



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

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

DATE AND TIME

Monday, March 10, 2025, 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 - Planning & Zoning Meeting - Monday, February 10, 2025
- B. Ordinance 2025-02 — Small-Scale Future Land Use Comprehensive Plan Amendment — Anita F Valdez Family Trust — Change the Future Land Use Designation from Lady Lake Single Family Low Density (SF-LD) to Lady Lake Commercial Professional Services (PS) for one property being approximately 1.63 acres, owned by Anita F Valdez Family Trust, addressed as 229 West McClendon Street, within the Town Limits of the Town of Lady Lake, Florida. (Becky Higgins)
- C. Ordinance 2025-03— Rezoning — Anita F Valdez Family Trust — An Ordinance Changing the Zoning Designation for Certain Property Being Approximately 1.63 Acres owned by Anita F Valdez Family Trust, Addressed as 229 West McClendon Street and Referenced by Alternate Key 1280061, within the Town Limits of the Town of Lady Lake, Florida; Rezoning Subject Property from Single Family Low-Density Residential (RS-3) to Residential Professional (RP). (Becky Higgins)

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.

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

3 **February 10, 2025**

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

6 **CALL TO ORDER:** Chairwoman Dorilyn Furch

7 **PLEDGE OF ALLEGIANCE:** Led by Chairwoman Furch

8 **ROLL CALL:**

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

9 **STAFF PRESENT:**

10 Thad Carroll, Growth Management Director; Rebecca Higgins, Senior Planner; Jackie Schilling,
11 Administrative Assistant in the Clerk's Office; Nancy Wilson, Town Clerk.

12 Attorney Taylor Tremel was also present.

13 **NEW BUSINESS**

14 **A. Approval of Minutes**

15 Planning and Zoning meeting minutes – January 13, 2025

16 **Member Saunders made a motion to approve the January 13, 2025, Planning and Zoning Board**
17 **meeting minutes as presented; Member Brinson seconded the motion. Motion carried 5-0.**

18 **B. Resolution 2025-101 – Walmart Neighborhood Market – a Resolution granting a variance**
19 **from the provisions of the memorandum of agreement of ordinance 2022-15, which requires**
20 **all structures except walls or signage to be a minimum of 50 feet from the right of way of**
21 **Highway 466. The variance request is to allow a 14-foot by 47.66 foot portion of the**
22 **northwest corner of the fuel canopy within the 50-foot setback on property owned by VSI**
23 **Lady Lake, LLC, located south of Highway 466 and east of Cherry Lake Road, within the town**
24 **limits of Lady Lake, Florida.**

Senior Planner Higgins presented this item advising that the application was received on Tuesday, January 21, 2025. She stated that the applicant, Conrad Lambert, on behalf of VSI Lady Lake, LLC, is requesting that the northwest corner of the fuel canopy be allowed within the setbacks.

Ms. Higgins stated that the site plan application was submitted in November 2023. Because it is a county road, the application was reviewed by Lake County Public Works. The site plan indicates that the multimodal path intersects the new driveway into this complex. The county specifications are that the path must be parallel with the highway for a certain distance. Therefore, Lake County is requiring more right-of-way adjacent to Highway 466 for the multimodal path. She advised this variance will not affect the building location.

Ms. Higgins presented an aerial map of the proposed location. Notices to inform the surrounding seventeen surrounding property owners, thirteen in Lake County and four in Sumter County, The property was posted on Tuesday, January 28, 2025, with an additional sign posted on Cherry Lake Road on Wednesday, January 29, 2025, due to road construction. No correspondence for or against this application has been received. This resolution is scheduled to be heard by the town commission on the first and final reading on Wednesday, February 19, 2025, at 6:00 p.m.

Member Saunders asked what the county clearance requirements are.

Mr. Carroll replied the clearance for the fuel station from ground to canopy is more than 14 feet.

Chairperson Furch asked about the meaning of multimodal.

Ms. Higgins clarified that a multimodal path is a combined bike path and walking trail. It is a little wider than the standard walking path.

Member Galloway made a motion to forward Resolution 2025-101 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.

CHAIRPERSON AND MEMBERS REPORT

Chairperson Furch encouraged everyone to attend the Farmer's Market at Rolling Acres Sports

50 Complex on Rolling Acres Road, every Tuesday from 10a.m. – 2p.m.

51 **PUBLIC COMMENT**

52 There were no comments.

53 **ADJOURN**

54 The meeting was adjourned at 5:36 p.m.

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Nancy Wilson, Town Clerk

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Dorilyn Furch, Chairperson

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63 Minutes transcribed by Carol Osborne, Deputy Town Clerk



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

AGENDA ITEM TITLE

Ordinance 2025-02 — Small-Scale Future Land Use Comprehensive Plan Amendment — Anita F Valdez Family Trust — Change the Future Land Use Designation from Lady Lake Single Family Low Density (SF-LD) to Lady Lake Commercial Professional Services (PS) for one property being approximately 1.63 acres, owned by Anita F Valdez Family Trust, addressed as 229 West McClendon Street, within the Town Limits of the Town of Lady Lake, Florida. (Becky Higgins)

AGENDA ITEM ID

03102025

DEPARTMENT

Growth Management

SUMMARY

1. Motion to forward Ordinance 2025-02 to the Town Commission with the recommendation of approval.
2. Motion to forward Ordinance 2025-02 to the Town Commission with the recommendation of denial.

Growth Management staff are in support of Motion Number 1.

FLU AMENDMENT PLANNING ANALYSIS

Applicant: Michael Rankin, LPG Urban and Regional Planners, LLC
Property Owner: Anita F Valdez Family Trust
Address: 229 West McClendon Street
Parcel Number: 20-18-24-0001-000-0100

On Tuesday, February 18, 2025, an application was filed with the Town of Lady Lake by Michael Rankin of LPG Urban and Regional Planners, LLC, on behalf of property owner, Anita F Valdez Family Trust, for a small-scale future land use map amendment for property addressed as 229 West McClendon Street. This application involves approximately 1.63 acres of property. The applicant is seeking to change the future land use of the property from Lady Lake Single Family Low-Density (SF-LD) to Lady Lake Commercial Professional Services (PS). The owner wishes to convert the existing single-family home into an appointment-only day spa. Staff have determined that the application is complete and satisfies the requirements of the Land Development Regulations (LDR).

The subject property is located in Section 20, Township 18 South, Range 24 East, in Lake County, Florida. The appropriate legal description and a location map were included with the

submitted application.

FUTURE LAND USE

EXISTING FLU.

Lady Lake Single Family-Low Density (SF-LD) - Limited to detached single family dwelling units. Densities cannot exceed three units per acre.

PROPOSED FLU.

Lady Lake Commercial Professional Services – Limited to professional services where existing residential structures can be utilized for personal and professional services and not adversely affect adjacent property.

The applicant wishes to limit the maximum size of commercial buildings to 5,000 square feet through a policy specific land use amendment. Any proposed development in the future that would exceed 5,000 square feet will have to apply for another future land use amendment before undergoing site plan changes.

ADJACENT PROPERTY CHARACTERISTICS

Future Land Use Designations of Adjacent Properties

North Lady Lake Single Family Medium Density (SF-MD) and Lady Lake Mixed Residential Low-Density (MR-LD)
East Lady Lake Commercial - General Retail Sales and Services (RET)
South Lady Lake Single Family Medium Density (SF-MD) and Lady Lake Commercial - General Retail Sales and Services (RET)
West Lady Lake Single Family Medium Density (SF-MD)
Future Land Use Designations of Adjacent Properties

ADJACENT PROPERTIES

This property has residential homes abutting the north, west, and south property lines. To the east, the existing home was converted into an office for a counseling services.

IMPACT ON TOWN SERVICES

Potable Water: This proposal is not anticipated to generate more water usage than a single-family home.

Sewer: This proposal is not anticipated to have more demand on the Town's sewer system than a single-family home.

Schools: Commercial development will not have an impact on the school system.

Parks and Recreation: Commercial development will not have an impact on the level of service for parks and recreation.

Transportation: The project, as proposed, is anticipated to generate an additional 15 daily trips with three of those trips being during the PM peak hour.

The maximum allowed development of 5,000 square feet of office space will generate an additional 72 daily trips with 11 of those trips during the PM peak hour.

Stormwater: Project will be required to adhere to St. Johns River Water Management District (SJRWMD) guidelines, drainage, and engineering best management practices.

Flood: Portions of subject property lie within Flood Zone X per FEMA FIRM Map 12060C0170E effective December 18, 2012.

Staff mailed notices to inform the surrounding fifteen property owners within 150 feet of the

property proposed by the Small-Scale Future Land Use Comprehensive Plan Amendment request on Monday, February 24, 2025. The property was also posted on Monday, February 24, 2025.

FISCAL IMPACT

Not applicable.

SOURCE OF FUNDING

Not applicable.

FUNDING ACCOUNT

Not applicable.

PAST ACTIONS

The Technical Review Committee found that Ordinance 2025-02 was ready for consideration by the Planning and Zoning Board.

PUBLIC HEARINGS

The Local Planning Agency is scheduled to consider Ordinance 2025-02 on Monday, April 7, 2025, at 5:30 p.m.

The first reading of Ordinance 2025-02 before the Town Commission is scheduled for Monday, April 7, 2025, at 6 p.m. The second and final reading is scheduled for Monday, April 21, 2025, at 6 p.m.

1 **DRAFT ORDINANCE 2025-02**
2 **TOWN OF LADY LAKE, FLORIDA**

3 **AN ORDINANCE PERTAINING TO COMPREHENSIVE PLANNING IN THE TOWN OF LADY**
4 **LAKE, FLORIDA; AMENDING THE TOWN OF LADY LAKE ORDINANCE 81-1-(83), WHICH**
5 **ESTABLISHED THE TOWN OF LADY LAKE COMPREHENSIVE PLAN; PROVIDING FOR A**
6 **SMALL-SCALE FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY;**
7 **AND PROVIDING AN EFFECTIVE DATE.**

8 Be it ordained by the Town of Lady Lake, Town Commission:

9 **SECTION 1: Legislative Finding, Purpose, and Intent.**

10 On February 2, 1981, the Town Commission of the Town of Lady Lake adopted a
11 Comprehensive Plan pursuant to Florida Statue 163.3184, known as the “Local Government
12 Comprehensive Planning Act” (“Act”), which sets forth the procedures and requirements for a
13 local government in the State of Florida to adopt a Comprehensive Plan and amendments (to
14 a Comprehensive Plan).

15 The Town Commission adopted the Lady Lake Comprehensive Plan by Ordinance 81-1-(83),
16 and amended said Ordinance by Ordinance 91-21, approved December 2, 1991, and
17 Ordinance 94-16, approved on October 12, 1994.

18 The Town’s Local Planning Agency reviewed a proposed amendment to the Future Land Use
19 Map Series of the Town of Lady Lake Comprehensive Plan on April 7, 2025 and recommended
20 to the Town Commission that said amendment be adopted by the Town Commission.

21 The Town Commission has held public hearings on the proposed amendment to the Future
22 Land Use Map Series of the Comprehensive Plan and received comments from the general
23 public and the Local Planning Agency.

24 The Town of Lady Lake has complied with the requirements of the Act for amending the
25 Comprehensive Plan.

26 **SECTION 2: Authority.**

27 This ordinance is adopted in compliance with and pursuant to the Local Government
28 Comprehensive Planning and Land Development Regulation Act, Sections 163.3161 —
29 163.3243, Florida Statutes, as amended.

SECTION 3: Small Scale Amendment to the Future Land Use Element Map Series.

The Comprehensive Plan, as amended, is hereby further amended by amending the Future Land Use Element Map Series with the small-scale amendment as indicated below:

Applicant or Owner: Anita F Valdez Family Trust

General Location: 229 West McClendon Street — Property located on the north side of West McClendon Street, approximately 550 linear feet west of North Old Dixie Highway.

Property Size: 1.63 Acres

Future Land Use: Change from Lady Lake Single Family Low Density (SF-LD) to Lady Lake Professional Services (PS)

Graphic representation of this Small-Scale Future Land Use Element Map Amendment is shown in the attached “Exhibit A”.

SECTION 4: Severability.

The provisions of this Ordinance are declared to be separable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of this Ordinance, but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 5: Effective Date.

This ordinance shall become effective as provided in Chapter 163, Florida Statutes.

PASSED AND ORDAINED by the Town Commission of the Town of Lady Lake, Florida, this ____ day of _____ 2025.

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Town of Lady Lake, Florida

Ed Freeman, Mayor

Attest:

Nancy Wilson, Town Clerk

Approved as to form:

Derek Schroth, Town Attorney



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

AGENDA ITEM TITLE

Ordinance 2025-03— Rezoning — Anita F Valdez Family Trust — An Ordinance Changing the Zoning Designation for Certain Property Being Approximately 1.63 Acres owned by Anita F Valdez Family Trust, Addressed as 229 West McClendon Street and Referenced by Alternate Key 1280061, within the Town Limits of the Town of Lady Lake, Florida; Rezoning Subject Property from Single Family Low-Density Residential (RS-3) to Residential Professional (RP). (Becky Higgins)

AGENDA ITEM ID

20250310

DEPARTMENT

Growth Management

SUMMARY

1. Motion to forward Ordinance 2025-03 to the Town Commission with the Recommendation of Approval.
2. Motion to forward Ordinance 2024-03 to the Town Commission with the Recommendation of Denial.

Growth Management staff are in support of Motion Number 1.

On Tuesday, February 18, 2025, an application was filed with the Town of Lady Lake by Michael Rankin of LPG Urban and Regional Planners, LLC, on behalf of property owner, Anita F Valdez Family Trust, to change the zoning of property addressed as 229 West McClendon Street. This application involves approximately 1.63 acres of property. The applicant is seeking to change the zoning of the property from Lady Lake Single Family Low-Density Residential (RS-3) to Lady Lake Residential Professional (RP). The owner wishes to convert the existing single-family home into an appointment-only day spa. Staff have determined the application is complete and satisfies the requirements of the Land Development Regulations (LDR).

ZONING

Existing Zoning- Single Family Low-Density Residential (RS-3)

The purpose of this district is to implement comprehensive plan policies for managing low-density, single-family residential development at a density not to exceed three single-family dwelling units per acre.

Proposed Zoning- Residential Professional (RP)

The purpose of this district is to implement comprehensive plan policies for managing

transitional areas where existing residential structures can be utilized for personal and professional services and not adversely affect adjacent property.

Zoning of Adjacent Properties:

Direction	Zoning Designation
North	Lady Lake Mixed Low Density Residential (MX-8) and Lady Lake Single Family Low-Density Residential (RS-3)
East	Lake County Light Commercial (LC)
South	Lady Lake Single Family Medium Density (RS-6) and Lady Lake Light Commercial (LC)
West	Lady Lake Single Family Low-Density Residential (RS-3)

The proposed day spa complies with what is defined by the Residential Professional zoning designation in that it does meet the criteria of being a transitional area in which a residential structure will be utilized for personal and professional services and not adversely affect adjacent property.

Staff mailed notices to inform the surrounding fifteen property owners within 150 feet of the property proposed by the rezoning request on Monday, February 24, 2025. The property was also posted on Monday, February 24, 2025.

FISCAL IMPACT

Not applicable.

SOURCE OF FUNDING

Not applicable.

FUNDING ACCOUNT

Not applicable.

PAST ACTIONS

The Technical Review Committee found that Ordinance 2025-03 was ready for transmittal to the Planning and Zoning Board.

PUBLIC HEARINGS

The first hearing of Ordinance 2025-03 before the Town Commission is scheduled for Monday, April 7, 2025, at 6 p.m.

The second and final reading of Ordinance 2025-03 is scheduled for Monday, April 21, 2025, at 6 p.m.

1 **DRAFT ORDINANCE 2025-03**
2 **TOWN OF LADY LAKE, FLORIDA**

3 **AN ORDINANCE ESTABLISHING THE ZONING DESIGNATION FOR CERTAIN PROPERTY**
4 **BEING APPROXIMATELY 1.63 ACRES OWNED BY ANITA F VALDEZ FAMILY TRUST;**
5 **REFERENCED BY ALTERNATE KEY NUMBER 1280061, WITHIN THE TOWN OF LADY LAKE,**
6 **FLORIDA; REZONING SUBJECT PROPERTY FROM SINGLE FAMILY LOW-DENSITY**
7 **RESIDENTIAL (RS-3) TO RESIDENTIAL PROFESSIONAL (RP); PROVIDING FOR**
8 **SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE.**

9 **WHEREAS**, on December 2, 1991, the Town of Lady Lake adopted a Comprehensive Plan
10 (Ordinance 91-21) pursuant to the requirements of Chapter 163, Part II, Florida Statutes and
11 Chapter 9J-5, Florida Administrative Code; and

12 **WHEREAS**, on January 23, 1992, the Florida Department of Community Affairs determined that
13 the Town of Lady Lake Comprehensive Plan was in compliance with the requirements of Chapter
14 163, Part 2, Florida Statutes and Chapter 9J-5, Florida Administrative Code; and

15 **WHEREAS**, on August 15, 1994, the Town of Lady Lake adopted the Land Development
16 Regulations of the Town of Lady Lake, Florida, and Official Zoning Map in accordance with the
17 Town of Lady Lake Comprehensive Plan and the requirements of Chapter 163, Part 2, Florida
18 Statutes; and

19 **WHEREAS**, on March 10, 2025, pursuant to the provisions of the Town of Lady Lake Land
20 Development Regulations, the Planning and Zoning Board of the Town of Lady Lake reviewed
21 the proposed Ordinance 2025-03 and recommended approval to the Town Commission of the
22 Town of Lady Lake; and

23 **WHEREAS**, the Town Commission of the Town of Lady Lake held a public hearing to consider a
24 proposed amendment to the Official Zoning Map and determined that said amendment as
25 proposed is consistent with the Town of Lady Lake Comprehensive Plan and meets the
26 requirements of the Town of Lady Lake Land Development Regulations.

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

29 **SECTION 1: Petition**

30 Based upon the petition of certain landowners of property, which is located in Lady Lake,
31 Florida, and described in Exhibit "A" hereto, a request has been made that the property be
32 zoned "Residential Professional" (RP). Said petition has been approved by the Town

Commission of the Town of Lady Lake in accordance with the Town of Lady Lake Comprehensive Plan, the Land Development Regulations of the Town of Lady Lake, the Charter of the Town of Lady Lake, and the Florida Statutes. The property described in Exhibit “A” hereto is hereby rezoned from “Single Family Low-Density Residential” (RS-3) to “Residential Professional” (RP).

SECTION 2: Severability

The provisions of this Ordinance are declared to be separable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of this Ordinance, but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 3: Effective Date

This ordinance shall become effective immediately upon its passage by the Town Commission, except as limited by the provisions of Section 171.06, Florida Statutes, as said provisions pertain to newly annexed property and the final adoption of a Comprehensive Plan Amendment by the Town Commission.

PASSED AND ORDAINED by the Town Commission of the Town of Lady Lake, Florida, this ____ day of _____ 2025.

Town of Lady Lake, Florida

Ed Freeman, Mayor

Attest:

Nancy Wilson, Town Clerk

Approved as to form:

Derek Schroth, Town Attorney