

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

**March 9, 2026**

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:** Chairman Tim Saunders

**PLEDGE OF ALLEGIANCE:** Led by Chairman Saunders

**ROLL CALL:**

Member	Present
Brinson	YES
Saunders	YES
Galloway	YES
Auger	Excused
Masso	YES

**STAFF PRESENT:**

Thad Carroll, Growth Management Director; Rebecca Higgins, Senior Planner; Carol Osborne, Deputy Town Clerk.

Attorney Taylor Tremel was also present.

Chairman Saunders announced that item G, Resolution 2026-101, has been withdrawn per the applicant’s request.

**NEW BUSINESS**

**A. Town Clerk — Approval of Minutes - Planning and Zoning meeting minutes, February 9, 2026.**

**Member Galloway made a motion to approve the February 9, 2026, Planning and Zoning Board meeting minutes as presented; Member Brinson seconded the motion.**

**B. Selection of a New Chairperson and Vice Chairperson for the Planning and Zoning Board.**

Chairperson Saunders asked for nominations to select and vote on a Chairperson and Vice Chairperson for the Planning and Zoning Board.

Upon a nomination by Chairman Saunders and a second by Member Brinson, the Planning and Zoning Board elected Member Robert Galloway as the Chairman of the Planning and Zoning Advisory Board for 2026-2027, by a vote of 4-0.

Upon a nomination by Chairman Galloway and a second by Member Brinson, the Planning and Zoning Board elected Member Tim Saunders as the Vice Chairman of the Planning and Zoning Board for 2026-2027, by a vote of 4-0.

**C. Growth Management – Ordinance 2026-02 – An Ordinance of the Town Commission of the Town of Lady Lake, Florida, Voluntarily Annexing Property Being Approximately 0.19 Acres Owned by Joann M Hall Trust; Located within Orange Blossom Gardens Unit 2, within Lake County, Florida; Providing for Filing of the Ordinance; Repealing all Ordinances in Conflict Herewith; Providing for Severability; Providing for an Effective Date; and Providing for Publication in Accordance with Law. (Becky Higgins)**

Senior Planner Higgins stated that on Monday, January 26, 2026, an application was filed with the Town of Lady Lake by Joann M Hall Trust. The appropriate legal descriptions and location maps were included with the submitted application. The subject property is vacant and contiguous with the existing municipal boundary. The applicant is seeking the annexation because the property is not buildable in Lake County’s jurisdiction. She stated that the County requires a 50-foot setback from the ordinary high water line. The Town requires a 25-foot setback and a 1.5-foot elevation above the base flood elevation for the final floor.

Growth Management staff recommends approval of Ordinance 2026-02.

Staff mailed notices to inform the surrounding 10 property owners within 150 feet of the subject property on Monday, February 26, 2026. The notification signs were posted on the property on Monday, February 26, 2026.

To date, staff has not received any correspondence in support or opposition of this application

**Public Hearings:** The first reading of Ordinance 2026-02 before the Town Commission is scheduled for Monday, April 6, 2026, at 6 p.m. The second and final reading is scheduled for Monday, April 20, 2026, at 6 p.m.

Chairman Galloway asked if there were questions or comments from the board and the public. Hearing none, Chairman Galloway asked for a motion.

**Upon a motion by Member Saunders and seconded by Member Masso, the board voted to forward Ordinance 2026-02 to the Town Commission with the recommendation of approval.**

Member	Vote
Brinson	YES

Member	Vote
Saunders	YES
Galloway	YES
Masso	YES

**Motion carried 4-0.**

**D. Growth Management – Ordinance 2026-03 – Small Scale Future Land Use Comprehensive Plan Amendment — Joann M Hall Trust — Requesting a Change to the Future Land Use Designation from Lake County Urban Medium Density to Lady Lake Manufactured Home - High Density (MH-HD) for one lot being approximately 0.19 acre, owned by Joann M Hall Trust, located within Orange Blossom Gardens, Unit 2, 900 Kim Lane, within Lake County, Florida. (Becky Higgins)**

The application was filed with the Town of Lady Lake on Monday, January 26, 2026, by Joann Hall to amend the Future Land Use designation of 0.19 acre from Lake County Urban Medium Density to Lady Lake Manufactured Home - High Density (MH-HD), which is consistent with the current future land use of all the properties within the town limits in the historic area of The Villages.

Growth Management staff recommends approval of Ordinance 2026-03.

**EXISTING FLU.** — Lake County Urban Medium Density - Allows a maximum density of seven dwelling units per acre and the conversion of existing residential units into residential professional office uses.

**PROPOSED FLU.** — Lady Lake Manufactured Home High-Density (MH-HD) – Limited to manufactured homes, noting that site built homes are permitted in this area. Densities cannot exceed 9 units/acre.

**ADJACENT PROPERTY CHARACTERISTICS:**

**Future Land Use Designations of Adjacent Properties: North** — Lady Lake Manufactured Home High-Density; **East** — Lake County Urban Medium; **South** — Lake County Urban Medium; **West** — Lake County Urban Medium.

**Public Notification:** Staff mailed notices to inform the surrounding 10 property owners within 150 feet of the subject property on Monday, February 26, 2026. The notification signs were posted on the property on Monday, February 26, 2026.

To date, staff has not received any correspondence in support or opposition of this application.

**Public Hearings:** The Local Planning Agency is scheduled to consider Ordinance 2026-03 on Monday, April 6, 2026, at 5:30 p.m.

The first reading of Ordinance 2026-03 before the Town Commission is scheduled for Monday, April 6, 2026, at 6 p.m. The second and final reading is scheduled for Monday April 20, 2026, at 6 p.m.

Chairman Galloway asked if there were questions or comments from the board and from the public. Hearing none, Chairman Galloway asked for a motion.

**Upon a motion by Member Saunders and seconded by Member Masso, the board voted to forward Ordinance 2026-03 to the Town Commission with the recommendation of approval.**

Member	Vote
Brinson	YES
Saunders	YES
Galloway	YES
Masso	YES

**Motion carried 4-0.**

**E. Growth Management – Ordinance 2026-04 – Rezoning — Joann M Hall Trust — An Ordinance Changing the Zoning Designation for Certain Property Being Approximately 0.19 Acres Owned by Joann M Hall Trust, located within Orange Blossom Gardens, Unit 2, Addressed as 900 Kim Lane, From Lake County Mixed Home Residential (RM) to Lady Lake Mixed Residential Medium Density (MX-8) within Lake County, Florida. (Becky Higgins)**

The application was filed on Monday, January 26, 2026, by Joann Hall to amend the zoning classification for a 0.19-acre lot located within Orange Blossom Gardens, Unit 2. The applicant is seeking to rezone the subject property from Lake County Mixed Home Residential (RM) to Lady Lake Mixed Residential Medium Density (MX-8). The appropriate legal description and a location map is included with the application.

Growth Management staff recommends approval of Ordinance 2026-04.

**Existing Zoning** — Lake County Mixed Home Residential (RM) - The purpose of this district is to provide for a single-family residential home district in an urban area, along the boundaries of any municipality which might logically be expected to expand and annex or be able to provide urban convenience and facilities.

**Proposed Zoning** — Lady Lake Mixed Residential Medium Density (MX-8) – Established to implement comprehensive plan policies to provide moderate density single-family and manufactured home dwelling units in urban environments at a density not to exceed eight (8) dwelling units per acre and it is intended to serve as a transitional zone between multi-family and single-family residential uses.

**Zoning Designation of Adjacent Properties: North** — Lady Lake Mixed Residential Medium Density (MX-8); **East** — Lake County Mixed Home Residential (RM); **South** — Lake County Mixed Home Residential (RM); **West** — Lake County Mixed Home Residential (RM)

Staff mailed notices to inform the surrounding 10 property owners within 150 feet of the subject property on Monday, February 26, 2026. The notification signs were posted on the property on Monday, February 26, 2026.

To date, staff has not received any correspondence in support or opposition of this application.

**Public Hearings:** The first reading of Ordinance 2026-04 before the Town Commission is scheduled for Monday, April 6, 2026, at 6 p.m. The second and final reading is scheduled for Monday, April 20, 2026, at 6 p.m.

Chairman Galloway asked if there were questions or comments from the board and from the public. Hearing none, Chairman Galloway asked for a motion.

**Upon a motion by Member Saunders and seconded by Member Masso, the board voted to forward Ordinance 2026-04 to the Town Commission with the recommendation of approval.**

Member	Vote
Brinson	YES
Saunders	YES
Galloway	YES
Masso	YES

**Motion carried 4-0.**

**F. Growth Management — Ordinance 2026-05 — De-annexation — Chase Collins – An Ordinance Voluntarily De-Annexing One Property Totaling Approximately 53 Acres, Owned by Chase Collins, addressed as 3105 Hartsock Sawmill Road, Located at the East End of Hartsock Sawmill Road, within Lake County Florida. (Becky Higgins)**

On Monday, February 23, 2026, an application was filed with the Town of Lady Lake by Chase Collins requesting to de-annex one property from the incorporated limits of the Town of Lady Lake. This vacant property is located at the east end of Hartsock Sawmill Road.

This property was annexed in 2007 by Ordinance 2006-42 as part of the 152-acre Lady Lake Landings project, a proposed subdivision along Edwards Road. This project never came to fruition. In 2015, the subject property was rezoned to Commercial Tourist (CT) to allow for an RV Park. This project also never moved forward. In 2018, the owner recorded a conservation easement in perpetuity. This document greatly restricts what can be done with the property. As

part of the conservation easement there is a two-acre area that can be developed for up to two single family homes. Single-family homes are not permitted under the Commercial Tourist zoning designation. In 2025, the property was rezoned from Commercial Tourist to Agriculture Residential (AG-1) to allow for future construction of a home.

The appropriate legal descriptions and location maps were included with the submitted application. The property is not served by the Town of Lady Lake utilities and is located on a county-maintained road. Because this property is regulated by a restrictive conservation easement, the property is not assessed property taxes.

The de-annexation application has been reviewed by the Technical Review Committee and determined to be complete. The application meets the requirements of the Land Development Regulations (LDRs) as well as the adopted Comprehensive Plan and Chapter 171.052, F.S. Criteria for Contraction of Municipal Boundaries. Ordinance 2026-05 is ready for a recommendation by the Planning and Zoning Board.

Staff mailed notices to inform the surrounding 16 property owners within 150 feet of the subject property on Monday, February 26, 2026. The notification signs were posted on the property on Monday, February 26, 2026. To date, staff has not received any correspondence in support or opposition of this application.

The first reading of Ordinance 2026-05 before the Town Commission is scheduled for Monday, April 6, 2026, at 6 p.m. The second and final reading is scheduled for Monday, April 20, 2026, at 6 p.m.

Chairman Galloway asked if there were questions or comments from the board and the public.

Member Masso inquired if this ordinance removes the restrictions of the conservation easement.

Ms. Higgins clarified that the property's rezoning in 2025 made it possible for a home to be built. She stated that the conservation easement is in perpetuity and cannot be removed. The land is conducive to agricultural uses typically seen in unincorporated areas.

Member Masso verified that the property owner cannot build on the entire property.

Ms. Higgins stated that there is one, two-acre section that is buildable. She stated that this property is on an unpaved road and not maintained by the town nor is it serviced by town utilities.

Chairman Galloway asked if there were any further questions or comments from the board and from the public. Hearing none, Chairman Galloway asked for a motion.

**Upon a motion by Member Saunders and seconded by Member Masso, the board voted to forward Ordinance 2026-05 to the Town Commission with the recommendation of approval.**

Member	Vote
Brinson	YES
Saunders	YES
Galloway	YES
Masso	YES

**Motion carried 4-0.**

**G. Growth Management — Resolution 2026-101 — A Resolution of the Town Commission of the Town of Lady Lake, Florida, granting a Variance to Authorize the Removal of Two Historic Trees in Accordance with the Provisions of Chapter 10, Section 10-5. C). 3). A)., of the Town of Lady Lake Land Development Regulations, on Property Owned by SK Hammock Oaks. LLC, being Approximately 5 Acres of Land, addressed as 1245 Anderson Lane, Located North of Anderson Lane Approximately 0.25 Miles East of Rolling Acres Road within the Town Limits of the Town of Lady Lake, Florida. (Becky Higgins)**

The application was withdrawn per the applicant’s request.

**H. Growth Management — Resolution 2026-102 — Variance — Lake Ella Independent Living Facility — Historic Tree Removal — Pursuant to Chapter 10, Section 10-5). c).3). A)., of the Land Development Regulations (LDRs) which requires a variance for the removal of historic trees. (Historic trees are classified as a tree with a diameter at breast height (DBH) of 36” or greater). The variance request is to allow for the removal of two viable historic trees located on approximately thirty acres, located north of Lake Ella Road and west of South Highway 27/441 owned by Lake County Development Partners, LLC, within the Town Limits of the Town of Lady Lake, Florida. (Becky Higgins)**

On Wednesday, February 18, 2026, a variance application was submitted requesting to remove two historic trees on a 30.9-acre portion of the Lake Ella PUD site located north of Lake Ella Road and west of South Highway 27/441 owned by Lake County Development Partners, LLC, within the Town Limits of the Town of Lady Lake, Florida.

Growth Management staff supports the removal of the historic tree located within the utility area to the north of the subject property.

Growth Management staff does not support the removal of the historic tree located on the west side of the property.

Ms. Higgins explained that town codes require commercial properties to acquire a variance to remove a viable historic tree, which is over 36 inches diameter at breast height. A variance is not required if an arborist determines that the tree(s) is not viable.

**Background** — The subject property is approximately 30.9 acres of land located in Section 28, Township 18 South, and Range 24 East. The property is zoned Planned Unit Development (PUD) and the future land use is Commercial General – Retail Sales and Services (RET).

On Monday, October 20, 2025, the entitlements of the PUD Memorandum of Agreement were amended, allowing for an independent living facility via Ordinance 2025-13. A site plan was submitted for the Independent Living Facility on October 16, 2025.

**Justification Statement** — Per the applicant, the variance is requested due to the proximity of roots to the proposed site walls and/or grading differentials that will prohibit the survival of the tree post-construction. Additionally, the entrance roadway is positioned such that it is aligned with Hartsock Sawmill Road and provides access to the existing lift station. Tree number 1984 is located within this right of way.

The applicant also states that the property has extreme topographic changes across the site. Adding drivable surfaces that meet code and ADA requirements is not practical without substantial site walls and filling the natural grade multiple feet. Installation of the site walls in the locations necessary for pedestrian/vehicular circulation impedes the roots of the above-mentioned trees, which will likely damage them during construction or cause them to become structurally damaged over time. To avoid this, these trees must be removed.

**Public Notifications** — Notices to inform the surrounding 17 property owners within 150 feet of the subject property were mailed on Monday, March 2, 2026. The notification signs were posted on the property on Monday, March 2, 2026.

To date, staff has not received any correspondence in support or opposition of this application.

**Public Hearings** — The Commission’s first and final reading of Resolution 2026-102 is scheduled for Monday, April 6, 2026, at 6:00 p.m.

Jason Bullard, 3319 McGuire Blvd., Orlando (Project Engineer - EXO Limited, LLC)

Mr. Bullard stated that the focus of the presentation is the historic tree along the western property line. This tree has two trunks and the combined diameters add up to a larger tree. He explained that due to the grade it is not possible to maintain compliance with the appropriate roadway and pedestrian sidewalk grades, affecting both drivability and walkability. He stated that constructable retaining walls could be used and that requires tiebacks that go beyond the wall. This will affect the protected root zone, which will ultimately impact the life of that tree.

Chairman Galloway asked if there are questions or comments from the board and from the public.

Member Saunders inquired as to the height of the retaining wall.

Mr. Bullard stated it is a three-tiered, 8-foot wall totaling approximately 24 feet. He stated that one continuous wall is aesthetically overbearing. He added that there will be tiered landscaping within each edge of the wall. He stated that the tree is at the rear of the property.

Member Saunders stated that a similar issue was presented to the board in the past. He stated that the developer and the town reached a compromise, and ultimately the root system of the tree was compromised and the tree was removed.

Member Masso inquired if this property was rezoned in 2025 for commercial retail.

Ms. Higgins clarified that this property will be developed in three phases. An independent living facility will be constructed on this property as part of the first phase. The other phases will include a hotel and office buildings/warehouses.

Hearing no further questions or comments, Chairman Galloway asked for a motion.

**Member Saunders made a motion to forward Resolution 2026-102 to the town commission with the recommendation of denial. Member Masso seconded the motion.**

Member	Vote
Brinson	NO
Saunders	NO
Galloway	NO
Masso	NO

**Motion carried 4-0.**

After clarifying the intended vote with the board members, a new motion was made.

**Member Saunders made a motion to forward Resolution 2026-102 to the town commission with the recommendation of denial. Member Masso seconded the motion.**

Member	Vote
Brinson	NO
Saunders	YES
Galloway	YES
Masso	YES

**Motion carried 3-1.**

**CHAIRPERSON AND MEMBERS REPORT**


There were no comments.

**PUBLIC COMMENT**

There were no comments.

**ADJOURN**

With nothing further to discuss, the meeting adjourned at 6:15 p.m.

  
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Kathleen Rosado, Town Clerk

  
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Robert Galloway, Chairperson