



PLANNING & ZONING BOARD MEETING AGENDA TOWN OF LADY LAKE, FLORIDA

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

DATE AND TIME

Wednesday, November 13, 2024, 5:30 PM

PLACE

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

NEW BUSINESS

- A. Approval of Minutes — October 14, 2024
- B. Review of Meeting Protocol and the Sunshine Law. (Taylor Tremel)
- C. Ordinance 2024-26 - An Ordinance of the Town of Lady Lake, Lake County, Florida; Adopting Corrections, Updates, and Modifications to the Capital Improvements Schedule of the Town of Lady Lake Comprehensive Plan; Providing for Repeal of all Ordinances and Parts of Ordinances in Conflict Herewith; Providing for Severability; and Providing for an Effective Date. (Thad Carroll)

CHAIRPERSON AND MEMBERS' REPORTS

PUBLIC COMMENT

ADJOURN

Notes: (1) This board is advisory. All recommendations are forwarded to the Town Commission.
(2) If a person decides to appeal a decision made with respect to any matter considered at the above meeting or hearing, he or 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). (3) Please be advised that one or more members of any other Town Board or Committee may attend this meeting. (4) This public hearing is being conducted in a handicapped-accessible location. Any person requiring special accommodation at this meeting should contact the Clerk's office at least five calendar days prior to the meeting. To access a Telecommunication Device for Deaf Persons (TDD), please call 352-751-1565.

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

October 14, 2024

The Planning and Zoning Board meeting was held in the Town Hall Commission Chambers at 409 Fennell Blvd., Lady Lake, Florida. The meeting convened at 5:30 p.m.

CALL TO ORDER: Chairwoman Dorilyn Furch

PLEDGE OF ALLEGIANCE: Led by Chairwoman Furch

ROLL CALL:

Member	Present
Brinson	YES
Saunders	YES
Galloway	YES
Auger	YES
Furch	YES

STAFF PRESENT:

Thad Carroll, Growth Management Director; Rebecca Higgins, Senior Planner; Jackie Schilling, Administrative Assistant; Nancy Wilson, Town Clerk.

Attorney Taylor Tremel was also present.

NEW BUSINESS

A. Approval of Minutes

Planning and Zoning meeting minutes – September 9, 2024

Member Saunders made a motion to approve the September 9, 2024, Planning and Zoning Board meeting minutes as presented; Member Brinson seconded the motion. Motion carried 5-0.

B. Review of Commission Meeting Protocol and the Sunshine Law – the review was postponed to a later date.

C. Ordinance 2024-23 - 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)

Growth Management Director Carroll stated that Ordinance 2024-23 is an ordinance of the town that provides a text amendment to the Land Development Regulations in Section 3-2 A “Annexation.”

In 1994, procedures were codified regarding how Comprehensive Plan Amendments and Rezoning applications would be processed. Language stated that applications will not be accepted by the town for the same property which was withdrawn by the applicant after notice of the planning and zoning hearing was given or were denied by the Town Commission at the final hearing, until twelve months have passed from the date the application was withdrawn or denied. This is known as a bar to re-file.

Absent from Chapter 3 in 1994 were procedures regarding how the Town of Lady Lake would process applications for annexation into the Town of Lady Lake. Florida Statutes outline annexation requirements and procedures in general. 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. Staff would like to amend Chapter 3 for purposes of consistency with 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;
- The policy to request a waiver of the twelve-month bar to re-file and of a prohibition on multiple amendments.

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. If any of the applications are denied, they are also assured that a twelve-month bar to re-file will be imposed for any of the three application types.

Member Galloway made a motion to forward Ordinance 2024-23 to the Town Commission with the recommendation of approval; Member Saunders seconded the motion.

Member	Vote
Brinson	YES
Saunders	YES
Galloway	YES
Auger	YES
Furch	YES

Motion carried 5-0.

D. 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 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. (Becky Higgins)

Senior Planner Higgins stated that they will be discussing the Highlands at Hammock Oaks which is a subdivision that has come before the board several times. The applicant is Robert Walpole with CHW Professional Consultants. The owners are Lugano Development, Burgland Land Holdings and Devin & Angela Long.

The Future Land Use is Single Family - Medium Density allowing up to four dwelling units per acre, zoned PUD and is vacant property. They are proposing a total of 438 units in two phases: 198 single family residences, 100 villas and 140 townhomes on 92.12 acres. Phase 1 has a total of 254 lots, that are 40 or 50 feet wide. Phase 2 has 184 lots that are also 40 or 50 feet wide.

All the proper reviews and approvals were obtained. The Lake County School Board is working with the applicant on a draft mitigation proportionate share agreement.

Preliminary Plat Plan Approval does not permit the construction of any improvements.

A Water, Sewer, and Reuse Agreement will have to be created between the 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.

Member Brinson made a motion to forward Highlands at Hammock Oaks Subdivision Phases 1 & 2 – Preliminary Plat Plan to the Town Commission with the recommendation of approval; Member Saunders seconded the motion.

Member	Vote
Brinson	YES
Saunders	YES
Galloway	YES
Auger	YES
Furch	YES

Motion carried 5-0 for approval.

E. 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. (Becky Higgins)

Senior Planner Higgins stated that there are three phases for plat approval: preliminary plat, improvement plat which allows construction and the final plat which allows the developer to begin developing and selling lots.

The applicant for this development is Aaron Hickman from CWH, Inc. on behalf of SK Hammock Oaks, LLC. The Future Land Use is Single Family - Medium Density allowing up to four dwelling units per acre. The Reserves at Hammock Oaks is comprised of nine phases with Phase 1A consisting of 159 market rate single family lots on 68.491 acres. The property is currently under construction and is zoned PUD.

All the proper reviews and approvals were obtained.

Member Saunders made a motion to forward the Reserves at Hammock Oaks Subdivision Phase 1A, Final Plat Plan, to the Town Commission with the recommendation of approval; Member Brinson seconded the motion.

Member	Vote
Brinson	YES
Saunders	YES
Galloway	YES
Auger	YES
Furch	YES

Motion carried 5-0 for approval.

F. 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. (Becky Higgins)

Senior Planner Higgins stated that the applicant for this development is Aaron Hickman from CWH, Inc. on behalf of SK Hammock Oaks, LLC. Phase 1B consists of 80 market rate townhome lots on 10.656 acres.

All the proper reviews and approvals were obtained.

An update on Hammock Oaks progress shows there are improvement plats for 77.58% of the project and final plats for 42.91% of the project. For the Reserves at Hammock Oaks there are improvement plats for 40.95% and final plats for 25%. They are making progress.

Member Auger said his concern is that we live in an area that is populated by a lot of seniors. In Water Oak, there are senior couples that move in and when one of them dies, the other must live on a single social security check. He said he hopes and prays that increased development will not put a burden on those who cannot afford it.

Growth Management Director Carroll responded that impact fees are collected from developers to offset some of the burden on taxpayers. The millage rate was increased this year for the first time in six years, but we still have the second lowest millage rate in Lake County. The staff and commission will carefully monitor development.

Member Brinson made a motion to forward the Reserves at Hammock Oaks Subdivision Phase 1B, Final Plat Plan, to the Town Commission with the recommendation of approval; Member Saunders seconded the motion.

Member	Vote
Brinson	YES
Saunders	YES
Galloway	YES
Auger	YES
Furch	YES

Motion carried 5-0 for approval.

CHAIRPERSON AND MEMBERS REPORT

There were no comments.

PUBLIC COMMENT

There were no comments.

ADJOURN

The meeting was adjourned at 5:53 p.m.

Nancy Wilson, Town Clerk

Dorilyn Furch, Chairperson



PLANNING & ZONING BOARD MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Ordinance 2024-26 - An Ordinance of the Town of Lady Lake, Lake County, Florida; Adopting Corrections, Updates, and Modifications to the Capital Improvements Schedule of the Town of Lady Lake Comprehensive Plan; Providing for Repeal of all Ordinances and Parts of Ordinances in Conflict Herewith; Providing for Severability; and Providing for an Effective Date. (Thad Carroll)

AGENDA ITEM ID

20241031

DEPARTMENT

Growth Management

SUMMARY

STAFF RECOMMENDED MOTIONS

1. Motion to forward Ordinance 2024-26 to the Town Commission with the recommendation of approval.
2. Motion to forward Ordinance 2024-26 to the Town Commission with the recommendation of denial.

Staff recommends forwarding Ordinance 2024-26 to the Town Commission with the recommendation of approval.

SUMMARY

Ordinance 2024-26 provides the annual update of the Capital Improvements Schedule, which is part of the Town's Comprehensive Plan. The Capital Improvement Plan update process and the corresponding requirements are no longer required to be processed by a Comprehensive Plan Amendment but may be adopted by local Ordinance.

The Town must annually update the Five-Year Schedule of Capital Improvements pursuant to Florida Statutes. The purpose of the Capital Improvements Element and the Improvement Schedules is to identify the capital improvements that are needed to implement the Comprehensive Plan and ensure that adopted Level of Service (LOS) standards are achieved and maintained for concurrency related facilities.

These facilities include water supply, sewer, solid waste, drainage, parks and recreation,

public schools, transportation, and mass transit. While the Town does not have financial responsibility or accountability regarding some of these public facilities, there is still the requirement to incorporate the five-year capital improvement schedules from other entities.

Corrections, updates, and modifications concerning costs, revenues, or the dates of construction of any facility or project identified in the Comprehensive Plan or Capital Improvement Program are not considered amendments and may be accomplished by local ordinance.

This ordinance serves to update the Capital Improvements Schedule as required under F.S. 163.3177(3)(b). The attached "Exhibit A" reflects the proposed improvements for the Five - Year Planning Period 2025 to 2029. Also attached is Ordinance 2023-20 to document the prior 5-year Capital Improvement Schedule 2024 to 2028, which is being replaced by this ordinance.

FISCAL IMPACT

Reference ordinance exhibit tables.

FUNDING SOURCE

Reference ordinance exhibit tables.

FUNDING ACCOUNT

Reference ordinance exhibit tables

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PAST ACTIONS

The Technical Review Committee found that Ordinance 2024-26 was ready for transmittal to the Planning and Zoning Board.

PUBLIC HEARINGS

The first reading of Ordinance 2024-26 is scheduled to go before the Town Commission on Monday, December 2, 2024 at 6:00 p.m.

The second and final reading of Ordinance 2024-26 is scheduled to go before the Town Commission on Monday, December 16, 2024 at 6:00 p.m.

1 **DRAFT ORDINANCE 2024-26**
2 **TOWN OF LADY LAKE, FLORIDA**

3 **AN ORDINANCE OF THE TOWN OF LADY LAKE, LAKE COUNTY, FLORIDA, ADOPTING**
4 **CORRECTIONS, UPDATES AND MODIFICATIONS TO THE CAPITAL IMPROVEMENTS**
5 **SCHEDULE OF THE TOWN OF LADY LAKE COMPREHENSIVE PLAN; PROVIDING FOR**
6 **REPEAL OF ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH;**
7 **PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

8 **WHEREAS**, Section 163.3177(3)(b), Florida Statutes, requires the Town to update the Capital
9 Improvements Schedule of the Capital Improvements Element on an annual basis; and

10 **WHEREAS**, the Town of Lady Lake has conducted an annual review of the Capital
11 Improvements Schedule of the Capital Improvements Element and finds that the corrections,
12 updates, and modifications to the improvements schedule concerning costs, revenue
13 sources, and dates of construction of facilities are required to maintain consistency with the
14 Town's Fiscal Year 2025—2029 Capital Improvements Budget; and

15 **WHEREAS**, the subject corrections, updates, and modifications related to the Capital
16 Improvements Schedule annual update are accomplished by Ordinance and are not deemed
17 to be amendments to the Town's Comprehensive Plan.

18 **NOW, THEREFORE, BE IT ORDAINED** by the Town Commission of the Town of Lady Lake,
19 Lake County, Florida:

20 **SECTION 1. Modification**

21 The Capital Improvements Schedule of the Town of Lady Lake's Comprehensive Plan is
22 hereby corrected, updated, and modified to include the listed improvements and tables as
23 set forth in Exhibit "A" as filed with the Town Clerk and attached and made a part hereof by
24 this reference.

25 **SECTION 2. Conflict**

26 All ordinances made in conflict with the Ordinance are hereby repealed to the extent of such
27 conflict.

28 **SECTION 3. Severability**

29 If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or
30 application hereof, is for any reason held invalid or unconstitutional by a Court, such portion
31 or application shall be deemed a separate, distinct, and independent provision, and such

holding shall not affect the validity of the remaining portions or application hereof.

SECTION 4. Effective Date

This Ordinance shall become effective immediately upon adoption.

PASSED AND ORDAINED this 16th day of **December 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” — Proposed Capital Improvements

PEDESTRIAN MOBILITY IMPROVEMENTS:

Sidewalk Installations

WASTEWATER AND STORMWATER SYSTEM:

No Programmed Improvements

TOWN FACILITIES:

Construction for Library and Children’s Library Renovations

INFORMATION TECHNOLOGY:

Town Fiberoptic Wide Area Network Project

TRANSPORTATION SYSTEM:

Rolling Acres Road from CR 466 to Griffin Ave.

SR 500/441 — Upgrade and expansion to six lanes from Lake Ella Road to Avenida Central

Lake Ella Road — New Alignment from April Hills Blvd. to US 27/441

PUBLIC SCHOOL FACILITIES:

Villages Elementary School Addition (addition of 240 seats)— 2025 opening

PARKS AND RECREATION FACILITIES:

New Lady Lake Recreation Center

Installation of New Fence at Harry Sacks Field

Lighting Project at Rolling Acres Sports Complex

Guava Bathroom Sewer Line Connection