



TOWN COMMISSION MEETING AGENDA TOWN OF LADY LAKE, FLORIDA

All interested persons are cordially invited to attend this public meeting.

DATE AND TIME

Monday, November 4, 2024, 6:00 PM

PLACE

Town Hall Commission Chambers, 409 Fennell Blvd., Lady Lake

PROCEDURE

Citizens are encouraged to participate in the Town of Lady Lake meetings. Citizen groups are asked to name a spokesperson. Speakers will be limited to three minutes. Additional time may be granted at the Mayor's discretion. Upon being recognized by the Mayor, please approach the dais, state your name and address, and speak into the microphone. The order of agenda items may be changed if deemed appropriate by the Town Commission. Please be respectful of others and put your cell phone on silent mode.

CALL TO ORDER

INVOCATION

Pastor Jeff Hosmer – North Lake Presbyterian

PLEDGE OF ALLEGIANCE

ROLL CALL

AGENDA

A. CONSENT

1. October 21, 2024 - Special Town Commission Minutes
2. October 21, 2024 - Town Commission Meeting Minutes
3. Consideration of reducing the amount of the construction bond for the

Hammock Oaks Subdivision Phase 1.

4. Consideration of the First Amendment to the Water, Sanitary Sewer, and Reuse Utility Agreement for the Hammock Oaks Subdivision - Requesting Utilities Capacity Reservation of 2,172 Water ERUs, 2,172 Sewer ERUs, and 2,172 Reuse ERUs, and 4,940 Reuse ERUs for Common Areas on approximately 536.56 acres owned by SK Hammock Oaks, LLC, with the zoning entitlement of Planned Unit Development (PUD), located on the South side of Highway 466, East of Cherry Lake Road, West of Rolling Acres Road, lying North of Lake Ella Road within the Town of Lady Lake, Florida.
5. Consideration of approval to allow "The Frozen Kiwi" to Vend Food Products at the Lady Lake Soccer Association Practices.
6. Proposal for Adjustment of Off-Duty Detail Rates.

B. NEW BUSINESS

1. Consideration of Approval for Evelyn Stetler to Host Art in the Park on February 1st and 2nd of 2025 at Snooky Park. (Mike Burske)
2. Consideration of Allowing Marria Crinion to Teach Pickleball Lessons on the Lady Lake Tennis and Pickleball Courts. (Mike Burske)
3. Highlands at Hammock Oaks Subdivision Phases 1 & 2 - Preliminary Plat Plan — Proposing a total of 438 units spread amongst two phases, including 198 Single Family Residence Lots, 100 Villa Lots, and 140 Townhomes Lots, on multiple parcels consisting of approximately 92.12 acres, zoned Planned Unit Development (PUD), owned by Lugano Development, LLC, Burgland Land Holdings, LLC, and Devin & Angela Long, located east of Rolling Acres Road, south of Sunshower Lane and north of Abele Road, within the Town Limits of the Town of Lady Lake, Florida. (Thad Carroll)
4. Reserves at Hammock Oaks Subdivision Phase 1A — Final Plat Plan — Proposing 159 Single Family Lots on 68.491 Acres Zoned PUD within the Reserves at Hammock Oaks Subdivision, located South of Sunshower Lane, North of Lake Ella Road, West of Rolling Acres Road, East of Cherry Lake Road, owned by SK Hammock Oaks, LLC, within the Town Limits of the Town of Lady Lake, Florida. (Thad Carroll)
5. Reserves at Hammock Oaks Subdivision Phase 1B — Final Plat Plan — Proposing 80 Townhome Lots on 10.565 Acres Zoned PUD within the Reserves at Hammock Oaks Subdivision, located South of Sunshower Lane, North of Lake Ella Road, West of Rolling Acres Road, East of Cherry Lake Road, owned by SK Hammock Oaks, LLC, within the Town Limits of the Town of Lady Lake, Florida. (Thad Carroll)

6. Consideration of Road Transfer Agreement of a Portion of Teague Trail with Lake County. (C.T. Eagle)
7. Consideration of the Lady Lake Strategic Plan for 2024-2027. (Bill Lawrence)

C. TOWN ATTORNEY'S REPORT

1. Ordinance 2024-22 - Second and Final Reading - Dissolution of the Disciplinary Arbitration Panel. (Nancy Wilson)
2. Ordinance 2024-24 - Second and Final Reading - Repealing and Replacing Chapter 4 of the Code of Ordinances regarding Animal Services. (Derek Schroth)
3. Ordinance 2024-20 – First Reading - An Ordinance of the Town of Lady Lake, Florida; Amending the Hammock Oaks Community Development District (CDD) pursuant to Florida Statutes 190.046 and 190.005, encompassing portions of land in Sections 19 and 30, Township 18 South, Range 24 East, Lake County, Florida; Incorporating an additional 118.15 acres, totaling an amended CDD boundary of 767.805 acres; Providing for repeal of ordinances in conflict herewith; Providing for severability; Providing for an effective date. (Thad Carroll)
4. Ordinance 2024-23 - First Reading - An Ordinance of The Town of Lady Lake, Lake County, Florida; Providing for a Text Amendment to the Town of Lady Lake Land Development Regulations (Ordinance No. 94-08) Chapter 3, “Developmental Procedures and Regulations”; Providing for amendment to add Section 3-2. A, titled “Annexation”. (Thad Carroll)
5. Resolution 2024-112 - First and Final Reading - A Resolution of the Town of Lady Lake, Lake County Florida; Amending Resolution 94-110 by replacing fees for land use permits/approvals adopted by Resolution 2012-113; Providing for revised Land Use Application Fees; Establishing a schedule of application fees for Land Use Activities; Providing for repeal of inconsistent provisions; Providing for an effective date. (Thad Carroll)
6. Resolution 2024-113 - First and Final Reading - A resolution of the Town of Lady Lake, Lake County, Florida; Amending Resolution 2018-101 “Building Permit Fees and Related Fees” by replacing Exhibit “A”; Providing for revised building permit fees and related fees; Providing for repeal of inconsistent provisions; Providing for an effective date. (Thad Carroll)

TOWN MANAGER'S REPORT

MAYOR AND COMMISSIONER'S REPORT

PUBLIC COMMENTS

This section is reserved for members of the public to bring up matters of concern or comments. It is not limited to items on the agenda, and it is open to any concern or comments that the public may have.

ADJOURN

Please contact the Town Clerk's Office with any questions at 352-751-1501. This public hearing is being conducted in a handicapped accessible location. Any handicapped person requiring special accommodation or an interpreter for the hearing or visually impaired should contact the Clerk's Office at least two days prior to the meeting. To access a Telecommunication Device for Deaf Persons (TDD), please call 352-751-1565.

If a person decides to appeal a decision made with respect to any matter considered at the above meeting or hearing, he/she may need a verbatim record of the proceedings including the testimony and evidence, a record of which is not provided by the Town of Lady Lake. (F.S. 286-0105) One or more members of any other Town Board or Committee may be in attendance at this meeting, but will not be conducting business.

**DRAFT MINUTES OF THE SPECIAL CONCEPTUAL MEETING
TOWN OF LADY LAKE, FLORIDA
October 21, 2024**

The special conceptual meeting of the Lady Lake Town Commission was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida, with Mayor Ed Freeman presiding. The meeting convened at 5:00 p.m.

Mayor Freeman led the pledge of allegiance.

ROLL CALL

Commissioner (Ward)	Present
Regan (Four)	NO
Gourlie (Two)	YES
Roberts (One)	YES
Freeman (Three)	YES
Sage (Five)	YES

STAFF PRESENT:

Bill Lawrence, Town Manager; Thad Carroll, Growth Management Director; Becky Higgins, Senior Planner; Malina Wright, Development Coordinator; Connie Kimbal, Building Technician; Lisa Westmoreland, Growth Management Technician; Nancy Wilson, Town Clerk; Carol Osborne, Deputy Town Clerk.

Town Attorney Derek Schroth was also in attendance.

1. Consideration of the Architectural Elevations for the Lady Lake Auto Repair Facility

New major Stie Plan MJSP 07/24-001 — An Auto Repair Facility Proposing a 6,800 Square Foot Metal Building, Providing Parking Spaces including one Florida ADA Parking Space, Storm Water Retention, and Landscaping Buffers, on a 1.07-acre parcel zoned Planned Commercial (CP) within the Town Limits of Lady Lake, Florida. (Thad Carroll)

Growth Management Director Thad Carroll presented this agenda item stating the applicant is Austin Coats with the Austin Construction Group, and the owner is CGCR Holdings, LLC.

1 Future Land Use Designation is Commercial General – Retail Sales and Services; Zoning
2 Designation is Planned Commercial (CP). The present use of the property is a vacant
3 warehouse.

4 Staff recommends approval of the waivers.

5 Mr. Carroll stated the application was received in July 2024. He stated that the proposal is to
6 remove the current structure as the integrity of the building is such that remodeling it was not
7 an option. The new building will not be smaller.

8 Mr. Carroll advised that the first waiver being requested is Chapter 20, Section 20-3C).3). A). —
9 New buildings should adopt one of the four architectural styles recommended in the Town of
10 Lady Lake Commercial Design Guidelines Manual: Frame Vernacular, Craftsman/Bungalow,
11 Mediterranean, or Mission. He advised that what is being proposed does not meet any of
12 these styles.

13 Mr. Carroll stated that the second waiver being requested is Chapter 20, Section 20-3C).10).
14 N). — Parking areas should be located behind the building face. He advised that this is a
15 common waiver that has been granted for businesses including Verizon. He stated that when
16 the commercial design guidelines were initiated in 2006, the intent was to have all buildings
17 against the road. However, when the commission at that time began to see the buildings laid
18 out in that way, they did not like it. Many developments seek this waiver to place the parking
19 spaces in front of the buildings.

20 Mr. Carroll presented an aerial map of the project's location on Griffin View Dr. He noted that
21 the applicant's justification for the waiver is that there is a significant amount of landscaping,
22 which will shield the façade from the neighborhood on the west side. He presented a
23 photograph of the condition of the current building, and a photograph of the Collision Center
24 on the adjacent property. He noted that what is being proposed is in character with what is
25 existing along this corridor.

26 Mr. Carroll discussed the proposed façade and elevation options. He stated that similar
27 proposals have been granted for other businesses in the area. He advised that the applicant
28 modified Option 2 elevation proposal per staff's recommendations.

29 Mayor Freeman stated that there is a discrepancy with the doors' placement between
30 drawings, and that the parking lot looks small on the plans. He asked Mr. Carroll if the
31 depression to the west will be enough for water runoff or would the business utilize the
32 retention on the other side of the street.

1 Mr. Carroll stated that it will be verified at the time of site plan review that the applicant is
2 adhering to the minimum of the code. He stated that the business must utilize the retention
3 onsite. The plan will be reviewed by the town engineers who will verify that it meets the St.
4 Johns Water Management guidelines, and that there is adequate volume for the impervious
5 surface.

6 Commissioner Roberts stated that this proposal keeps in kind with the Collision Center
7 building next to it.

8 Commissioner Gourlie agreed that this proposal is an improvement.

9 Commissioner Sage asked Mr. Carroll if the buffer between the building and the residential
10 area will be tidied up.

11 Mr. Carroll stated that much of the vegetation will be retained for screening, which will be
12 discussed prior to the site's development.

13 By a vote of 5 to 0, it was the consensus of the Commission to move forward with Option 2 of
14 the Architectural Elevations waiver for the Lady Lake Auto Repair Facility, and the parking
15 waiver so that the parking area will be located behind the building face.

16 **ADJOURNMENT**

17 There being no further business, the meeting was adjourned at 5:11 p.m.

18 _____
19 Carol Osborne, Deputy Town Clerk

20 _____
21 Ed Freeman, Mayor

**DRAFT MINUTES OF THE COMMISSION MEETING
TOWN OF LADY LAKE, FLORIDA**

October 21, 2024

The regular meeting of the Lady Lake Town Commission was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida, with Mayor Freeman presiding. The meeting convened at 6:00 p.m.

CALL TO ORDER

INVOCATION

Reverend Dr. Paul Harsh – First Baptist Church of Lady Lake

PLEDGE OF ALLEGIANCE

Led by Mayor Freeman

ROLL CALL

Commissioner (Ward)	Present
Regan (Four)	YES
Gourlie (Two)	YES
Roberts (One)	YES
Sage (Five)	YES
Freeman (Three)	YES

STAFF PRESENT

Bill Lawrence, Town Manager; Thad Carroll, Growth Management Director; Becky Higgins, Senior Planner; C.T. Eagle, Public Works Director; Mike Burske, Parks and Recreation Director; Deputy Chief Jason Brough, Lady Lake Police Department; Lt. Rob Tempesta, Lady Lake Police Department; Pam Winegardner, Finance Director; John Pearl, I.T. Director; Aly Herman, Library Director; Elisha Pappacoda, Communications Director; Nancy Wilson, Town Clerk; and Carol Osborne, Deputy Town Clerk.

Town Attorney Derek Schroth was also in attendance.

A. CONSENT

1. October 7, 2024 – Town Commission Meeting Minutes

Commissioner Roberts made a motion to approve the Consent Agenda as presented;

Commissioner Gourlie seconded. Motion carried 5-0

B. NEW BUSINESS

1. Discussion by Deputy Chief John Simpson regarding Lake County Fire Services (Bill Lawrence)

Public Safety Director David Kilbury with Lake County Fire Rescue stated that the department provides county-wide ALS ambulance transport and is contracted with the Town for fire protection. He stated that there are six municipalities that are contracted with Lake County Fire and Deputy Fire Chief John Simpson is the Quasi-Town Fire Chief who will be assisting the town manager with strategic planning for many types of disasters. He stated that DFC Simpson is the direct contact for anything the town needs.

Deputy Fire Chief John Simpson stated that he has served in public safety in Lake County for 32 years, three years of which were served in Lady Lake. He stated that it is an honor for him to be the chief officer for the Town of Lady Lake.

2. Discussion of the Fruitland Park Wastewater Treatment Agreement (Bill Lawrence)

Town Manager Bill Lawrence presented this agenda item stating that Fruitland Park is requesting a renewal of this 10-year contract. The agreement included a provision that Fruitland Park would construct their own wastewater treatment plant during the term of this agreement which has not happened.

Commissioner Gourlie stated that costs have risen considerably in the past ten years and there needs to be an increase in the fees. He stated that he is not in favor of cutting them off. He stated that he is in favor of a short-term extension to allow them to move forward with construction of a wastewater treatment plant or have them pay for an expansion as the Grand Oaks project was willing to do. He stated that if the town was not servicing Fruitland Park, there would have been substantial capacity for the Grand Oaks project. He stated that based on the timeframe it took for the Town to construct the new wastewater treatment facility, he suggested a short-term extension with increased fees.

Commissioner Roberts stated that a big part of Fruitland Park's population growth was due to the expansion of The Villages and acknowledged that The Villages operates their own wastewater treatment in the Fruitland Park area. She stated that she is concerned about future population growth and agrees with Commissioner Gourlie that Fruitland Park should consider either contributing financially for the Town to construct a larger capacity plant or construct their own plant.

Commissioner Sage asked Public Works Director C.T. Eagle what percentage of Fruitland Park wastewater contributes to the Town's daily treatment.

C.T. Eagle, Public Works Director

1 Mr. Eagle stated that the town treats approximately 80,000 gallons per day from Fruitland Park. He
2 advised that the fee schedule in the original agreement was to treat approximately 100,000 gallons,
3 with increased fees for every 10,000 gallons above the original 100,000 gallons. He stated that the
4 Town treats approximately 550,000 total gallons per day, therefore Fruitland Park's contribution to
5 is approximately 10%.

6 Commissioner Sage verified with Mr. Eagle that Fruitland Park's intention was to have the Town
7 treat their wastewater while they planned and constructed a new wastewater treatment plant.

8 Mr. Eagle replied affirmatively adding that the agreement was entered into because Fruitland
9 Park's plant was failing and had violations with Florida Department of Environmental Protection
10 (FDEP); Fruitland Park needed to submit a plan to FDEP whether they were going to build another
11 plant immediately or find temporary relief by going to Lady Lake or Leesburg. He stated that the
12 Town's facility had capacity at that time, and Fruitland Park wanted time to construct a new plant.
13 Their intention was to construct a new plant during the term of the ten-year agreement.

14 Commissioner Sage stated that the agreement has two years remaining, Fruitland Park has no plan
15 for a new facility, and they are requesting that the town renew the agreement for another ten years.
16 He agrees that a substantial fee increase is warranted with a shorter contract. He stated that the
17 town needs capacity for future growth.

18 Mr. Eagle stated that he is unaware if Fruitland Park has construction plans for a new facility.

19 Mayor Freeman stated that there is no one from Fruitland Park in attendance tonight. He suggested
20 offering a three-year extension which will provide enough time for them produce a plan. If they
21 begin construction and need additional time, that would be negotiated at that time. He agreed that
22 fees need to be increased along with incremental increases for each year beyond the new term.

23 Commissioner Regan stated that he also agrees that a short extension to the current agreement
24 with increased rates is necessary. He stated that the town must put our needs first for future
25 growth.

26 Town Manager Bill Lawrence verified that the commission is not in favor of entering into another
27 ten-year agreement. However, the commission may be in favor of a three-year extension to the
28 agreement with increased fees.

29 Commissioner Gourlie suggested a two-year extension with a possible one-year extension and a
30 substantial increase in fees.

31 Commissioner Sage asked Mr. Eagle how long it took for our new plant to come to fruition.

32 Mr. Eagle stated from the study period to completion of the plant took approximately five years.

Town manager Bill Lawrence confirmed with the Commission to extend the current Wastewater Treatment Agreement with Fruitland Park for two years, to expire in 2028.

3. Consideration of Approval for the Town to Work with The National Society of Colonial Dames 17th Century to Make Sure that the Town of Lady Lake is a Purple Heart City and to Make Snooky Park a Purple Heart Entity (Mike Burske)

Parks and Recreation Director Mike Burske presented this agenda item stating that the National Society of Colonial Dames is seeking to ensure that the Town of Lady Lake is a Purple Heart Town and to make Snooky Park a Purple Heart entity. He stated that there is evidence that the Town meets the requirements and will be verified with this organization. He stated that he had worked with this organization 19 years ago to make the Train Depot a Historical Landmark, and it was a positive experience.

Susan van de Velde, President, Orange Blossom Chapter of the National Society of Colonial Dames 17th Century

Ms. van de Velde stated that she and Mr. Burske discussed how Snooky Park could be used to honor our veterans. She stated this chapter does a lot of work at the Lady Lake Cemetery cleaning the tombstones, removing debris from cemetery, etc. She stated that the Purple Heart Trail is a program of the Military Order of the Purple Heart. She expressed her appreciation to the commission for their support of this project. She stated that when this project is complete, the Lady Lake Cemetery and the Lady Lake American Legion Post 347 could also be recognized as Purple Heart Entities, thus extending the Purple Heart Trail.

Commissioner Roberts made a motion to work with The National Society of Colonial Dames 17th Century to ensure that the Town of Lady Lake is a Purple Heart City and to Make Snooky Park a Purple Heart Entity; Commissioner Gourlie seconded. Motion passed 5-0.

C. TOWN ATTORNEY'S REPORT

1. Ordinance 2024-22 (First Reading) — Dissolution of the Disciplinary Arbitration Panel. (Nancy Wilson)

Town Clerk Nancy Wilson presented this agenda item stating the commission voted to dissolve the Disciplinary Arbitration Panel at the October 7, 2024, meeting. An ordinance was drafted and is before the commission tonight for consideration.

Commissioner Gourlie made a motion to approve Ordinance 2024-22 on first reading; Commissioner Sage seconded.

Commissioner (Ward)	Vote
Regan (Four)	YES

Commissioner (Ward)	Vote
Gourlie (Two)	YES
Roberts (One)	YES
Sage (Five)	YES
Freeman (Three)	YES

1 Motion passed by a 5-0 vote.

2 **2. Ordinance 2024-24 (First Reading) — Repealing and Replacing Chapter 4 of the Code of**
3 **Ordinances Regarding Animal Services (Derek Schroth)**

4 Town Attorney Derek Schroth presented this agenda item stating the Town reached an agreement
5 with Lake County and the Lake County Sheriff's Office regarding animal services. This ordinance
6 repeals the current ordinance and replaces provisions that allow for the Lake County Sheriff and
7 Lake County to administer the animal enforcement provisions which have been incorporated into
8 this ordinance.

9 **Commissioner Gourlie made a motion to approve Ordinance 2024-24 on first reading;**
10 **Commissioner Roberts seconded.**

Commissioner (Ward)	Vote
Regan (Four)	YES
Gourlie (Two)	YES
Roberts (One)	YES
Sage (Five)	YES
Freeman (Three)	YES

11 Motion passed by a 5-0 vote.

12 **TOWN MANAGER'S REPORT**

13 Town Manager Bill Lawrence stated that the Not Too Scary Halloween event is Saturday, October
14 26, from 6:00 p.m. – 9:00 p.m., behind the library on Guava Street.

15 Mr. Lawrence acknowledged and expressed his appreciation to the Parks and Recreation
16 department, the Public Works department, and the Police Department who worked through the
17 night during Hurricane Milton. He stated that he was with the police for a portion of the night.

18 **MAYOR AND COMMISSIONER'S REPORT**

Commissioner Roberts stated that she has had numerous calls regarding the wording of Amendment 3 on the ballot for the Town of Lady Lake. She stated that the ballot language is not clear and remembers a more extensive explanation and requested clarification be added to our website.

Town Attorney Derek Schroth stated that this an administrative adjustment in the Town Charter. He clarified that the initial provision in the Charter in 1987 applied only to those commissioners at that time and the way the terms were staggered. He agreed that the ballot language is not clear and that it does not provide enough information and background.

Mayor Freeman thanked town staff for their hard work cleaning up the storm debris after Hurricane Milton.

PUBLIC COMMENTS

Jim Smith, 536 Jason Drive

Mr. Smith described an incident several years ago when he had a new roof put on his house and the Town's inspector claimed to have inspected it when, in truth, he had not. He stated that town officials came to his home and that inspector subsequently lost his job.

Mr. Smith stated that he recently replaced the roof, the permit was obtained, and when he called the building department asking when the roof would be inspected, he was told that the inspection was completed. He stated that he did not see anyone at to his home inspecting the roof.

Growth Management Director Thad Carroll advised that he remembers visiting Mr. Smith's home several years ago regarding the roof inspection. He stated that anyone with a completed project can call the town's inspection line to schedule an inspection. A call should be made to the Growth Management department if the inspection did not occur, and staff will research to determine if the inspection was completed. He asked Mr. Smith if he was present at his home on the date of inspection.

Mr. Smith replied that the contractor called regarding the inspection. He verified that he was at his home on the date he was told that the inspection occurred.

Mr. Carroll stated that staff will research this. He advised that if a request for an inspection is received by 4 p.m., the inspection occurs the following day.

Terry Rowe, 304 Ivanhoe Circle

Ms. Rowe stated that she has contacted several town officials regarding the amount of water on their properties. She stated the water is not from the recent hurricanes, and that it is a result of the road and the retention pond that was built near them. She stated that the drainage from the newer retention pond is draining into the retention pond in their neighborhood, and it flooded when the

1 recent hurricanes came through. She stated that they have sewage in their yards from the septic
2 tanks that have blown. Therefore, the water that is on their road and in their yards is all
3 contaminated, and they are driving through it daily. The residents have no functioning restrooms.
4 She stated that she has requested portable toilets and was told that there is nothing that the town
5 can do.

6 Ms. Rowe asked if the EPA would be able to assist the residents in their community. She stated
7 there is one access road in and out of their community, and residents must drive through the
8 contaminated water. She stated that the U.S. Mail will not deliver their mail because of the high
9 water on the road.

10 Ms. Rowe expressed her frustration being told that nothing can be done to help the residents of this
11 neighborhood.

12 C.T. Eagle, Public Works Director

13 Mr. Eagle stated that he has discussed this issue with many of the residents of the Oak Grove
14 community. He stated that it was his understanding that mail delivery resumed.

15 Ms. Rowe advised that they received mail one day but the regular driver will not drive through the
16 water.

17 Mr. Eagle advised that he ensured trash collection was resumed.

18 Mr. Eagle advised that the entire area that flooded is in a flood zone. He stated that the entire area
19 of central Florida is inundated with water. Even if the town could move the water, there is no place
20 to relocate it as the area was flooded with millions of gallons of water. He stated that the Town
21 officials are aware of the situation and prior to Hurricane Helene, that area was pumped, and water
22 was relocated to Old Dixie Pond. He stated that is not an option now due to ground saturation; the
23 water would not percolate and therefore would not alleviate the problem. He asked the residents
24 to be patient and once the water percolates into the ground the town will begin to relocate water.

25 Ms. Rowe stated this area has not flooded for 40 years to which Mr. Eagle stated that our area
26 experienced a 100-year storm event.

27 Ms. Rowe stated that the retention pond was already filled and flooding before the storm.

28 Mr. Eagle concurred and advised that an attempt was made to remedy the amount of water as best
29 as possible. He reiterated that there is nowhere to relocate the water.

30 Ms. Rowe stated that state officials, town officials, and county officials visited her property looking
31 at the issue and they admitted that it was from the road and from the retention pond. She
32 expressed her frustration with the state saying it is the town's problem and the town saying it is

1 state's problem. Everyone agrees that it is not the residents' problem, yet the residents cannot do
2 anything about it.

3 Mayor Freeman asked Ms. Rowe for the name of the state official that was at her property. Ms. Rowe
4 stated that she did not know the name of the person.

5 Commissioner Gourlie stated that when the overpass was being removed during the Hwy 27/441
6 widening, he asked the contractor, Southland, and was granted permission to have some of the dirt
7 relocated to his area. His intention was to have the dirt spread along the clubhouse and construct a
8 levee from Lake Ivanhoe along the back of the retention pond/wetlands area to alleviate flooding.
9 He asked Mr. Eagle if the Town has a surplus of dirt that could be used for this purpose.

10 Mr. Eagle advised that a site inspection needs to be conducted to ensure there is no damage to the
11 wetlands, and that permits are required to fill-in wetlands. He agreed that dirt could be spread by
12 the clubhouse.

13 Ms. Rowe stated that the overflow by the clubhouse is owned by the Homeowners Association.

14 Commissioner Gourlie concurred adding that when he made his suggestion at an HOA meeting, he
15 was met with indifference.

16 Ms. Rowe asked if the area could be dredged. She asked if the EPA would help.

17 Commissioner Gourlie stated that dredging is a temporary solution. When that depression fills with
18 water and does not percolate, the water level will not recede.

19 Dennis Quinter, 316 Ivanhoe Circle

20 Mr. Quinter stated that there is currently approximately 10 inches of water on the road and
21 suggested laying 10 inches gravel on the road so the residents drive on gravel. This will prevent the
22 waves going onto yards. He stated that he discussed the condition of the road with Mike
23 (Commissioner Sage) and William (Mr. Lawrence), informing them that he anticipates the road will
24 fail within the next two months. He stated that it is the only way in and out of their area. He asked
25 for the commission to consider constructing an emergency exit past the clubhouse to exit on Hwy
26 27/441. He explained that there is a resident who requires hospice care frequently during the week.
27 Also, how would an ambulance vehicle access the area if the road fails?

28 Mayor Freeman asked Mr. Quinter who advised him that the road will fail.

29 Mr. Quinter stated that it is his knowledge and experience working on roads and buildings. He
30 stated that the road is a sand base with approximately five inches of asphalt on top.

31 Mr. Eagle stated that laying gravel on the road was considered initially; however, the water was too
32 deep at that time, and this could be an option now that the water is receding. He stated that if the

1 gravel is laid too soon, it will restrict the flow of water. He advised that there is a pipe on the other
2 side of the road and gravel will enter the inlet in the pipe.

3 Discussion was held regarding the possibility of an alternate road in and out of this area.

4 Mayor Freeman stated that the Town will do something to remedy this situation. Mr. Eagle stressed
5 that his intention is to rectify this area.

6 Commissioner Gourlie asked Mr. Eagle if the state corrected the issues with the pipes (on Hwy
7 27/441). Mr. Eagle responded affirmatively explaining that FDOT discovered an error in their design
8 with one of the structures in front of the Sunoco Station at Griffin View and Hwy 441. He advised
9 that the pipe is now plugged off and Public Works staff monitors that area to ensure it is not failing.
10 A lot of water had been pumped out to remediate that and what is there currently is natural water
11 from the area. He stated that he has it on record in meetings with FDOT that they need to verify
12 their design and stand by it.

13 Reverend Dr. Paul Harsh, 3800 Lake Griffin Road

14 Reverend Harsh stated when drafting the terms of the new agreement with Fruitland Park, include
15 a provision requesting progress reports of the project. He suggested adding another provision that
16 if there is no progress noted after one year, the agreement expires.

17 Marria Crinion, 3486 Ridgewood Path

18 Ms. Crinion stated that she is a professional certified pickleball instructor and would like to be
19 considered to teach on the Town's pickleball courts. She stated that she discussed this with Mr.
20 Burske, and he stated that there is only one professional instructor who is allowed on the courts.
21 Ms. Crinion stated she feels this is an injustice to the Lady Lake community as well as the
22 neighboring communities. She stated that she would like to be considered to teach as it nice to
23 have an instructor that offers an opportunity to learn in a different way. She stated that one
24 professional instructor has a monopoly, and they can set the fees and hours. She stated that she
25 has a master's degree in education and was a coach for many years. She advised that she teaches
26 to the deaf community. She stated that she currently volunteers teaching at The Villages and
27 currently teaches professionally at the Wildwood City Park in Oxford Park.

28 Mayor Freeman asked Ms. Crinion if she has taught in Lady Lake.

29 Ms. Crinion replied affirmatively adding that she did not know that the commission needed to
30 approve the instructors. She stated that when she learned this from the current pickleball
31 instructor, she immediately contacted Mr. Burske and asked if she could be considered as well. Mr.
32 Burske informed her that he would discuss it with the current instructor. She stated that because
33 there is one instructor, no one else has a chance to teach. She stated that she submitted an
34 application to Mr. Burske.

1 Mayor Freeman informed Ms. Crinion that Mr. Burske would present her application to the
2 commission.

3 Mayor Freeman adjourned the meeting at 6:52 p.m.

4 The meeting reconvened at 6:56 p.m. for the Commission to hear additional public comments.

5 Beverly Pepin, 329 Ivanhoe Circle

6 Ms. Pepin expressed her concerns regarding the flooding on Ivanhoe Circle and the potential
7 damage to vehicles. She also stated that cases of the West Nile virus have been reported in Orange
8 County and that mosquitos live in still water. She noted that their area also had still water for
9 several weeks prior to Hurricane Milton, and deaths from the virus have been recorded in Florida.
10 She stated that poisonous snakes and alligators have been reported in the area as well.

11 Ms. Pepin acknowledged the town's road crew who cut up a tree that had fallen across the road in
12 their development. However, they had the vehicles on the clubhouse lawn, and it was ruined.

13 Darrell Smothers, 306 Ivanhoe Circle

14 Mr. Smothers stated that Mayor Freeman noted earlier that the Ivanhoe Circle area is in flood plain
15 and asked if the town coordinates with FEMA regarding assistance.

16 Mayor Freeman stated that he does not know how the designated areas on the FEMA map are
17 established. He stated that the houses in the Water Oak development on the south side of the big
18 pond are all in the FEMA flood plain. He noted several other areas that are in the flood plain,
19 including the west side of Ivanhoe Circle. Mayor Freeman stated that geographic studies are
20 conducted that indicate where the water will flow.

21 Mr. Smothers stated that he understands the flood plain issue as he has water on four sides of his
22 house and nine inches of water under his house.

23 Mayor Freeman assured everyone that the Town would attempt to mitigate the issues for the
24 residents along Ivanhoe Circle.

25 Mayor Freeman encouraged the residents to go to the FEMA website and fill out the forms,
26 www.disasterassistance.gov

27 Mr. Smothers stated also that the street sweeper has not been in the neighborhood for a very long
28 time.

29 Mr. Eagle advised that the former street sweeper contractor simply quit. He stated that a new
30 contractor has been hired and will do an initial round once debris is cleared, and another round
31 soon after.

1 Mr. Smothers acknowledged Town Manager Bill Lawrence who came door to door in their
2 neighborhood prior to Hurricane Milton giving everyone emergency contact information.

3 **ADJOURN**

4 Being no further business at this time, the meeting adjourned at 7:07 p.m.

5 _____
6 Carol Osborne, Deputy Town Clerk

7 _____
8 Ed Freeman, Mayor



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Consideration of reducing the amount of the construction bond for the Hammock Oaks Subdivision Phase 1.

AGENDA ITEM ID

20241104

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTION

Staff recommend approval of a reduction of the amount of the construction bond for the Hammock Oaks Subdivision Phases 1A, 1B, and 1C.

On November 27, 2023, SK Hammock Oaks LLC provided a subdivision bond in the amount of \$21,134,436.21 as a surety to complete all required construction of the infrastructure for Phases 1A, 1B, and 1C. Pursuant to Chapter 3, Section 11, g), 3), B), 1) of the Land Development Regulations, when construction of required improvements is to be completed following final plat approval, the developer shall, at or prior to final plat approval, execute a contract for construction of the required improvements and post security in the amount equal to one hundred fifteen (115) percent of the estimated total cost if improvements remaining to be constructed.

Additionally, Chapter 3, Section 11, g), 3), B), 6) of the Land Development Regulations provides a process by which the bond may be reduced. Specifically, the code states that a reduction in the amount of surety required, other than a final draw or reduction, may be authorized by the Town Commission after completion of any distinct and separable phase or portion of the required improvements. The amount of any given reduction shall not exceed eighty (80) percent of the cost of completed work, as determined by the Town Commission following review of a cost estimate for said work prepared and certified by the developer's engineer. A reduction in construction security shall not be construed as acceptance of the improvements unless expressly stated otherwise by the Town Commission at the time of the reduction.

Formal acceptance shall occur as provided elsewhere in this Code, and only upon the establishment of proper maintenance security, where required.

Anthony V. Caggiano, P.E. of CHW has provided a letter to certify that a significant portion of the work in Phases 1A, 1B, and 1C has been completed, along with invoices demonstrating that payment has been made for the construction activity.

At this time, CHW is requesting that the amount of the surety value be reduced to

\$6,162,897.48. Staff recommends approval of the applicant's request.

PAST ACTIONS

On April 15, 2024, the Town Commission approved a reduction of the subdivision bond to an amount of \$12,675,519.77.

FISCAL IMPACT

None.

SOURCE OF FUNDING

Not applicable.

FUNDING ACCOUNT

None.



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Consideration of the First Amendment to the Water, Sanitary Sewer, and Reuse Utility Agreement for the Hammock Oaks Subdivision - Requesting Utilities Capacity Reservation of 2,172 Water ERUs, 2,172 Sewer ERUs, and 2,172 Reuse ERUs, and 4,940 Reuse ERUs for Common Areas on approximately 536.56 acres owned by SK Hammock Oaks, LLC, with the zoning entitlement of Planned Unit Development (PUD), located on the South side of Highway 466, East of Cherry Lake Road, West of Rolling Acres Road, lying North of Lake Ella Road within the Town of Lady Lake, Florida.

AGENDA ITEM ID

11042024

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTION

Staff recommends approval of the First Amendment to the Water, Sewer, and Reuse Utility Agreement for the Hammock Oaks Subdivision – Requesting Capacity Reservation of 2,172 Water ERUs, 2,172 Sewer ERUs, and 2,172 Reuse ERUs, and 4,940 Reuse ERUs for Common Areas.

SK Hammock Oaks, LLC, is the property owner of approximately 536.56 acres, located on the South Side of Highway 466, East of Cherry Lake Road, west of Rolling Acres Road, and lying one and one-half miles north of Lake Ella Road.

In order to serve the development with water, sewer, and reuse supply as the development progresses, the owner/developer is seeking to amend the utility agreement approved on June 17, 2024, and recorded on July 15, 2024, in Official Records Book 6365, Page 1305 of the Public Records of Lake County, Florida.

The Developer has agreed to utilize the Town's water, sewer, and reuse facilities to benefit the Development and to the terms and conditions hereinafter set forth in the amended Agreement, as provided by Utility (The Town).

The sum for the total ERUs allocation is \$11,413,228. The Developer has already paid to the Town a total of one million, six hundred twenty-one thousand five hundred seventy-five dollars for the capacity reservation of water, sewer, and reuse for Phases H1A, H1B, and H1C of the Development. Should the Developer fail to pay the remaining corresponding

Impact Fees allocations as provided herein, the Town, in its sole discretion, may rescind and void this Agreement in its entirety.

This agreement was reviewed by the Town Attorney, Derek Schroth and Town Staff and determined correct in form for consideration and approval by the Town Commission.

PAST ACTIONS

None

FISCAL IMPACT

\$3,116,820 of revenue toward water impact fees

\$7,215,384 of revenue toward sewer impact fees

\$1,081,024 of revenue toward reuse impact fees

SOURCE OF FUNDING

Not applicable.

FUNDING ACCOUNT

None



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Consideration of approval to allow "The Frozen Kiwi" to Vend Food Products at the Lady Lake Soccer Association Practices.

AGENDA ITEM ID

20241104

DEPARTMENT

Parks & Recreation

SUMMARY

STAFF RECOMMENDED MOTION

Approval to Allow "The Frozen Kiwi LLC" to Vend Food Products at The Lady Lake Soccer Association Practices

The Lady Lake Soccer Association has requested that "The Frozen Kiwi LLC" be allowed to vend at the evening practices for The Lady Lake Soccer Association. The president of the League has asked to give the parents the ability to have food and treats during the practices. The Town will be made the certificate if this item passes.



TOWN COMMISSION MEETING AGENDA ITEM

TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Proposal for Adjustment of Off-Duty Detail Rates.

AGENDA ITEM ID

20241104

DEPARTMENT

Police Department

SUMMARY

Background:

The Lady Lake Police Department currently charges a flat rate of \$45.00 per hour plus a \$10.00 vehicle fee for off-duty detail services. This rate has been in effect since 2022 and is among the lowest in our area, leading to difficulties in attracting officers for these assignments.

Proposed Changes:

- New Hourly Rate: \$60.00
- Administrative Fee per Event: \$20.00 (replacing the vehicle fee)
- Minimum Hour Requirement: 3 hours

Rationale:

1. Market Competitiveness: Adjusting the rates will help attract officers to off-duty assignments.
2. Administrative Transparency: Clarifying costs with an administrative fee will improve billing practices.
3. Recruitment and Retention: Competitive compensation is essential for officer participation.

Financial Impact:

There will be no negative impact on the town. This is considered to be an "in and out" transaction. Private Duty Overtime is not pensionable. The proposed rate adjustment is expected to improve officer recruitment and retention, ensuring the department can meet community needs effectively.

Recommendation:

Staff recommends the Town Commission approve the proposed rate adjustment for off-duty detail services as outlined above.

Action Requested: Approval of the proposed rate changes for off-duty detail services to take

effect on January 1, 2025.

Attachments: Extra Detail Pay of Area Department Comparison Spreadsheet



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Consideration of Approval for Evelyn Stetler to Host Art in the Park on February 1st and 2nd of 2025 at Snooky Park. (Mike Burske)

AGENDA ITEM ID

20241104

DEPARTMENT

Parks & Recreation

SUMMARY

The Lady Lake area Chamber of Commerce is looking to work with Evelyn Stetler to host Art in the Park on February 1st and 2nd at Snooky Park. Evelyn ran and staffed the event for several years until she sold her business. As the Town does not have the desire to partner the event, Evelyn would take care of all the details. The proper deposit and insurance would be required before the event would be held. We will work with the donation that she will now make to the town instead of the Chamber of Commerce. This will vary by the number of vendors.

FISCAL IMPACT

Not town supported/ \$0.00 donation amount to be determined



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Consideration of Allowing Marria Crinion to Teach Pickleball Lessons on the Lady Lake Tennis and Pickleball Courts. (Mike Burske)

AGENDA ITEM ID

20241104

DEPARTMENT

Parks & Recreation

SUMMARY

Marria Crinion contacted me a couple of months ago asking to be allowed to teach lessons at the pickleball courts. This was about the same time that we had granted Ralph Jones permission to teach at the courts. Ralph's request was given to me many months ago, and it was relayed that he would have to wait until the current instructors' contracts ran out and see if they renewed. They did not renew. In having more than one instructor last year, I was getting calls from citizens looking to utilize the courts but being crowded out. After the previous instructor's contracts ended, I only brought one instructor in for the year to eliminate congestion. Keep in mind that we only have two courts. Ms. Crinion stated that she has taught on the courts for two years. During that time, the Parks and Recreation Department was never contacted. This is protocol before any instructor instructs at any facility, not just ours. If she had, then she would have been bumped to the front of the line. Mr. Jones did contact me and was given the ability to teach. I understand that Ms. Crinion has taught under the radar at our courts for some time, but the goal of the Parks and Recreation department is to serve the public as a whole and give people the opportunity to use our facilities. As we have only two courts, I am asking that this Commission wait until Mr. Jones no longer desires to utilize our courts, or we expand pickleball and eliminate the tennis court in the next couple of years. In having just two courts, we are not able to immediately accommodate everyone who wants to utilize our courts for instruction. With winter coming up, our courts are starting to be heavily used and we would like to keep minimal instructors. As Ms. Crinion has all her certificates and has good references, she would be next on the list when we are able to accommodate her. This was relayed to her before she came to the last Commission Meeting.

FISCAL IMPACT: 10% of the gross revenue generated by her on our courts.



TOWN COMMISSION MEETING AGENDA ITEM

TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Highlands at Hammock Oaks Subdivision Phases 1 & 2 - Preliminary Plat Plan — Proposing a total of 438 units spread amongst two phases, including 198 Single Family Residence Lots, 100 Villa Lots, and 140 Townhomes Lots, on multiple parcels consisting of approximately 92.12 acres, zoned Planned Unit Development (PUD), owned by Lugano Development, LLC, Burgland Land Holdings, LLC, and Devin & Angela Long, located east of Rolling Acres Road, south of Sunshower Lane and north of Abele Road, within the Town Limits of the Town of Lady Lake, Florida. (Thad Carroll)

AGENDA ITEM ID

20241014

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTIONS

Staff recommends approval of Highlands at Hammock Oaks Subdivision Phases 1 & 2 Preliminary Plat Plan

On Monday, June 10, 2024, a new preliminary plat was submitted by Robert Walpole with CHW Professional Consultants, on behalf of property owners Lugano Development, LLC, Burgland Land Holdings, LLC, and Devin & Angela Long for the Highlands at Hammock Oaks Subdivision- Phase 1 & 2. Other supplementary documentation includes Warranty Deeds, Survey, and Lake County Road Name Reservation.

BACKGROUND

On July 1, 2024, the Town Commission approved the annexation (Ordinance 2024-06) and small-scale future land use amendment (Ordinance 2024-07) of 10.08 acres of land on Anderson Lane as well as the rezoning of 92.12 acres (Ordinance 2024-08). The rezoning incorporated the aforementioned 10.08 acres as well as two previously approved Planned Unit Developments (PUD) to form one 92.12 acres PUD.

PROPOSAL

The Highlands at Hammock Oaks Subdivision Phases 1 & 2 proposes the construction of 438 units in two phases, including 198 single family residence lots, 100 villa lots, and 140 townhomes lots on approximately 92.12 acres located east of Rolling Acres Road, south of Sunshower Lane and north of Abele Road. The subdivision will be phased as following:

Phase 1

40' Single Family Lots	57
50' Single Family Lots	57
Townhomes Lots	82
Villa Lots	58
Total Lots	254

Phase 2

40' Single Family Lots	42
50' Single Family Lots	42
Townhomes Lots	58
Villa Lots	42
Total Lots	184

The Preliminary Plat Plan was reviewed to determine its compliance with the Land Development Regulations (LDRs) Attached are the following items in the packet: Preliminary Plat Plan Review completed by Town's Fire Inspector, Kerry Barnett, dated August 20, 2024. (Satisfied)

Preliminary Plat Plan Review completed by Lady Lake Public Works Department, dated September 19, 2024. (Town's Utilities Consultant will be working with the developer to design and model utility needs. Water, Sewer, and Reuse agreements to be executed.).

Preliminary Plat Plan Review completed by the Town's Engineer, Neel-Schaffer, Inc, dated September 5, 2024 (Satisfied).

Preliminary Plat Plan and Traffic Review conducted by Lake County Public Works Department.

Lake County School Board is working with the applicant on a draft proportionate share mitigation agreement.

The property's Future Land Use designation is Single Family – Medium Density). The Zoning designation is "Planned Unit Development" (PUD) allowing up to four dwelling units per acre on the 92.12-acre parcel, which is in compliance with the proposal. The subject project is located in Sections 29, Township 18 South, Range 24 East, within the Town Limits of the Town of Lady Lake, Florida. The appropriate legal description, a location map, and survey of the property were included with the submitted site plan application.

The Preliminary Plat meets the design requirements of the Town of Lady Lake Land Development Regulations, Chapter 8 – Subdivision and Plats, and adheres to the requirements of the Comprehensive Plan of the Town of Lady Lake. The preliminary plat plans, consisting of 13 sheets, certified and digitally sealed by Robert J. Walpole, Professional Engineer with CHW Professional Consultants, Inc., dated August 14, 2024.

COMMENTS:

Preliminary Plat Plan Approval does not permit the construction of any improvements. The applicant must continue the process via the submittal and approval of an Improvement Plat Plan application. All regulatory agency permits must be submitted to the Town prior to

commencing site work.

A Water, Sewer, and Reuse Agreement will have to be created between Town of Lady Lake and the Property Owner/Developer requesting additional utility capacity allocated to service the Highlands at Hammock Oaks Subdivision Phases 1 and 2.

FISCAL IMPACT

None.

FUNDING ACCOUNT

None.

PAST ACTIONS

The Technical Review Committee (TRC) members individually reviewed the application and found the application complete and ready to move forward to the Planning & Zoning Board.

At the October 14, 2024 meeting, the Planning and Zoning Board voted 5-0 to forward Highlands at Hammock Oaks Subdivision Phases 1 & 2 Preliminary Plat Plan to the Town Commission with the recommendation of approval.



TOWN COMMISSION MEETING AGENDA ITEM

TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Reserves at Hammock Oaks Subdivision Phase 1A — Final Plat Plan — Proposing 159 Single Family Lots on 68.491 Acres Zoned PUD within the Reserves at Hammock Oaks Subdivision, located South of Sunshower Lane, North of Lake Ella Road, West of Rolling Acres Road, East of Cherry Lake Road, owned by SK Hammock Oaks, LLC, within the Town Limits of the Town of Lady Lake, Florida. (Thad Carroll)

AGENDA ITEM ID

20241014

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTIONS

Staff recommends approval of Reserves at Hammock Oaks Subdivision Phase 1A Final Plat Plan

On Tuesday, September 10, 2024, Aaron Hickman, PSM, of CWH, Inc on behalf of SK Hammock Oaks, LLC, applied for the final plat of Reserves at Hammock Oaks —Phase 1A Subdivision.

Reserves at Hammock Oaks Subdivision consists of nine phases. Phase 1A consists of 159 market rate single family lots on 68.491 acres.

The Final Plat Plan was reviewed to determine compliance with the Land Development Regulations (LDRs) and Florida Statutes Chapter 177. The following items are included in the packet:

- Review of the final plat completed by Town Attorney on September 20, 2024.
- Final Plat Review completed by Town Surveyor dated October 2, 2024.
- Joinder and Consent to Dedication.
- Title Examination dated July 8, 2024.
- Final Subdivision Plat Plans submitted on September 10, 2024.

BACKGROUND

The Town Commission approved Ordinance 2022-13 on November 21, 2022, establishing the zoning for the 421-acre parcel as Planned Unit Development (PUD). The Town Commission subsequently approved Ordinance 2024-08 on May 6, 2024, amending the

previously established boundary of the Memorandum of Agreement.

The Town Commission approved the original preliminary plat on Monday, August 8, 2023. The revised preliminary plat for Reserves at Hammock Oaks on Monday, June 17, 2024. The Development Order for Phase 1A was subsequently issued on Thursday, October 5, 2023.

The Sewer & Water Agreement will need to be executed between Town of Lady Lake and the Property Owner/Developer to allocate adequate capacity for the lots within the Reserves at Hammock Oaks Subdivision.

COMMENTS

Satisfied/Revised Items:

- Applicant has addressed all outstanding Town Attorney comments.
- Applicant has addressed all outstanding surveyor comments.

PAST ACTIONS

The Technical Review Committee (TRC) members individually reviewed the application finding the application complete ready to move forward to the Planning & Zoning Board.

At the October 14, 2024 meeting, the Planning and Zoning Board voted 5-0 to forward The Reserves at Hammock Oaks Subdivision Phase 1A Final Plat Plan to the Town Commission with the recommendation of approval.



TOWN COMMISSION MEETING AGENDA ITEM

TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Reserves at Hammock Oaks Subdivision Phase 1B — Final Plat Plan — Proposing 80 Townhome Lots on 10.565 Acres Zoned PUD within the Reserves at Hammock Oaks Subdivision, located South of Sunshower Lane, North of Lake Ella Road, West of Rolling Acres Road, East of Cherry Lake Road, owned by SK Hammock Oaks, LLC, within the Town Limits of the Town of Lady Lake, Florida. (Thad Carroll)

AGENDA ITEM ID

20241014

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTIONS

Staff recommends approval of Reserves at Hammock Oaks Subdivision Phase 1B Final Plat Plan.

Reserves at Hammock Oaks Subdivision consists of nine phases. Phase 1B consists of 80 market rate townhome lots on 10.656 acres.

The Final Plat Plan was reviewed to determine compliance with the Land Development Regulations (LDRs) and Florida Statutes Chapter 177. The following items are included in the packet:

- Review of the final plat completed by Town Attorney on September 20, 2024.
- Final Plat Review completed by Town Surveyor dated October 2, 2024.
- Joinder and Consent to Dedication.
- Title Examination dated July 8, 2024.
- Final Subdivision Plat Plans submitted on September 10, 2024.

BACKGROUND

The Town Commission approved Ordinance 2022-13 on November 21, 2022, establishing the zoning for the 421-acre parcel as Planned Unit Development (PUD). The Town Commission subsequently approved Ordinance 2024-08 on May 6, 2024, amending the previously established boundary of the Memorandum of Agreement.

The Town Commission approved the original preliminary plat on Monday, August 7, 2023. The revised preliminary plat for Reserves at Hammock Oaks on Monday, June 17, 2024. The

Development Order for Phase 1B was subsequently issued on Thursday, October 5, 2023.

The Sewer & Water Agreement will need to be executed between Town of Lady Lake and the Property Owner/Developer to allocate adequate capacity for the lots within the Reserves at Hammock Oaks Subdivision.

COMMENTS

Satisfied/Revised Items:

- Applicant has addressed all outstanding Town Attorney comments.
- Applicant has addressed all outstanding surveyor comments.

PAST ACTIONS

The Technical Review Committee (TRC) members individually reviewed the application finding the application complete ready to move forward to the Planning & Zoning Board.

At the October 14, 2024 meeting, the Planning and Zoning Board voted 5-0 to forward The Reserves at Hammock Oaks Subdivision Phase 1B Final Plat Plan to the Town Commission with the recommendation of approval.



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Consideration of Road Transfer Agreement of a Portion of Teague Trail with Lake County.
(C.T. Eagle)

AGENDA ITEM ID

20241104

DEPARTMENT

Public Works

SUMMARY

STAFF RECOMMENDED MOTIONS

Approve the Road Transfer Agreement of Teague Trail with Lake County.

The proposed road transfer agreement with Lake County is for a portion of Teague Trail also known as Old CR25, lies between the newly constructed cul-de-sac abutting US 27/441 on the north end and the traffic signal with US 27/441 on the south end. The Benchmark Group is proposing to realign the dead-end portion of Teague Trail as a part to their new development of what is known as the Mayfield Property just south of Town Hall. Staff supports this proposal as the best use of this dead-end roadway. The Benchmark Group is also proposing to enter into a maintenance agreement with the Town to maintain the roadway, at their expense, if the transfer is approved. The development conceptual plan is included with this item for reference.

FISCAL IMPACT

None at this time.



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Consideration of the Lady Lake Strategic Plan for 2024-2027. (Bill Lawrence)

AGENDA ITEM ID

20241104

DEPARTMENT

Town Manager

SUMMARY

STAFF RECOMMENDED MOTION

Approve the 2024-2027 Strategic Plan for the Town of Lady Lake

This is the town's first strategic plan that was crafted with valuable input from staff and department managers. Their collaborative spirit and commitment to teamwork were instrumental in shaping the plan.

FISCAL IMPACT

None for adopting the plan



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Ordinance 2024-22 - Second and Final Reading - Dissolution of the Disciplinary Arbitration Panel. (Nancy Wilson)

AGENDA ITEM ID

20241104

DEPARTMENT

Town Clerk

SUMMARY

At the October 7, 2024 Town Commission meeting, after a discussion regarding the future of the Disciplinary Arbitration Panel (DAP), the commission instructed staff to draft an ordinance to dissolve the DAP. They came to this decision because in the Police Benevolent Association's (PBA) new contract (effective 10/1/2024), they will be using a different arbitration service to decide cases because they felt the Panel appointed by the town (though approved by the PBA), was biased.

At the October 21, 2024 meeting, the Town Commission unanimously approved the first reading of Ordinance 2024-22.

ORDINANCE 2024-22

TOWN OF LADY LAKE, FLORIDA

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LADY LAKE, FLORIDA; REPEALING ORDINANCE 2018-46; PROVIDING FOR THE DISSOLUTION OF THE DISCIPLINARY ARBITRATION PANEL; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on November 19, 2018, the Town Commission of the Town of Lady Lake, Florida, adopted Ordinance 2018-46, providing for the creation of a Disciplinary Arbitration Panel to decide an aggrieved party's request to hear disciplinary matters and to review all other disciplinary matters as agreed to by the Police Benevolent Association and the Town of Lady Lake; and

WHEREAS, effective October 1, 2024, the Police Benevolent Association modified the grievance procedure in their new agreement so future grievances leading to arbitration will be handled by the Federal Mediation and Conciliation Service and not the Town of Lady Lake's Disciplinary Arbitration Panel; and

WHEREAS, on October 7, 2024, the Town Commission voted unanimously to dissolve the Disciplinary Arbitration Panel and to delete Ordinance 2024-46 in its entirety providing for the number of members, terms of office and establishing duties for the Board; and

NOW THEREFORE, be it ordained by the Town Commission of the Town of Lady Lake, Florida:

Section 1. Repeal of Ordinance 2018-46

Chapter 2, Article III, Division 8. (Sec. 2-105.12 through Sec. 2-105.14) of the Code of Ordinances of the Town of Lady Lake, Florida is hereby repealed in its entirety resulting in the dissolution of the Disciplinary Arbitration Panel and the members of said board are relieved of the duties and responsibilities set forth therein.

Section 2. Severability.

If any section, sentence, clause, phrase or word of this Ordinance is for any reason held, or declared to be unconstitutional, inoperative or void, such holding or invalidity shall not affect the remaining portions of this ordinance; and it shall be construed to have been the Town Commission's intent to pass this Ordinance without such unconstitutional, invalid or inoperative part therein; and the remainder of this Ordinance, after the exclusion of such part or parts, shall be deemed and held to be valid, as if such parts had not been included herein; or if this Ordinance or any provisions thereof shall be held inapplicable to any person, groups

of persons, property, kind of property, circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other person, property or circumstances.

Section 3. Conflicts.

All ordinances or part of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

Section 4. Codification.

The provisions of this Ordinance shall be codified and become part of the Code of Ordinances, Town of Lady Lake. The sections of this Ordinance may be re-numbered or re-lettered to accomplish such intention and the word "Ordinance", or similar words, may be changed to "Section", "Article", or other appropriate word.

Section 5. Effective Date.

This ordinance shall become effective immediately upon adoption by the Town Commission of the Town of Lady Lake.

PASSED AND ORDAINED by the Town Commission of the Town of Lady Lake,
Florida, this ____ day of _____ 2024.

Town of Lady Lake, Florida

Ed Freeman, Mayor

Attest:

Nancy Wilson, Town Clerk

Approved as to form:

Derek Schroth, Town Attorney



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Ordinance 2024-24 - Second and Final Reading - Repealing and Replacing Chapter 4 of the Code of Ordinances regarding Animal Services. (Derek Schroth)

AGENDA ITEM ID

20241021

DEPARTMENT

Town Attorney

SUMMARY

On September 16, 2024, an agreement was signed by Lake County, the Lake County Sheriff's office and the Town of Lady Lake for animal services to be provided to our town. The town had determined that the regulation of animal services within the boundaries of the town would be more efficient and cost-effective if done through the county and the sheriff's office. The agreement established the responsibilities of animal service functions.

Once the agreement was in place, an ordinance was prepared to repeal and replace Chapter 4, "Animals", from the Code of Ordinances in its entirety.

DRAFT ORDINANCE 2024-24

TOWN OF LADY LAKE, FLORIDA

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LADY LAKE, FLORIDA; REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4, ANIMALS, OF THE TOWN'S CODE OF ORDINANCES; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING PROVISIONS; SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, the Town of Lady Lake's regulation of animals is codified within Chapter 4 of the Town of Lady Lake Code of Ordinances; and

WHEREAS, on September 24, 2024, the Town of Lady Lake's Interlocal Agreement with Lake County and the Sheriff of Lake County for animal control and animal enforcement services within the jurisdictional boundaries of the Town of Lady Lake became effective; and

WHEREAS, the Town has determined it is in the Town's best interests and promotes the health, safety and welfare of its citizens and visitors to repeal and replace Chapter 4, Animals, of the Town of Lady Lake Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF LADY LAKE, FLORIDA, AS FOLLOWS:

SECTION 1. REPEALING AND REPLACING CHAPTER 4, ANIMALS, OF THE TOWN OF LADY LAKE CODE OF ORDINANCES IN ITS ENTIRETY.

The Town of Lady Lake Code Ordinances, Chapter 4, Animals, is hereby repealed in its entirety and is replaced follows:

1. Lake County Code Governs. Lake County Ordinance 2024-34 was approved by the Lake County Commission on September 24, 2024, and applies and governs animal control and animal enforcement in the Town of Lady Lake. Lake County and the Lake County Sheriff's Office is authorized to provide animal control services and enforce all the animal control provisions of the Lake County Code, including Lake County Ordinance 2024-34 and any amendments thereto, in the incorporated limits of the Town of Lady Lake.
2. Livestock and Fowl Prohibited. It is unlawful to keep, harbor, or maintain within the town limits any sheep, cattle, hogs, goats, geese, turkeys, chickens or other livestock or fowl, except where permitted by the zoning classification of the property.
3. Animal Defecation. No animal owner or person having charge, care, custody or control of any animal shall permit, either willfully or through failure to exercise

due care and control, any animal to defecate on any private or public property, other than that of the owner, without express consent. Any animal owner or person having charge, care, custody or control of any animal shall upon any defecation in violation hereof promptly remove and dispose of all feces left by the animal on any private or public property, other than that of the owner, unless the owner has the express consent of the property owner to do otherwise.

SECTION 2. CODIFICATION AND SCRIVENER'S ERRORS.

1. The revisions to Town of Lady Lake Code of Ordinances, Chapter 4, Animals, as set forth in Section 1 above shall be codified in the Town of Lady Lake Code of Ordinances.
2. The sections, divisions and provisions of this Ordinance may be renumbered or re-lettered as deemed appropriate by the codifier of the Town of Lady Lake Code of Ordinances.
3. Typographical errors and other matters of a similar nature that do not affect the intent or substance of this Ordinance, as determined by the Town Clerk and Town Attorney, may be corrected with the endorsement of the Town Manager, or designee, without the need for a public hearing.

SECTION 3. CONFLICTS. All ordinances or part of ordinances of conflict with this Ordinance are hereby repealed; provided, however, that any code or ordinance that provides for an alternative process to effectuate the general purposes of this Ordinance shall not be deemed a conflicting code or ordinance.

SECTION 4. SEVERABILITY. If any section, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Ordinance not otherwise determined to be invalid, unlawful, or unconstitutional.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective upon approval after the second and final hearing.

PASSED AND ORDAINED this _____ day of _____, 2024, in the regular session of the Town Commission of the Town of Lady Lake, Lake County, Florida, upon the second/final reading.

TOWN OF LADY LAKE, FLORIDA

Ed Freeman, Mayor

ATTEST:

Nancy Wilson, Town Clerk

APPROVED AS TO FORM:

Derek Schroth, Town Attorney



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Ordinance 2024-20 – First Reading - An Ordinance of the Town of Lady Lake, Florida; Amending the Hammock Oaks Community Development District (CDD) pursuant to Florida Statutes 190.046 and 190.005, encompassing portions of land in Sections 19 and 30, Township 18 South, Range 24 East, Lake County, Florida; Incorporating an additional 118.15 acres, totaling an amended CDD boundary of 767.805 acres; Providing for repeal of ordinances in conflict herewith; Providing for severability; Providing for an effective date. (Thad Carroll)

AGENDA ITEM ID

20241104

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTION

Staff recommends approval of Ordinance 2024-20, First Reading - Amending the Hammock Oaks Community Development District (CDD).

On Monday, April 4, 2022, the Town of Lady Lake adopted Ordinance 2021-30, establishing the Hammock Oaks Community Development District (CDD), consisting of 378.076 acres, pursuant to Florida Statute 190.005. On Monday, May 1, 2023, the Town Commission approved Ordinance 2023-03, thus approving the incorporation of 271.847 acres into the district. The additional acreage added at the time effectively added the Reserves at Hammock Oak into the original Hammock Oaks CDD. The CDD at present is approximately 649.655 acres; the commercial properties along Highway 466 and the multi-family component of the development are not included.

Since the approval of Ordinance 2023-03, Kolter Land Partners has added additional acreage, including what is now Highlands at Hammock Oaks, located east of Rolling Acres Road, and an additional 24.02 acres connecting the Reserve at Hammock Oaks to Lake Ella Road. On April 4, 2024, Jere Earlywine of Kutak Rock LLP, submitted a petition to include the additional 118.15 acres, bringing the proposed total land area of the CDD to 767.805 acres and the number of residential dwelling units to 2,612.

As stated in the regulatory costs statement, "a community development district ("CDD") is established under the Uniform Community Development District Act of 1980, Chapter 190 of the Florida Statutes, as amended (the "Act"). A CDD is a local unit of special-purpose government that is limited to the performance of those specialized functions authorized by the Act. Those specialized functions consist of planning, financing, constructing and

maintaining certain public infrastructure improvements and community development services. As an independent special district, the CDD's governing body establishes its own budget and, within the scope of its authorized powers, operates independently of the local general-purpose governmental entity (i.e., the town) whose boundaries include the CDD. However, a CDD cannot regulate land use or issue development orders; those powers reside with the local general-purpose government.”

The petitioner for the proposed CDD has obtained written consent to amend the District from all owners of the real property located within the proposed District in accordance with Section 190.005 of the Florida Statutes.

PAST ACTIONS

On Monday, April 4, 2022, the Town of Lady Lake adopted Ordinance 2021-30, establishing the Hammock Oaks Community Development District (CDD) of 378.076 acres.

Monday, May 1, 2023, the Town of Lady Lake adopted Ordinance 2023-03, establishing the amended Hammock Oaks Community Development District (CDD) of 649.655 acres.

The Planning and Zoning Board does not make recommendations regarding the establishment or boundary amendments to Community Development Districts.

PUBLIC HEARINGS

The Town Commission will consider Ordinance 2024-20 for Second and Final Reading on Monday, November 18, at 6:00 p.m.

FISCAL IMPACT

Not applicable.

SOURCE OF FUNDING

Not applicable.

FUNDING ACCOUNT

Not applicable.

1 **DRAFT ORDINANCE 2024-20**
2 **TOWN OF LADY LAKE, FLORIDA**

3 **AN ORDINANCE OF THE TOWN OF LADY LAKE, FLORIDA, AMENDING THE**
4 **HAMMOCK OAKS COMMUNITY DEVELOPMENT DISTRICT (CDD) PURSUANT TO**
5 **FLORIDA STATUTES 190.046 AND 190.005, ENCOMPASSING PORTIONS OF**
6 **LAND IN SECTIONS 19 AND 30, TOWNSHIP 18 SOUTH, RANGE 24 EAST, LAKE**
7 **COUNTY, FLORIDA; INCORPORATING AN ADDITIONAL 118.15 ACRES, TOTALING**
8 **AN AMENDED CDD BOUNDARY OF 767.805 ACRES; PROVIDING FOR REPEAL OF**
9 **ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY;**
10 **PROVIDING FOR AN EFFECTIVE DATE.**

11 **WHEREAS**, the Florida Legislature has passed the Uniform Community Development District
12 Act of 1980 (otherwise known as Chapter 190, Florida Statutes) to provide an alternative
13 method to finance and manage basic services for community development; and

14 **WHEREAS**, the Hammock Oaks Community Development District, has petitioned the Town
15 Commission of the Town of Lady Lake, Florida, to amend the boundary of the Hammock Oaks
16 Community Development District; and

17 **WHEREAS**, the Town Commission of the Town of Lady Lake, Florida, adopted Ordinance 2021-
18 30 on April 4, 2022, granting the establishment of the District, and adopted Ordinance No. 2023-
19 03 on May 1, 2023, amending the boundaries of the District; and

20 **WHEREAS**, a public hearing has been conducted by the Town Commission pursuant to the
21 requirements and procedures of Chapter 190, Florida Statutes; and

22 **WHEREAS**, the Town Commission has considered the record of the public hearing and has
23 decided that the boundary amendment of the Hammock Oaks Community Development
24 District is the best alternative means to provide certain basic services to the additional
25 properties of the community; and

26 **WHEREAS** the proposed boundary amendment of the District will prevent the general body of
27 taxpayers in the Town of Lady Lake from bearing the burden for installation of the
28 infrastructure and the maintenance of certain facilities within the development; and

29 **WHEREAS**, the Town Commission finds that the boundary amendment of the Hammock Oaks
30 Community Development District is in the best interests of all of the citizens of the Town of
31 Lady Lake, Florida.

1 **THEREFORE, BE IT ORDAINED**, and enacted by the Town Commission of the Town of Lady
2 Lake, in Lake County, Florida:

3 **Section 1:** That the foregoing Preamble is hereby ratified and confirmed as true and correct by
4 the Town Commission of the Town of Lady Lake.

5 **Section 2:** That the petition to amend the boundaries of Hammock Oaks Community
6 Development District is hereby granted.

7 **Section 3:** That the external boundaries of the District, as amended, and the real property
8 within the external boundaries of the District, as amended, are described on **Exhibit A** attached
9 hereto. The general location map depicting the Expansion Parcels is identified in **Exhibit B**
10 attached hereto.

11 **SECTION 4:** The District may exercise the general powers provided in Section 190.011, Florida
12 Statutes. The District may also exercise the special powers set forth in Sections 190.012(1), (3)
13 and (4) as well as the special powers for parks and recreation services and facilities and security
14 services and facilities, pursuant to Sections 190.012(2)(a) and 190.012(2)(d), Florida Statutes.

15 **SECTION 5:** That all ordinances or parts of ordinances in conflict herewith are, to the extent of
16 such conflict, hereby repealed.

17 **SECTION 6:** That if any section, sentence, clause, or phrase of this ordinance is held to be
18 invalid or unconstitutional by a court of competent jurisdiction, then said holding shall in no
19 way affect the validity of the remaining portions of this ordinance.

20 **SECTION 7:** That this ordinance shall become effective in accordance with law.

21 **SECTION 8:** The administrative correction of typographical and/or scrivener's errors in this
22 Ordinance which do not affect the intent may be authorized by the Town Manager or designee,
23 without need of public hearing.

PASSED AND ORDAINED by the Town Commission of the Town of Lady Lake, Florida,
this ____ day of _____, 2024.

TOWN OF LADY LAKE

Ed Freeman, Mayor

Attest:

Nancy Wilson, Town Clerk

Approved as to form:

Derek Schroth, Town Attorney



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Ordinance 2024-23 - First Reading - An Ordinance of The Town of Lady Lake, Lake County, Florida; Providing for a Text Amendment to the Town of Lady Lake Land Development Regulations (Ordinance No. 94-08) Chapter 3, "Developmental Procedures and Regulations"; Providing for amendment to add Section 3-2. A, titled "Annexation". (Thad Carroll)

AGENDA ITEM ID

2024-23

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTIONS

Staff recommends forwarding Ordinance 2024-23 to the Town Commission with the Recommendation of Approval.

On August 15, 1994, the Town Commission adopted the Land Development Code of the Town of Lady Lake, Florida under Ordinance 94-08 in accordance with the Town of Lady Lake Comprehensive Plan and the requirements of Chapter 163, Part II, Florida Statutes. At that time, procedures were codified in Chapter 3 regarding how Comprehensive Plan Amendments and Rezoning applications would be processed. Codified within those processes was language that stated that applications shall not again be accepted by the Town for the same property which were withdrawn by the applicant after notice of the planning and zoning hearing was given, or which were denied by the Town Commission at the final hearing, until twelve months have passed from the date said application was withdrawn or denied; also known as a bar to re-file.

Absent from Chapter 3 at the time of the adoption of Ordinance 94-08 which established the Land Development Code, were procedures regarding how the Town of Lady Lake would process applications for annexation into the Town of Lady Lake. The Florida State Statutes, under Chapter 171, outlines annexation requirements and annexation procedures in general. However, any additional criteria that a county or local government would like to impose regarding the annexation process needs to be adopted and codified by the local governing body.

Although the Land Development Regulations, Chapter 3 "Developmental Procedures and Regulations" have been implemented since 1994 without language regarding annexation

procedures, deferring only to those procedures as defined by state statute, staff would like to amend Chapter 3 at this time for purposes of consistency with the other application procedures, including the establishment of the following policies. The Prohibition of multiple applications in one, twelve-month period; The twelve-month bar to re-file for applications which were withdrawn by the applicant after notice of the planning and zoning hearing was given or which were denied by the Town Commission at the final hearing; and the policy to request a Waiver of the twelve-month bar to re-file and of prohibition on multiple amendments.

In addition to those policies, staff has included language in the amendment that states that applications for annexation shall be accompanied by concurrent Comprehensive Plan Amendment and Rezoning applications for the subject property or properties.

By codifying the language as proposed, the Planning and Zoning Board, the Town Commission, and the public can be assured that the annexation, comprehensive plan, and rezoning applications, and the associated impacts, will be considered concurrently in the public forum; further, should any of the applications be denied, also assured that a twelve-month bar to re-file will be imposed for any of the three application types.

FISCAL IMPACT

None

FUNDING ACCOUNT

None

PAST ACTIONS

The Technical Review Committee reviewed Ordinance 2024-23 and found it was ready for consideration by the Planning and Zoning (P&Z) Board.

At the October 14, 2024 meeting, the Planning and Zoning Board voted 5-0 to forward Ordinance 2024-23 to the Town Commission with the recommendation of approval.

1 **DRAFT ORDINANCE 2024-23**
2 **TOWN OF LADY LAKE, FLORIDA**

3 **AN ORDINANCE OF THE TOWN OF LADY LAKE, LAKE COUNTY, FLORIDA; PROVIDING**
4 **FOR A TEXT AMENDMENT TO THE TOWN OF LADY LAKE LAND DEVELOPMENT**
5 **REGULATIONS (ORDINANCE NO. 94-08) CHAPTER 3, “DEVELOPMENTAL PROCEDURES**
6 **AND REGULATIONS”; PROVIDING FOR AMENDMENT TO ADD SECTION 3-2. A, TITLED**
7 **“ANNEXATION”; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND**
8 **PROVIDING AN EFFECTIVE DATE.**

9 **WHEREAS**, on December 2, 1991, the Town of Lady Lake adopted a Comprehensive
10 Plan (Ordinance No. 91-21) pursuant to the requirements of Chapter 163, Part II,
11 Florida Statutes and Chapter 9J-5, Florida Administrative Code; and

12 **WHEREAS**, on January 23, 1992, the Florida Department of Community Affairs
13 determined that the Town of Lady Lake Comprehensive Plan complied with the
14 requirements of Chapter 163, Part II, Florida Statutes and Chapter 9J-5, Florida
15 Administrative Code; and

16 **WHEREAS**, on August 15, 1994, the Town of Lady Lake adopted the Land
17 Development Code of the Town of Lady Lake, Florida in accordance with the Town of
18 Lady Lake Comprehensive Plan and the requirements of Chapter 163, Part II, Florida
19 Statutes; and

20 **WHEREAS**, the Town of Lady Lake has elected to amend Chapter 3, “Developmental
21 Procedures and Regulations”, of the Land Development Regulations, finding it is in the
22 best interests of the Town of Lady Lake and promotes the general welfare of its
23 citizens.

24 **BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF LADY LAKE,**
25 **FLORIDA:**

26 **SECTION 1 Amendment.**

27 “The Land Development Code of the Town of Lady Lake, Florida,” dated August 15,
28 1994 (the “Land Development Code”) is hereby amended as provided below:

29 Chapter 3, “Developmental Procedures and Regulations”, of the Land Development
30 Regulations; is amended, adding Section 3-2. A, titled “Annexation” as set forth in
31 Exhibit “A”, attached hereto and incorporated herein.

SECTION 2 Severability.

If any section, sentence, clause, phrase or word of this Ordinance is for any reason held, or declared to be unconstitutional, inoperative or void, such holding or invalidity shall not affect the remaining portions of this ordinance; and it shall be construed to have been the Town Commission's intent to pass this Ordinance without such unconstitutional, invalid or inoperative part therein; and the remainder of this Ordinance, after the exclusion of such part or parts, shall be deemed and held to be valid, as if such parts had not been included herein; or if this Ordinance or any provisions thereof shall be held inapplicable to any person, groups of persons, property, kind of property, circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other person, property or circumstances.

SECTION 3 Codification.

The provisions of this Ordinance shall be codified as and become part of the Codes of Ordinances, Town of Lady Lake. The sections of this Ordinance may be re-numbered or re-lettered to accomplish such intention and the word "Ordinance", or similar words, may be changed to "Section", "Article", or other appropriate word.

SECTION 4 Effective Date.

This ordinance shall become effective upon adoption.

PASSED AND ORDAINED this 18th day of **November 2024** in the regular session of the Town Commission of the Town of Lady Lake, Lake County, Florida, upon the Second and Final Reading.

Town of Lady Lake, Florida

Ed Freeman, Mayor

Attest:

Nancy Wilson, Town Clerk

Approved as to form:

Derek Schroth, Town Attorney

EXHIBIT "A"

Sec. 3-2. A. Annexation.

a) Applications. Application for voluntary annexation per the requirements of F.S. § 171.044, or as amended, may be initiated by any person, board or agency. The requirements of this section are in addition to the requirements of applicable state law.

1) Applications shall be made on the appropriate forms provided by the Town and shall be accompanied by the appropriate review fee.

2) Applications for annexation shall include a legal description of the property and sketch or survey of the property.

3) Applications for annexation shall be accompanied by concurrent Comprehensive Plan Amendment and Rezoning applications for the subject property or properties.

4) Subject to the additional requirements set forth herein, applications for annexation may be made at any time. The Town Commission shall consider the request at the first available meeting in compliance with F.S. §§ 171.044, or as amended, and shall make the final decision for processing of the proposed annexation.

b) Notification of public hearing. Notice of the annexation must be published at least once each week for 2 consecutive weeks prior to the First Reading. At least fourteen (14) days prior to the Planning and Zoning Board hearing, notice shall also be posted on the subject property of the annexation. This is superseded by the requirements of F.S. § 171.044, or as amended, when applicable. Not fewer than 10 days prior to publishing the advertisement for the annexation, the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located.

c) Procedure for public hearing. The following procedures are in addition to, or where in conflict superseded by, those required by state law.

1) Planning and zoning board action. The Planning and Zoning Board shall consider and make recommendations to the Town Commission on every proposed annexation application.

2) Town commission. The Town Commission shall consider recommendations of the Planning and Zoning Board before taking action on the proposed annexation. However, if the Planning and Zoning Board fails to make a

1 recommendation within thirty (30) days of the amendment's first consideration
2 by that body, then the Town Commission may take action based upon an
3 assumed recommendation of approval from the board.

4 d) Criteria for review of annexation. When considering an annexation, the Planning
5 and Zoning Board, and the Town Commission shall consider its consistency with F.S. §
6 171.044 (1) and the Interlocal Service Boundary Agreement (ISBA) adopted under
7 Ordinance 2013-40.

8 e) Withdrawal and denial of applications; twelve (12) month bar to re-file. Any
9 application for any action provided by this section may be withdrawn by the applicant.
10 However, if notice of the Planning and Zoning hearing as set forth in subsection b),
11 above, has already been given, the application must be withdrawn at a public hearing
12 of either the Planning and Zoning Board or the Town Commission. Applications which
13 were withdrawn by the applicant after notice of the planning and zoning hearing was
14 given or which were denied by the Town Commission at the final hearing, shall not
15 again be accepted by the Town until twelve (12) months have passed from the date
16 said application was withdrawn or denied. For the purposes of this section, any
17 application for an annexation concerning the same property (in whole or in part)
18 which was the subject of the prior application, which was withdrawn or denied, shall
19 not be accepted until twelve (12) months have passed from the date said application
20 concerning said property (in whole or in part) was withdrawn or denied. Fees paid
21 shall not be refundable if any expense has been incurred by the Town of Lady Lake for
22 public notice.

23 f) Waiver of twelve (12) month bar to re-file and of prohibition on multiple
24 amendments. The Town Commission may waive the twelve (12) month prohibition for
25 multiple applications set forth in above subsection e), above or the twelve (12) month
26 bar set forth in subsection f), above should it determine, by a majority vote, that a
27 waiver is necessary to prevent injustice or to promote the health, safety, and general
28 welfare of the Town of Lady Lake.

Sec. 3-3. Rezoning.

- a) *Applications.* Application to rezone land under the Code may be initiated by the landowner(s), Town, Planning and Zoning Board or Town Commission. The requirements of this section are in addition to the requirements of applicable state law.
- 1) Applications shall be made on the appropriate forms provided by the Town and shall be accompanied by the appropriate review fee.
 - 2) Applications shall include a legal description of the property, sketch or survey of the property, proof of ownership, and authorization from the owner if represented by an agent or contract purchaser. If the rezoning is to Manufactured Homes High Density (MH-9), a Master Park Plan shall be submitted.
 - 3) Applications for rezoning shall be submitted no later than fourteen (14) days in advance of the regularly scheduled TRC meeting in order to be considered at that meeting.
- b) *Notification of public hearing.* These requirements are superseded by the requirements of F.S. § 166.041(2), or as amended, when applicable.
- 1) *Adjoining owners.* The Town shall send notice per, F.S. § 166.041, or as amended, of the proposed action to the owners of all adjoining properties to the subject property, as well as to any owners of the subject property not party to the application, at least two (2) weeks prior to the Planning and Zoning Board hearing. Such notice shall include the date, time and place of the public hearing before the Planning and Zoning Board and the Town Commission, along with a clear and concise description of the proposed action. For the purposes of such notification, a property shall not be considered an adjoining property if it is separated from the subject property by a road, canal, easement, right-of-way or similar barrier greater than one hundred fifty (150) feet in width.
 - 2) *Posting of property.* At least seven (7) days prior to the Planning and Zoning Board hearing, the applicant shall post the property that is the subject of the proposed action with signs notifying the public of the proposed action, date of public hearings, and who to contact for further information. Signs shall be placed, at a minimum, along all public road frontages, with a minimum of one (1) sign per five hundred (500) feet along any one (1) frontage.
 - 3) *Public advertisement.* Notice of public hearing shall be published in a newspaper of general circulation within the Town at least ten (10) days prior to the final Town Commission meeting. Notice shall also be posted in a conspicuous location at the Town Hall, and may be posted at other public locations at the discretion of the Town.
- c) *Procedure for public hearing.* The following procedures are in addition to, or where in conflict superseded by, those required by state law.
- 1) *TRC review.* The TRC will review the submittal and make recommendations to the Planning and Zoning Board.
 - 2) *Planning and Zoning Board action.* The Planning and Zoning Board shall consider every rezoning at a public hearing and make recommendations to the Town Commission.
 - 3) *Town Commission action.* The Town Commission shall consider recommendations of the Planning and Zoning Board before taking action. However, if the Planning and Zoning Board fails to make a recommendation within thirty (30) days of the rezoning's first consideration by that body, then the Town Commission may take action based upon an assumed recommendation of approval from the board.

-
- d) *Prohibition of multiple applications in one (1) twelve (12) month period.* If the Town Commission has approved at final hearing an application submitted under this section, then the Town shall not reconsider an application submitted under this section concerning the same property (in whole or in part) for a period of twelve (12) months from the date the application was approved.
- e) *Withdrawal and denial of applications; twelve (12) month bar to re- file.* Any application for any action provided by this section may be withdrawn by the applicant. However, if notice of the planning and zoning hearing as set forth in subsection b)2), above, has already been given, the application must be withdrawn at a public hearing of either the Planning and Zoning Board or the Town Commission. Applications which were withdrawn by the applicant after notice of the planning and zoning hearing was given or which were denied by the Town Commission at the final hearing, shall not again be accepted by the Town until twelve (12) months have passed from the date said application was withdrawn or denied. For the purposes of this section, any application for rezoning concerning the same property (in whole or in part) which was the subject of the prior application which was withdrawn or denied, shall not be accepted until twelve (12) months have passed from the date said application concerning said property (in whole or in part) was withdrawn or denied. Fees paid shall not be refundable if any expense has been incurred by the Town of Lady Lake for public notice.
- f) *Waiver of twelve (12) month bar to re-file and of prohibition on multiple amendments.* The Town Commission may waive the twelve (12) month prohibition for multiple applications set forth in above subsection d), above or the twelve (12) month bar set forth in subsection e), above should it determine, by a majority vote, that a waiver is necessary to prevent injustice or to promote the health, safety, and general welfare of the Town of Lady Lake.

(Ord. No. 2006-15, § 1(Exh. A), 4-20-2006)

Sec. 3-4. Comprehensive plan amendments.

- a) *Applications.* Application to amend the Comprehensive Plan per the requirements of F.S. § 163.3184, or as amended, which includes the Future Land Use Map (FLUM), may be initiated by any person, board or agency. The requirements of this section are in addition to the requirements of applicable state law.
 - 1) Applications shall be made on the appropriate forms provided by the Town and shall be accompanied by the appropriate review fee.
 - 2) Applications for FLUM amendments shall include a legal description of the property and sketch or survey of the property.
 - 3) Subject to the additional requirements set forth herein, applications for Comprehensive Plan amendments may be made at any time. The Town Commission shall consider the request at the first available meeting in compliance with F.S. §§ 163.3184 and 163.3187, or as amended, and shall make the final decision for processing of the amendment.
- b) *Notification of public hearing.* Notice of public hearing shall be published in a newspaper of general circulation within the Town at least seven (7) days prior to the first Town Commission meeting, with a second publication to be at least fourteen (14) days prior to the final Town Commission meeting. At least fourteen (14) days prior to the Planning and Zoning Board hearing, notice shall also be posted in a conspicuous location at the Town Hall, and may be posted at other public locations at the discretion of the Town. This is superseded by the requirements of F.S. § 163.3184, or as amended, for Future Land Use Map amendments, when applicable.
- c) *Procedure for public hearing.* The following procedures are in addition to, or where in conflict superseded by, those required by state law.
 - 1) *Planning and zoning board action.* The Planning and Zoning Board shall consider and make recommendations to the local planning agency and Town Commission on every proposed amendment to the Comprehensive Plan.
 - 2) *Town commission and local planning agency action.* The Town Commission and local planning agency shall consider recommendations of the Planning and Zoning Board before taking action on proposed amendments to the Comprehensive Plan. However, if the Planning and Zoning Board fails to make a recommendation within thirty (30) days of the amendment's first consideration by that body, then the Town Commission and local planning agency may take action based upon an assumed recommendation of approval from the board.
- d) *Criteria for review of amendments.* When considering an amendment to the Comprehensive Plan, the Planning and Zoning Board, local planning agency and the Town Commission shall consider its consistency with the remainder of the plan and its goals, objectives and policies.
- e) *Prohibition of multiple applications in one (1) twelve (12) month period.* If the Town Commission has approved at final hearing an application submitted under this section, then the Town shall not reconsider an application submitted under this section concerning the same property (in whole or in part) for a period of twelve (12) months from the date the application was approved.
- f) *Withdrawal and denial of applications; twelve (12) month bar to re-file.* Any application for any action provided by this section may be withdrawn by the applicant. However, if notice of the Planning and Zoning hearing as set forth in subsection b), above, has already been given, the application must be withdrawn at a public hearing of either the Planning and Zoning Board or the Town Commission. Applications which were withdrawn by the applicant after notice of the planning and zoning hearing was given or which were denied by the Town Commission at the final hearing, shall not again be accepted by the Town until twelve (12) months have passed from the date said application was withdrawn or denied. For the purposes of this

section, any application for a Comprehensive Plan change concerning the same property (in whole or in part) which was the subject of the prior application which was withdrawn or denied, shall not be accepted until twelve (12) months have passed from the date said application concerning said property (in whole or in part) was withdrawn or denied. Fees paid shall not be refundable if any expense has been incurred by the Town of Lady Lake for public notice.

- g) *Waiver of twelve (12) month bar to re-file and of prohibition on multiple amendments.* The Town Commission may waive the twelve (12) month prohibition for multiple applications set forth in above subsection e), above or the twelve (12) month bar set forth in subsection f), above should it determine, by a majority vote, that a waiver is necessary to prevent injustice or to promote the health, safety, and general welfare of the Town of Lady Lake.

(Ord. No. 2005-51, § 1(Exh. A), 11-17-2005; Ord. No. 2006-14, § 1(Exh. A), 4-20-2006; Ord. No. 2011-21, § 1(Exh. A), 10-3-2011)



TOWN COMMISSION MEETING AGENDA ITEM

TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Resolution 2024-112 - First and Final Reading - A Resolution of the Town of Lady Lake, Lake County Florida; Amending Resolution 94-110 by replacing fees for land use permits/approvals adopted by Resolution 2012-113; Providing for revised Land Use Application Fees; Establishing a schedule of application fees for Land Use Activities; Providing for repeal of inconsistent provisions; Providing for an effective date. (Thad Carroll)

AGENDA ITEM ID

20241104

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTION

Staff recommends approval of Resolution 2024-112.

The introduction of new state legislature and updates to third-party reviewer fees have prompted Town Staff to reevaluate the fees as currently outlined in land use fee schedule which was last amended in 2012 via Resolution 2012-113. Since that time, the price of goods and services, as well as staff salaries and consulting fees, have increased significantly over the last twelve years. To address this, a baseline adjustment of 25% has been applied, and each fee has been analyzed to reflect true costs, such as administrative, legal, and consultant fees.

As a result, it has been determined that many fees need to be updated or removed. The proposed changes aim to ensure a fair assessment of planning and zoning related applications and processes while recouping the administrative costs and financial resources incurred by the operations of the department. Proposed changes and explanations are included in the attached documents.

FISCAL IMPACT

None.

FUNDING ACCOUNT

None.

PAST ACTIONS

The Technical Review Committee reviewed Resolution 2024-112 and found it was ready for consideration by the Town Commission.



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Resolution 2024-113 - First and Final Reading - A resolution of the Town of Lady Lake, Lake County, Florida; Amending Resolution 2018-101 "Building Permit Fees and Related Fees" by replacing Exhibit "A"; Providing for revised building permit fees and related fees; Providing for repeal of inconsistent provisions; Providing for an effective date. (Thad Carroll)

AGENDA ITEM ID

20241104

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTION

Staff recommends approval of Resolution 2024-113.

The introduction of new state legislature and updates to third-party Building Official and Fire Official fees have prompted Town Staff to evaluate the fees as presently assessed in the current building fee schedule previously reviewed and amended in 2018 via Resolution 2018-101. It has been determined that many fees need to be updated, removed, or added. Changes to the fee schedule are being proposed at this time to fairly assess residential and commercial permit fee applications, and recoup administrative costs and financial resources incurred in the operations of the department. Proposed changes and explanations are included in the attached documents.

FISCAL IMPACT

None.

FUNDING ACCOUNT

None.

PAST ACTIONS

The Technical Review Committee reviewed Resolution 2024-113 and found it was ready for consideration by the Town Commission.

