



SUMMARY MINUTES OF THE REGULAR MEETING  
OF THE PLANNING COMMISSION  
CITY HALL  
THURSDAY, OCTOBER 19<sup>TH</sup>, 2023 - 4:30 P.M.

The Planning Commission of the City of Leesburg held its regular meeting Thursday, October 19<sup>th</sup>, 2023, at City Hall.

Chairman Tim Sennett called the meeting to order at 4:31 p.m.

The following Commission members were present:

Tim Sennett - Chairman  
Nathaniel Sanders – Vice-Chairman  
John O’Kelley  
Ze’ Shieca Carter

The following Commission members were absent:

Ted Bowersox  
Frazier Marshall  
Stewart Kaplan  
Darin Akkerman  
Ken Simeone

City staff that was present included Dan Miller, Planning & Zoning Director, Sabrina Mitchell, Executive Assistant I, Kandi Harper, Senior Planner, Christine Rock, Senior Planner, Dianne Yekel, 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 Vice-Chairman Sanders, followed by the Pledge of Allegiance to the Flag.

Dan Miller informed the audience of the rules of participation and the need to sign the speaker’s registry. He also informed Commissioners and the audience that the City Commission meeting dates are tentatively scheduled.

**MINUTES OF THE PLANNING COMMISSION MEETING FOR THURSDAY, SEPTEMBER 21<sup>ST</sup>, 2023.**

**Vice-Chairman Sanders moved to APPROVE the minutes from the September 21<sup>ST</sup>, 2023 meeting. Commissioner Carter SECONDED the motion.**

The roll call vote was:

Commissioner Sanders	Yes
Commissioner O’Kelley	Yes
Commissioner Carter	Yes
Chairman Sennett	Yes

Four yeas, no nays, the Planning Commission approved the minutes from the September 21, 2023 meeting.

**SWEARING IN CHAIRMAN TIM SENNETT RE-ELECTED FOR THE PLANNING COMMISSION**

Sabrina Mitchell swore in staff as well as anyone wishing to speak.

Chairman Sennett called for the first case under new business be brought forward.

**NEW BUSINESS**

**1) PUBLIC HEARING CASE # PUD-23-456 – TIERRA VISTA – PLANNED UNIT DEVELOPMENT**

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE ZONING OF APPROXIMATELY 135 +/- ACRES FROM CITY OF LEESBURG RE-1 (ESTATE DENSITY RESIDENTIAL) TO PUD (PLANNED UNIT DEVELOPMENT), FOR A PROPERTY GENERALLY LOCATED SOUTH OF FLORIDA TURNPIKE AND EAST OF COUNTY ROAD 33, AS LEGALLY DESCRIBED IN SECTION 27, TOWNSHIP 20 SOUTH, RANGE 24 EAST AND SECTION 34, TOWNSHIP 20 SOUTH, RANGE 24 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. **(CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, NOVEMBER 27<sup>TH</sup>, 2023 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, JANUARY 22<sup>ND</sup>, 2024)** (Tierra Vista PUD)

Dan Miller introduced case number #PUD-23-456 – Tierra Vista – 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, and staff recommendations.

Dan Miller gave a background and explanation of the subject property, location, zoning, requests, and went over conditions of PUD (Planned Unit Development); permitted uses.

Max Van Allen, Planner utilized a power point presentation to demonstrate the area of the proposed site for the case.

Department Review Summary: This case was sent out to all the different City departments, and Lake County Public Works there were no substantiative comments from the City Departments. Lake County School Board noted that there is no capacity at the high school level, thus a proportionate share mitigation agreement will be required to provide the necessary capacity. Lake County Public Works noted that various road improvements will be required, including area for a trail system along CR 33 and turn lanes/acceleration lanes. Public responses – no comments were received from the State of Florida and City of Leesburg notice requirements, posted signs, and newspaper; Dan Miller noted one person stopped by the office wants to speak on case.

Dan Miller read the Staff Recommendations into the record for the case.

Chairman Sennett stated if the Commission have any questions of Staff.

Andrew McCown with GAI Consultants in Orlando representing Hanover gave a brief presentation of the site plan; went over the conceptual plan; approximately 135.5 acres, max; 371 units, gross density of 2.7 units per acre, all SFD homes, two lot sizes; 50' lots interior; 276 max, 60' lots exterior; 95 min, 3 planned phases, 55.8 acres; open space, and recreation; 41% including 4.9 acres of amenity/park space, all 50' and 60' lots; no 40' lots, incorporated 60' lots along southern boundary, mostly ponds adjacent to CR 33, preserved wetlands, buffered by preserved land and ponds on the Preservation Place site, open space plan; wetlands; 3.1 acres, ponds/flood; 26.3, parks; 4.9 acres (1.7 required), other pres.; 9.1 acres, landscape buffers; 12.4, required; total 55.8 acres; open space, required; 47.4 acres (35%), amenity center; clubhouse with pool, playground, and proposed home elevations.

Chairman Sennett stated if the Commission have any questions of the applicant.

Commissioners' and Dan Miller discussed 1700' square footage; not largest home; 1700'; Ben Snyder with Hanover replied 1700' min; 60' lots, 1600' min; 50' lots can fit about 4700 to 4800 sq. ft. lots; 60' lots, and 3200 to 3300 sq. ft lots; 50' lots, more efficient; larger two story homes, average price; Ben Snyder replied market driven, capital affordable; efficient, projecting houses being built in Leesburg; No. 2 & CR 48 project; similar product, similar price point, will provide additional informational. Dan Miller replied he travel that road; coming over the bridge, vehicles; over speed limits, traffic study required; done, ask Mr. McCown and Mr. Snyder; require signage, work with Lake County Public Works notification in both directions, children and bus stop; Ben Snyder replied he will be happy to coordinate

it; Dan Miller stated he will be happy to talk to Seth Lynch; Ben Snyder stated we want to design subdivision; safe, turn lanes, and traffic slow down truckers; Dan Miller stated to work with Lake County on signage; Dan Miller stated he will ask Lake County about a speed limit reduction; and then read Lake County specific comments into the record; ask Lake County Seth Lynch; about CR 470 & 48. Ben Snyder stated the homes price point; mid 300's and go up; over 500's; majority high 300's to mid-400's depending on the size.

Citizens' comments included traffic concerns; don't mind a lot of houses across from me; traffic; CR 470 and CR 33; nothing done, big trucks; almost hit school bus, main concern; area; speed limit 55 mph; going 70 mph, main concern; roads; taken care of; lights or drop-down speed limit; 45 mph, don't won't kids hurt; safety first.

Chairman Sennett closes discussion from the Public, entertained a motion, and then the voting took place.

Chairman Sennett called for a vote on the first case.

**Vice-Chairman Sanders made a motion to APPROVE case # PUD-23-456 – TIERRA VISTA – PLANNED UNIT DEVELOPMENT Commissioner O’Kelley SECONDED the motion.**

The roll call vote was:

Commissioner O’Kelley	Yes
Commissioner Carter	Yes
Chairman Sennett	Yes
Commissioner Sanders	Yes

Four yeas, no nays, the Planning Commission approved case # PUD-23-456 – TIERRA VISTA – PLANNED UNIT DEVELOPMENT.

Dan Miller announced the City Commission meeting dates for the case.

Grant Wilson, City Attorney stated this is a recommendation coming from the Planning Commission to the City Commission for clarification purposes.

Chairman Sennett called for the second case under new business be brought forward.

**2) PUBLIC HEARING CASE # SSCP-23-404 – 470 Leesburg, LLC – 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 36.96 +/- ACRES FROM NEIGHBORHOOD MIXED USE TO GENERAL COMMERCIAL,

FOR A PROPERTY GENERALLY LOCATED EAST OF THE FLORIDA TURNPIKE AND SOUTH OF COUNTY ROAD 470, AS LEGALLY DESCRIBED IN SECTION 17, TOWNSHIP 20 SOUTH, RANGE 24 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. **(CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, NOVEMBER 27<sup>TH</sup>, 2023 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, DECEMBER 11<sup>TH</sup>, 2023)** (Leesburg 470, LLC)

Dan Miller stated if he could 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-23-404 – 470 Leesburg, LLC – Small Scale Comprehensive Plan and case number #PUD-23-405 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, and staff recommendations.

Dan Miller gave a background and explanation of the subject property, location, zoning, requests, and went over the Navy overlay; research facility near the intersection CR 470 and CR 33; worked with the City of Leesburg/County; ordinance on COMP plan, aerial map, agreed; to allow three rings; gave explanation, PUD (Planned Unit Development) conditions, and conceptual site plan.

Christine Rock, Senior Planner utilized a power point presentation to demonstrate the area of the proposed site for both cases.

Department Review Summary: This case was sent out to all the different City departments, and Lake County Public Works there were no substantive comments from the City Departments. Lake County Public Works commented on a requirement to align the access points of the Villages to the north across CR 470. Staff anticipates that turn lanes for both directions will be required. Public responses – no comments were received from the State of Florida and City of Leesburg notice requirements, posted signs, and newspaper.

Dan Miller read the Staff Recommendations into the record for both cases.

Chairman Sennett stated if the Commission have any questions of the Staff.

Mike Rankin with Land Planning Group introduced himself for the record and to represent this case stated project has sentimental value; project; great merit, Dan Miller mentioned 352 units, for clarification purposes, 325 units; and stated to the Commission ask for consideration of the Staff report, Staff did a great job working on this, and Christine Rock made sure we were aware of the coordination that we

need to do when it comes to the County ingress/egress with the County; asking for favorable recommendation.

Chairman Sennett closes discussion from the Public, entertained a motion, and then the voting took place.

Chairman Sennett called for a vote on the second case.

**Vice-Chairman Sanders made a motion to APPROVE case # SSCP-23-404 – 470 LEESBURG, LLC – SMALL SCALE COMPREHENSIVE PLAN Vice-Commissioner Carter SECONDED the motion.**

The roll call vote was:

Commissioner Carter	Yes
Chairman Sennett	Yes
Commissioner Sanders	Yes
Commissioner O’Kelley	Yes

Four yeas, no nays, the Planning Commission approved case # SSCP-23-404 – 470 LEESBURG, LLC – SMALL SCALE COMPREHENSIVE PLAN.

Mike Rankin stated to the Commission that they have an incredible Staff, respond quickly, and do their due diligence.

Chairman Sennett called for a vote on the third case.

**3) PUBLIC HEARING CASE # PUD-23-405 – 470 Leesburg, LLC – PLANNED UNIT DEVELOPMENT**

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, REZONING APPROXIMATELY 36.96 +/- ACRES FROM PUD (PLANNED UNIT DEVELOPMENT) TO PUD (PLANNED UNIT DEVELOPMENT) TO ALLOW COMMERCIAL AND MULTIFAMILY DEVELOPMENT FOR A PROPERTY GENERALLY LOCATED EAST OF THE FLORIDA TURNPIKE AND SOUTH OF COUNTY ROAD 470, AS LEGALLY DESCRIBED IN SECTION 17, TOWNSHIP 20 SOUTH, RANGE 24 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, NOVEMBER 27<sup>TH</sup>, 2023 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, DECEMBER 11<sup>TH</sup>, 2023) (Leesburg 470, LLC)

**Vice-Chairman Sanders made a motion to APPROVE case # PUD-23-405 – 470 LEESBURG, LLC – PLANNED UNIT DEVELOPMENT Commissioner O’Kelley SECONDED the motion.**

The roll call vote was:

Chairman Sennett	Yes
Commissioner Sanders	Yes
Commissioner O'Kelley	Yes
Commissioner Carter	Yes

Four yeas, no nays, the Planning Commission approved case # SSCP-23-405 – 470 LEESBURG, LLC – PLANNED UNIT DEVELOPMENT.

## **DISCUSSION ITEMS**

## **ANNOUNCEMENTS**

Dan Miller announces to the Commission the appointments to Planning Commission; at the September 21 City Commission meeting our Chairman, Tim Sennett was reconfirmed as a member of the PC, Mr. Ken Simeone was reconfirmed as an alternate to the PC, Mr. Darin Akkerman was also confirmed as an alternate of the PC; these are three-year terms that will expire September 30, 2026. Staff sends its hearty congratulations to these three members for successfully running the gauntlet of confirmation to the Planning Commission we look forward to working with you.

## **ADJOURNMENT**

Meeting was adjourned at 5:25 p.m.

---

Tim H. Sennett, Chairman

---

Sabrina Mitchell, Executive Assistant I