

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

**September 19, 2017  
5:30 p.m.**

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

**CALL TO ORDER:** Chairperson Denby called the meeting to order at 5:30 p.m.

**A. ROLL CALL:** Rick Jones, Member  
Doris Turlo, Member  
Betty Cantelmo, Vice Chairperson/Member  
Linda Denby, Chairperson/Member

**ABSENT:** Chryle Lowery, Member

**STAFF MEMBERS PRESENT:** Mike Burske, Parks and Recreation Director; Wendy Then, Senior Planner; Thad Carroll, Growth Management Director, and Carol Osborne, Staff Assistant to Town Clerk.

**OTHERS PRESENT:**

**B. OPEN FORUM:** Chairperson/Member Linda Denby asked if anyone had any comments or questions. There were no comments or questions.

**C. NEW BUSINESS:**

**1. Approval of the Minutes – May 10, 2017 Parks, Recreation and Tree Advisory Meeting**

*Upon a motion by Member Turlo and a second by Member Jones, the Parks, Recreation and Tree Advisory Committee approved the minutes of the May 10, 2017 Parks, Recreation and Tree Advisory Committee meeting as presented by a vote of 4-0.*

**2. Consideration of Conceptual Landscaping Plans a Waiver Requests for the Proposed Wawa MJSP 08/17-001 – A Convenience Store with Fuel Operations – Proposing a 6,119 Sq. Ft. Building and Outside-Seating Area on 1.72 +/- Acres – Located at the Southwest Corner of the Intersection of North US HWY 27/441 and C.R. 466 (Alternate Keys 1260370, 1260370, 1131561, 1723680, 1131553, 1131405, & 1131413) (Wendy Then)**

Senior Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's office). She stated on August 17, 2017, Town staff received a new Major Site Plan application and plans submitted by Michael Leeds with 441 & Lemon, LLC, on behalf of Wawa, Inc., for the construction of a convenience store with fuel operations, proposing a 6,119 sq. ft. building and outside seating area, on a +/- 1.72-acre parcel located at the southwest corner of Hwy 466 and N. Hwy 27/441.

An aerial photograph of the property was shown, along with the civil plans and the landscaping plans.

Tree Requirements: In accordance with Chapter 10-Landscape and Tree Protection, the site is required to provide 275.2 tree caliper inches based on its .46-acre site development area (160”x 1.72).

Existing trees to remain	99.0 tree caliper inches
Proposed canopy & understory trees	<u>340.5</u> tree caliper inches
Total tree caliper inches	439.5 tree caliper inches

The applicant will be preserving two historic oak trees. These are calculated in the total existing trees to remain.

Ms. Then presented photographs of the trees and plants that are proposed for the landscaping.

The applicant is pursuing the following **landscaping waivers:**

- In accordance to **Chapter 10, Section 10-3, b). B).1).**, the *south* elevation on the side abutting the Take 5 Oil Site requires “Class A” Landscaping Buffer - Ten feet minimum width with two canopy trees, three understory trees and a continuous hedge or an approved fence or wall.

**Request:** The applicant is requesting a waiver for the buffer width for Class “A” from the required ten feet to five feet. Plant material required is compliant.

**Justification:** To accommodate alignment of the proposed commercial driveways along N. Hwy 27/441 and S. Old Dixie Hwy.

- In accordance to **Chapter 10, Section 10-3, b). B).2).**, the *North and West* Elevations require “Class B” Landscaping Buffer- Twenty (20) feet minimum width with four (4) canopy trees, three (3) understory trees and a continuous hedge or an approved fence or wall.

**Request:** The applicant is requesting a waiver for the buffer width from Class “B” on the North Boundary from the required twenty (20) feet to 5-29 feet and on the West Boundary from the required twenty (20) feet to 5-14 feet at varying points.

**Justification:** *North Boundary*-Due to the location of the underground storage tanks; *West Boundary*-Due to the placement of required parking spaces to the west to preserve existing 55” historic oak tree.

- In accordance to **Chapter 10, Section 10-3, g).** Building Foundation Planting requirements.

**Request:** The applicant is requesting a waiver from the required 4-foot Foundation Planting along the sides of the building facing the public right of way to provide raised planters along each corner of the building instead.

**Justification:** Due to dimensional constraints on the design of connecting sidewalks, outside seating area, loading area, and parking spaces abutting the building.

The Technical Review Committee members individually reviewed the Site Plan application by Thursday, September 7, 2017. There is no tentative Town Commission meeting scheduled to consider this application for final approval at this time.

Ms. Then stated the applicant and the landscaping architect are present if there are any questions.

Chairperson/Member Denby asked if there were any questions or comments.

Member Turlo asked if the Jiffy Lube property is included in this project.

Michael Leeds, representing the applicant, stated that property is not part of this project.

Member Turlo stated the log cabin and Heritage Park is very close to this project and asked if the contractors will be careful during the construction process.

Mr. Leeds stated they will be extra careful during the construction process. He stated their portion of the property abuts McClendon Street; this area will be improved with landscaping and the two large oak trees will remain.

Member Jones asked if the traffic traveling south will be able to access the property easily.

Mr. Leeds confirmed this, stating that currently the driveways into the property are very close to the intersection. He stated they will reduce access to one driveway on the far southern portion of the property, and that F.D.O.T. is in favor of the relocation of the driveway from a safety perspective.

Chairperson/Member Denby asked if Jiffy Lube has a landscape buffer.

Ms. Then clarified that particular property is now known by the parent company name, Take 5. It was developed prior to the Town adopting landscaping codes, and because they never ceased operations, they are grandfathered in and not required to have a buffer.

Chairperson/Member Denby asked if the increased buffer on the corner of C.R. 466 and Hwy 27/441 will be a hindrance to the line of sight for traffic.

Mr. Leeds stated this was taken into consideration during the landscaping design process, and a visibility triangle is included on that corner of the property to ensure clear visibility for drivers.

Chairperson/Member Denby asked if the applicant is requesting a five-foot buffer around the Take 5 property.

Mr. Leeds clarified the request is for the north side of the property. He stated when the site plan was laid out, they relied on the boundary information on the Lake County Property Appraiser's website. When the property was surveyed by the applicant, it was discovered the boundary lines recorded on the property appraiser's website were off by ten feet. At that point, they discussed the issue with staff and were advised of the waiver process.

Member Turlo asked if there are driveways on Hwy 27/441 and on Old Dixie Highway.

Mr. Leeds stated there is one driveway on Hwy 27/441 and two driveways on Old Dixie Highway. He stated the property ingress/egress was designed to move more traffic from the busy intersection, and maneuver in and out of the property via Old Dixie Highway, which is not heavily traveled.

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

*Upon a motion by Member Jones and a second by Member Turlo, the Parks, Recreation and Tree Advisory Committee recommended the Town Commission grant approval of the Conceptual Landscaping Plans and Waiver Request for a proposed Wawa Convenience Store with Fuel Operations and Outside-seating Area by a vote of 4-0.*

**3. Consideration of Landscaping Waiver Requests for the Lady Lake Commons Project – A Development Proposing Approximately 81,620 Sq., Ft. of Retail Space and Two Sit-Down Restaurants; Requesting a Development Order for Early Clearing of the Property Prior to the Site Plan approval to Allow a Topography Survey to be Completed to Finalize Civil Engineering Plans – Located on an 18.5-Acre Parcel Just South of Fennell Blvd., East of North Highway 27/441, and West of County Road 25 (Alternate Keys 3305451 & 2607866) (Wendy Then)**

Senior Planner Wendy Then presented the background summary for this agenda item (on file in the Town Clerk’s office). She stated Robert F. Robb, President of Robb and Taylor Engineering Solutions, Inc., has submitted a request on behalf of property owner Benchmark Lady Lake 25 Associates, LLC, for a development proposing approximately 81,620 sq. ft. of retail spaces and two sit-down restaurants on an 8.5-acre parcel located just south of Fennell Blvd., east of North Highway 27/441, and west of County Road 25 (AK 3305451, 2607866).

She stated prior to submitting a complete site plan, additional surveying must be performed on the property that cannot be done using conventional GPS equipment. The applicant has indicated that the property is predominantly covered with pine trees and small hardwoods that have been established for a while and have created a canopy that does not allow for conventional survey methods. Additionally, there are large grade differences ranging from elevation 115.0 feet along CR 25 down to 71.0 feet near the north side of the property. The waivers requested from Chapter 10 are primarily to allow clearing prior to site plan approval that will permit a more physically and financially reasonable approach to conduct such necessary surveying.

Ms. Then presented the civil plans outlining the layout of the proposed development and the landscaping plans.

The applicant is pursuing the following **landscaping waivers**:

- **Chapter 10, Section 10-3. I. 2.G).1.-** Allows only properties 50 acres or more to survey “sample plots”.

**Request:** Proposing to utilize the sample plot survey method. The applicant proposes two sample plots from different locations with dimensions of 100’x100.’

**Justification:** The 18.5-acre parcel is consistently and uniformly heavily wooded. The applicant feels that two sample plots provide an accurate count of the parcel existing tree/plant material coverage.

- **Chapter 10, Section 10-3, a). 2).B).**, - Requires that 25 percent of trees remain on site as part of the development plan.

**Request:** To be allowed to clear all necessary trees and plant material as required for excavation and filling throughout the property.

**Justification:** Due to the topography of the site, which has a 44-foot grade change across the side, it would be nearly impossible to preserve plant material as construction excavation and filling takes place. Providing reasonable slopes for vehicular and pedestrian traffic to safely travel throughout the site is the essential reason for the excavation and filling.

- **Chapter 10, Section 10-5, a).1)** Development Order requirement prior to clearing.

**Request:** A Development Order has been requested by the applicant just for the purpose of tree clearing. Ms. Then explained an applicant goes through the site plan process first; once the site plan, civil plan, landscaping plan, etc. have been approved then the development order is granted to clear the site. She stated the applicant is requesting approval of the development order to perform the site clearing prior to the site plan process.

**Justification:** Due to the considerations discussed on the first two waivers as specified in the memo submitted by the applicant.

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

Chairperson/Member Denby asked why do a sample plot to determine the amount of trees if the lot is going to be cleared.

Ms. Then clarified the purpose is to protect historic trees, and the samples provided to staff did not indicate any historic trees.

Member Jones asked if the property needs to be surveyed because of the elevation issue.

Ms. Then stated the applicant will have to conduct extensive surveying of the property in order to complete their storm water, drainage and grading studies.

Robert Robb, Robb & Taylor Engineering Solutions, Inc., clarified that during conventional surveying, a surveyor creates a 25’ or a 50’ grid system over the entire property depending on the topography. He stated that because of the extreme topography on this site, the grid system needs to be extremely tight to clearly show all of the elevations and contours throughout the property. Also, conventional surveying cannot be completed on this heavily wooded property because of the large canopy. This makes GPS satellite system surveying obsolete and old-style surveying

has to be conducted. He stated the purpose of requesting the waivers is to be able to clear the land and conduct the topographic surveying to finalize the engineering design.

Member Turlo asked if the applicant has taken the proposed road widening project into consideration since this property abuts Hwy 27/441 and the bridge on Hwy 27/441 is slated to be removed.

Ms. Then replied that F.D.O.T. recently held a public meeting with the community and the area agencies that will be affected by the widening project. They indicated that the construction will take place in 2020. She stated a follow-up meeting will be held in May 2018 and there are still preliminary studies to be conducted. The project could take approximately two years to complete.

Martin Dellebovi, Benchmark Lady Lake 25 Associates, LLC, stated they have been monitoring the Hwy 27/441 project for many years. He stated their civil designs and signage for the development are being done with the consideration that if the bridge comes down, there is no impact on the site and no impact on what F.D.O.T. is doing with the roadway. It is all being taken into consideration in their initial design.

Member Turlo asked if the residents of Water Oak will be affected by this development project.

Mr. Dellebovi replied provisions were made through a land acquisition by F.D.O.T. several years ago to accommodate the neighboring property.

Ms. Then clarified that as the site plan process proceeds, and when all of the surveying and the civil engineering is complete and submitted, F.D.O.T. will review all of the plans that affect their roads in the event anything has changed.

Member Turlo stated that Mr. Dellebovi should work with F.D.O.T.

Mr. Dellebovi stated regardless of what F.D.O.T. does, they will end up at a certain elevation and grade, and the engineers are designing to that grade.

Chairperson/Member Denby asked what if this board recommends approval of the waivers to the Commission, the lot is cleared and the surveys are complete, and then the applicant decides not to develop the property. She stated there would then be an ugly piece of property.

Mr. Dellebovi stated they own the property, and he assured the Board they are planning on developing it. He stated once the surveys are complete, the results could alter the design of the proposed site plan and that is the purpose of clearing the site and addressing the grading issues. He stated they have worked with several contractors and the Town's Public Works Director for the past 1 ½ years designing this site and are committed to its development.

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

***Upon a motion by Member Turlo and a second by Member Jones, the Parks, Recreation and Tree Advisory Committee recommended the Town Commission grant approval of Landscaping Waiver Requests for the Lady Lake Commons Project by a vote of 4-0.***

**D. CHAIRPERSON/MEMBERS' REPORT:**

Chairperson/Member Denby asked if any parks sustained hurricane damage.

Parks and Recreation Director Mike Burske replied that there was minimal damage to the parks overall. He stated Harry Sacks field lost the pans to the press box, there was a significant amount of tree damage at Heritage Park, and minimal damage at the log cabin. Mr. Burske stated because opening days for baseball and soccer are approaching, they are focused on repairing the damage at the larger parks.

Mr. Burske stated he received a quote of approximately \$81,000 to repair the net and poles at the junior field.

Mr. Burske stated the construction of the concession stand was scheduled to begin on September 11<sup>th</sup>, and due to Hurricane Irma, the new start date is September 25<sup>th</sup>. He stated the details with the bond company were finalized, and originally, the construction company had 90 days from September 5<sup>th</sup> to complete the project. They were given two additional weeks due to the hurricane.

**E. ADJOURN:** *With nothing further to discuss, the meeting was adjourned at 6:02 p.m.*

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Carol Osborne, Staff Assistant to Town Clerk

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Linda Denby, Chairperson

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