



SUMMARY MINUTES OF THE REGULAR MEETING  
OF THE PLANNING COMMISSION  
CITY COMMISSION CHAMBERS, CITY HALL  
THURSDAY, AUGUST 24, 2023, 4:30 P.M.

The Planning Commission of the City of Leesburg held its regular meeting Thursday, August 24<sup>th</sup>, 2023, in the Commission Chambers at City Hall. Chairman Tim Sennett called the meeting to order at 4:30 p.m.

The following Commission members were present:

Tim Sennett  
Ted Bowersox  
Frazier J. Marshall  
John O'Kelley  
Stewart Kaplan  
Ze'Shieca Carter  
Nathaniel Sanders

The following Commission members were absent:

Rosalind Peeples-Johnson  
Ken Simeone

City staff that was present included Dan Miller, Planning & Zoning Director, Kandi Harper, Senior Planner, Dianne Yekel, Senior Planner, Christine Rock, Senior Planner, Max Van Allen, Planner, and Melissa Medders, Planner. City Attorney Grant Watson was also present.

The meeting opened with an invocation given by Commissioner Ted Bowersox and the Pledge of Allegiance to the Flag.

Attorney Grant Watson swore in staff as well as anyone wishing to speak.

Dan Miller, Planning & Zoning Director, informed the audience of the rules of participation and the need to sign the speaker's registry. He also informed Commissioners and the audience of the City Commission meeting dates tentatively scheduled.

**MINUTES OF PLANNING & ZONING COMMISSION MEETING FOR JULY 20, 2023.**

**Commissioner Stewart Kaplan moved to APPROVE the minutes from the July 20, 2023 meeting. Commissioner Ze'Shieca Carter SECONDED the motion.**

The roll call vote was:

Commissioner Marshall	Yes
Commissioner Kaplan	Yes
Commissioner O'Kelley	Yes
Commissioner Sanders	Yes
Chairman Sennett	Yes
Commissioner Bowersox	Yes
Commissioner Carter	Yes

Seven yeas, no nays, the Planning Commission approved the minutes from the July 20, 2023 meeting.

**NEW BUSINESS**

**1) PUBLIC HEARING CASE # SSCP-23-327 – HOMES IN PARTNERSHIP/CWC – SMALL SCALE COMPREHENSIVE PLAN**

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE FUTURE LAND USE DESIGNATION OF CERTAIN PROPERTY CONTAINING APPROXIMATELY 12.5 +/- ACRES FROM LAKE COUNTY URBAN MEDIUM DENSITY TO CITY OF LEESBURG LOW DENSITY RESIDENTIAL, FOR A PROPERTY GENERALLY LOCATED WEST OF COUNTY ROAD 468 AND NORTH OF JONES DRIVE, AS LEGALLY DESCRIBED IN SECTION 21, TOWNSHIP 19 SOUTH, RANGE 24 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. **(CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, SEPTEMBER 11<sup>TH</sup>, 2023 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, OCTOBER 23<sup>RD</sup>, 2023)** (Homes in Partnership/CWC)

Mr. Miller stated staff would like to, with the Chairman's permission, discuss the first two cases together, and then have the votes taken at the end of discussion for each case.

Dan Miller introduced case number # SSCP-23-327 – *HOMES IN PARTNERSHIP/CWC – SMALL SCALE COMPREHENSIVE PLAN* and case number # SPUD-23-328 – *HOMES IN PARTNERSHIP/CWC – SMALL PLANNED UNIT DEVELOPMENT* into the record and entered the exhibits into the record with maps and photo exhibits including aerial, zoning, future and surrounding land use, wetlands/flood zone maps, CRA maps, staff summary, departmental review summary, and staff recommendations.

Mr. Miller gave some background information on the project. He said this request is to annex into the City, with the accompanying small-scale comp plan and rezoning for this property which is generally located west of County Road 468 and north and south of Veech Road. It is a proposal for 25 single-family residences on approximately 11.7 +/- acres, for a density of 2.2 units/acre.

Planner Melissa Medders presented the maps and photo exhibits demonstrating the area of the proposed site for both cases.

Department Review Summary: This case was sent out to all the different departments for review, no substantive comments or objections received from the departments. Lake County School Board indicated that a concurrency review would not be required. For Public responses, we received two written responses for approval.

Mr. Miller also highlighted some of the PUD stating that the PUD is for SFR only, with 60-foot lot widths (60x120) for 7,200 sf per lot. The minimum house size is 1,500 sf with a maximum of 2 stories. There will be requirements for architectural standards and dark sky lighting. The wetlands will be protected with 25-foot buffers. There will be trees required in the front and back yards. The PUD also requires fencing in either a 4-foot split rail or 6-foot vinyl. Access points will be from Veech Road. And a separate recreational area of 5,000 sf is required.

The Planning & Zoning staff recommended the approval of the request for the following reasons:

1. This project meets the requirements of Chapter 163.3187 Florida Statutes, for Small Scale Comprehensive Plan Amendments.
2. The proposed request for a Small-Scale Comprehensive Plan amendment is compatible with the adjacent future land use designations of Lake County Urban Medium Density, Lake County Urban High Density, and City of Leesburg Low Density Residential.
3. The proposed request under Case Number SPUD-23-328, is compatible with the current surrounding zoning districts of Lake County RP (Residential Professional), R-6 (Urban Residential District), and R-7 (Mixed Residential District) and the City of Leesburg R-2 (Medium Density Residential), P (Public), and M-1 (Industrial).
4. The proposed future land use designation for the site is consistent with the City's Growth Management Plan, Future Land Use Element, Goal I, Objective 1.6.

#### **Action Requested:**

1. Vote to **approve** staff's recommendation to change the future land use of the subject property from Lake County Urban Medium Density to the City of Leesburg Low Density Residential and forward this recommendation to the City Commission for consideration.

Mike Rankin, owner of Land Planning Group in Mount Dora, Florida, stated, regarding public perception, that this is an opportunity to demonstrate quality housing throughout Leesburg and not just in presumed areas like 27 and 44. Mr. Rankin said that the only consideration they would ask for is under Land Use, where it says "construction office not to exceed two years" to change that to three years instead.

Dan Miller stated that the overall size of the property is 11.7 acres. There is one acre on the eastern portion in R-2 (Medium Density Residential) zoning, not impacted by the PUD. The ordinance will show two zonings, one for the R-2 zoning and the rest for the SPUD.

Michael Simmons, of 2005 Veech Road, has been in the area for 20 years. He would like to buy one lot and ask to put a privacy fence up for privacy and security reasons. Mr. Miller said that if we could make a recommendation tonight and then have Mr. Simmons discuss with the owner about buying a lot. If not, then Mr. Simmons will still be able to put a fence up on his property. There is also a fence required in the PUD conditions that would be adjacent to Mr. Simmons property.

Pastor John Christian, the property owner, stated that this is a great indication of what Leesburg could become. Pastor Christian said that he lives right across the street from this property. He always loved this property because of the canopy of trees that goes over Veech Road. With 24 new homeowners, it will irradiate a lot of the trash, the gun violence, and the speeding, all of this will be eliminated. The fence will eliminate any concerns about privacy.

Commissioner Ze'Shieca Carter asked if the lots are going to be facing the road. Mr. Miller stated that they would.

Commissioner Frazier Marshall said that he would like to thank staff for the bigger lot sizes.

Commissioner Ted Bowersox asked how many curb cuts would there be. Mr. Miller said possibly thirty-five, but we would need to contact Lake County. Having the lots facing the roadway would have a slowing effect on the street, but we really won't know until the houses are built.

This was the end of the discussion and the voting then took place.

**Commissioner Nathaniel Sanders made a motion to APPROVE case # SSCP-23-327 – HOMES IN PARTNERSHIP/CWC – SMALL SCALE COMPREHENSIVE PLAN. Commissioner Ze'Shieca Carter SECONDED the motion.**

The roll call vote was:

Commissioner Bowersox	Yes
Commissioner Carter	Yes
Commissioner Kaplan	Yes
Commissioner O'Kelley	Yes
Commissioner Sanders	Yes
Chairman Sennett	Yes
Commissioner Marshall	Yes

Seven yeas, no nays, the Planning Commission approved case # SSCP-23-327 – HOMES IN PARTNERSHIP/CWC – SMALL SCALE COMPREHENSIVE PLAN.

Chairman Sennett called for a vote on the second case.

**2) PUBLIC HEARING CASE # SPUD-23-328 – HOMES IN PARTNERSHIP/CWC – SMALL PLANNED UNIT DEVELOPMENT**

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE ZONING OF APPROXIMATELY 12.5 +/- ACRES FROM LAKE COUNTY RP (RESIDENTIAL PROFESSIONAL) TO CITY OF LEESBURG SPUD (SMALL PLANNED UNIT DEVELOPMENT) AND R-2 (MEDIUM DENSITY RESIDENTIAL), FOR A PROPERTY GENERALLY LOCATED WEST OF COUNTY ROAD 468 AND NORTH OF JONES DRIVE, AS LEGALLY DESCRIBED IN SECTION 21, TOWNSHIP 19 SOUTH, RANGE 24 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. **(CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, SEPTEMBER 11<sup>TH</sup>, 2023 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, OCTOBER**

The Planning & Zoning staff recommended the approval of the request for the following reasons:

APPROVAL of this request for the following reason(s):

1. The proposed request for a SPUD (Small Planned Unit Development) and R-2 (Medium Density Residential) zoning is compatible with the current surrounding zoning districts of Lake County RP (Residential Professional), R-6 (Urban Residential District), and R-7 (Mixed Residential District) and the City of Leesburg R-2 (Medium Density Residential), P (Public), and M-1 (Industrial).
2. The proposed Future Land Use designation of City of Leesburg Low Density Residential is compatible with adjacent properties having Future Land Use designations of Low Density Residential, Medium Density Residential, and Industrial and with properties in Lake County having a future land use designations of Urban Medium Density and Urban High Density.
3. The site is located near existing city utilities which are available at County Road 468.
4. The proposed zoning designation for the site is consistent with the City's Growth Management Plan, Future Land Use Element, Goal I, Objective 1.6.

**Action Requested:**

1. Vote to **approve** the proposed rezoning from Lake County RP (Residential Professional) to City of Leesburg SPUD (Small Planned Unit Development) and R-2 (Medium Density Residential) and forward this recommendation to the City Commission for consideration.

**Commissioner Nathaniel Sanders made a motion to APPROVE case # SPUD-23-328 – HOMES IN PARTNERSHIP/CWC – SMALL PLANNED UNIT DEVELOPMENT with the amendment. Commissioner Ze'Shieca Carter SECONDED the motion.**

The roll call vote was:

Commissioner O'Kelley	Yes
Commissioner Marshall	Yes
Chairman Sennett	Yes
Commissioner Kaplan	Yes
Commissioner Bowersox	Yes
Commissioner Carter	Yes
Commissioner Sanders	Yes

Seven yeas, no nays, the Planning Commission approved case # SPUD-23-328 – HOMES IN PARTNERSHIP/CWC – SMALL PLANNED UNIT DEVELOPMENT.

**DISCUSSION ITEM**

There will be three seats coming up for renewal, Rosalind Peeples-Johnson, Ken Simeone, and Tim Sennett. These terms will expire on September 30, 2023. The City Clerk will be advertising to see if there is anyone else that wants to apply. In September, all of the applications will be taken to City Commission, and then City Commission makes the final decision. At the time, the three commissioners will be contacted and asked to attend the City Commission meeting.

## **ANNOUNCEMENTS**

The next scheduled meeting date is September 21, 2023.

The meeting adjourned at 5:02pm

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Tim Sennett, Chairperson

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Dianne Yekel, Senior Planner