



SUMMARY MINUTES OF THE REGULAR MEETING
OF THE PLANNING COMMISSION
VENETIAN CENTER

THURSDAY, FEBRUARY 24, 2022 4:30 P.M.

The Planning Commission of the City of Leesburg held its regular meeting Thursday, February 24th, 2022, at the Venetian Center. Chairman Ted Bowersox called the meeting to order at 4:30p.m. The following Commission members were present:

Ted Bowersox, Chairman
Tim Sennett, Vice-Chair
Frazier J. Marshall
Chris Wood
John O'Kelley
Michael Fitzpatrick
Alfred C. Haliday
Nathaniel Sanders

The following Commission members were absent:

Ze'Shieca Carter

City staff that was present included Dan Miller, Director of Planning & Zoning, Kandi Harper, Senior Planner, Christine Rock, Senior Planner, and Dianne Pacewicz, Planner. Interim City Attorney Loren Vasquez was also present.

The meeting opened with an invocation given by Chairman Ted Bowersox and 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 of the City Commission meeting dates tentatively scheduled.

Dianne Pacewicz swore in staff as well as anyone wishing to speak.

DRAFT SUMMARY MINUTES OF PLANNING & ZONING COMMISSION MEETING FOR JANUARY 20TH, 2022.

Commissioner Tim Sennett moved to APPROVE the minutes from the JANUARY 20TH, 2022 meeting. Commissioner Alfred C. Haliday SECONDED the motion, which was PASSED by a vote of 8 to 0.

NEW BUSINESS

- 1) PUBLIC HEARING CASE # SSCP-22-008 – SCHOOLVIEW PROPERTIES, LLC – SMALL SCALE COMPREHENSIVE PLAN AMENDMENT**

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF

LEESBURG, CHANGING THE FUTURE LAND USE DESIGNATION OF CERTAIN PROPERTY CONTAINING APPROXIMATELY 0.59 +/- ACRES, FROM LAKE COUNTY URBAN MEDIUM DENSITY TO CITY OF LEESBURG MEDIUM DENSITY RESIDENTIAL FOR A PROPERTY GENERALLY LOCATED WEST OF COUNTY ROAD 468 AND NORTH OF SCHOOLVIEW STREET, 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, APRIL 11, 2022 AND SECOND READING TENTATIVELY SCHEDULED FOR MONDAY, MAY 23, 2022)** (Schoolview Properties)

Dan Miller gave a brief background of this project. The Carver Heights area of Leesburg, like many cities, needs good affordable housing. Staff has been working with the applicants for several months now, with the idea of providing a quality, safe starting point for people. In this case, the project is located across the street from an elementary school, and within easy walking distance of the City's Resource Center and a bus route. For this project, the applicant is requesting a small-scale comprehensive plan amendment from Lake County Urban High Density, at 12 units per acre, to City of Leesburg Medium Density, also 12 units per acre. They are also requesting rezoning from Lake County R-P (Residential Professional) to City of Leesburg SPUD (Small Planned Unit Development). The proposals, if approved at City Commission, would allow future development of this 0.6-acre lot to allow six (6) small single-family units ideally located on the north side of Schoolview Street and just west of its intersection with CR 468.

Dan Miller entered the exhibits into record. In order to expedite the meeting, the same exhibits for cases SSCP-22-008 and SPUD-22-025 were entered into the record at the same time. Kandi Harper presented the maps and photo exhibits, which included the aerial, zoning, future and surrounding land use, wetlands/flood zone and CRA maps. Other exhibit items included the staff summary, departmental review summary, and staff recommendations.

There were no substantive comments received from the departments, and there were no public responses received for either approval or disapproval.

The Planning & Zoning staff recommended approval of the request for the SMALL-SCALE COMPREHENSIVE PLAN AMENDEMENT for the following reasons:

1. The proposed request is compatible with the current surrounding Future Land Use categories of Lake County Urban High Density, and with City of Leesburg Future Land Use categories of Institutional and High Density.
2. The proposed request will allow for single family residential development near a public elementary school with access to public transportation routes, and in close proximity to the City of Leesburg Resource Center.
3. The proposed request does not appear to create a detriment to surrounding properties.

Action Requested:

1. Vote to approve staff's recommendation to rezone the subject property from Lake County Urban High Density to City of Leesburg Medium Density and forward to the City Commission for consideration.

The Planning & Zoning staff recommended approval of the request for the SMALL PLANNED UNIT DEVELOPMENT for the following reasons:

for the following reason(s):

1. The proposed request is compatible with the current surrounding zoning districts of Lake County RP (Residential Professional), and MP (Planned Industrial District); and with City of Leesburg P (Public), and R-2 (Medium Density Residential).
2. The proposed request will allow for single family residential development near a public elementary school, access to public transportation routes, and is in close proximity to the City of Leesburg Resource Center.

3. The proposed request does not appear to create a detriment to surrounding properties.

Action Requested:

1. Vote to approve staff's recommendation to rezone the subject property from Lake County RP (Residential Professional) to City of Leesburg SPUD (Small Planned Unit Development) and forward the recommendation to the City Commission for consideration.

Dan Miller noted that there were two typos in the PUD document. On page 2, under Development Standards, it states that there are six (6) acres and that should read as 0.6 acres. Also, on page 2, under Development Standards (4 F), there's a requirement for a minimum lot size of 6,000 square feet, which needs to be deleted. This development is going to be owned as a whole, with the houses built individually.

Tim Burns, representing the project, as well as Ken Thomas, Housing and CRA Director, were present to answer any questions.

Commissioner Tim Sennett asked if the units are going to be condominiums. Mr. Miller answered that it is going to be six (6) single-family units at a minimum of 1,100 square feet, with one driveway coming in. They will all be owned as one unit, and sold as one unit.

Chairman Bowersox asked about the 7 units on page 14 of the PUD. Mr. Miller answered that they originally wanted to get in 7 units on this property. It is only going to be 6 units with the 7th location being used for retention, parking, and playground.

Commissioner Haliday asked about the minimum lot size. Mr. Miller answered that there is not a minimum lot size. It is one lot but it will have six (6) homes on it. The potential for platting and rezoning does exist down the road.

Commissioner Holiday asked if they were going to be rental homes and if there is an HOA. Mr. Miller answered that the homes could be sold, and that there is an HOA requirement in the PUD.

Chairman Bowersox asked the applicant if he had anything to add to the discussion. Mr. Burns stated that it was a pleasure to deal with the Planning folks. He gave a brief history as to how they got to this point over the last three years.

Commissioner Sanders asked what the cost of the properties will be, as well as how many bedrooms and baths. Mr. Burns answered that they will be in the low \$200,000, and have 3 bedrooms and 2 baths.

Commissioner O'Kelley asked to clarify if they would be rentals. Mr. Burns said no, to think of them as a detached townhome.

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

Commissioner Tim Sennett made a motion to APPROVE case # SSCP-22-008 – SCHOOLVIEW PROPERTIES, LLC – SMALL SCALE COMPREHENSIVE PLAN AMENDMENT with the amendments of fixing the typo on page two to 0.6 and to delete the requirement for a minimum lot size. Commissioner Nathaniel Carter SECONDED the motion which, PASSED by a vote of 7 to 1 (with the denial by Commissioner Haliday).

2) PUBLIC HEARING CASE # SPUD-22-025 – SCHOOLVIEW PROPERTIES, LLC – SMALL PLANNED UNIT DEVELOPMENT

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, REZONING APPROXIMATELY 0.59 +/- ACRES FROM LAKE COUNTY RP (RESIDENTIAL PROFESSIONAL) TO CITY OF LEESBURG SPUD (SMALL PLANNED UNIT DEVELOPMENT) TO ALLOW FOR RESIDENTIAL DEVELOPMENT FOR A

PROPERTY GENERALLY LOCATED WEST OF COUNTY ROAD 468 AND NORTH OF SCHOOLVIEW STREET, 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, APRIL 11, 2022 AND SECOND READING TENTATIVELY SCHEDULED FOR MONDAY, MAY 23, 2022)** (Schoolview Properties)

Commissioner O'Kelley made a motion to APPROVE case # SPUD-22-025 – SCHOOLVIEW PROPERTIES, LLC – SMALL PLANNED UNIT DEVELOPMENT. Commissioner Sanders SECONDED the motion which, PASSED by a unanimous voice vote of 7 to 1 (with the denial by Commissioner Haliday).

DISCUSSION ITEM

Dan Miller spoke about the growth in Leesburg, stating that staff has been working on a map with upcoming and potential development that gives a good indication as to what is going on in the City. The population as of April 1, 2021 was about 27,000. Leesburg has the potential to add 50-60k people in the next ten to fifteen years.

Commissioner Haliday asked what the impact will be with DOT and 27. Mr. Miller answered that any project that is along a state road goes through DOT. Any larger projects (50 acres or above) have to go through the state. For any project, there is constant coordination with Lake County Public Works and Lake County School Board. Mr. Miller said that the Planning Commission has very influential voice with all that is happening, and staff wants to make sure that they are aware as to what the City Commission is talking about.

Mr. Miller stated that there are two items that have come up at City Commission.

1. Dark sky lighting – this is a principle of making sure that the lighting on a development stays as much as possible on that development property, and that it's not over lit so there is not abundant light pollution. Staff is starting to include dark sky lighting standards in some PUD Conditions, and what is acceptable and what is not acceptable. It can be affectively done without a lot of cost.
2. Lot size – This Commission has been expressing frustrating with the number of 40- and 50-foot lots. What does the City want to look like? We definitely need some smaller lots to allow for a price point because we need young families and they can't afford a \$350k house. We also have a need for those that want a larger lot. We have to find out what our citizens want, and we do that partially through the Planning Commission and partially through the City Commission.

Chairman Bowersox suggested having 40' lots on pie-shaped lots with the bigger back yards. Commissioner Sennett said that the size of the lot should depend on the design of the development.

Commissioner Haliday brought up working with DOT on the flow and synchronization of the traffic lights. Mr. Miller said that it comes down to the design and coordination with DOT.

Commissioner O'Kelley asked if the City Commission is pretty much in line with what Planning Commission recommends to them. Mr. Miller answered that generally they are, but occasionally there may be one that is different.

ANNOUNCEMENTS

The meeting adjourned at 5:33 p.m.

Ted Bowersox, Chairperson

Dianne Pacewicz, Planner