium (RM) (738 Royal Palm Avenue) / Lady Lake MX-8 (1308 Teakwood Lane)
<b>East</b>	Lake County Residential Medium (RM) (738 Royal Palm Avenue) / Lady Lake MX-8 (1308 Teakwood Lane)
<b>North</b>	Lake County Residential Medium (RM)
<b>South</b>	Lake County Residential Medium (RM)

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-40, 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. 2017-40 for first reading on Monday, October 2, 2017 at 6:00 p.m., and for second/final reading on Monday, October 16, 2017 at 6:00 p.m.

Chairperson/Member Gauder asked if there were any questions or comments, 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. 2017-40 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>GAUDER</i>	<i>YES</i>

**CHAIRPERSON/MEMBERS' REPORT:** Chairperson Gauder commented that the Town of Lady Lake is fully operational after Hurricane Irma.

**ADJOURN:** *With nothing further to discuss, the meeting was adjourned at 5:54 p.m.*

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

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