



SUMMARY MINUTES OF THE REGULAR MEETING
OF THE PLANNING COMMISSION
CITY HALL
THURSDAY, MARCH 23RD, 2023 - 4:30 P.M.

The Planning Commission of the City of Leesburg held its regular meeting Thursday, March 23rd, 2023, at City Hall.

Chairman Tim Sennett called the meeting to order at 4:30 p.m.

The following Commission members were present:

Tim Sennett - Chairman
Ted Bowersox – Vice-Chairman
John O’Kelley
Stewart Kaplan
Nathaniel Sanders

The following Commission members were absent:

Frazier Marshall
Ze’Shieca Carter
Ken Simeone
Rosalind Peoples-Johnson

City staff in attendance included Dan Miller, Planning & Zoning Director, Sabrina Mitchell, Administrative Assistant II, Dianne Yekel, Senior Planner, Kandi Harper, Senior Planner, Max Van Allen, Planner, Melissa Medders, Planner and City Attorney Grant Watson was also present.

The meeting opened with an invocation given by Vice-Chairman Bowersox, 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.

SUMMARY MINUTES OF THE PLANNING COMMISSION MEETING FOR THURSDAY, FEBRUARY 23RD, 2023.

Vice-Chairman Bowersox moved to APPROVE the draft minutes from the FEBRUARY 23RD, 2023 meeting. Commissioner Sanders SECONDED the motion, which PASSED by a vote of 5-0.

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

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

NEW BUSINESS

1) PUBLIC HEARING CASE # SSCP-22-585 – SUNDANCE COMMERCIAL AND INDUSTRIAL – 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 33.45 +/- ACRES FROM LAKE COUNTY REGIONAL OFFICE TO CITY OF LEESBURG INDUSTRIAL FOR A MIXED-USE DEVELOPMENT ON A PROPERTY GENERALLY LOCATED SOUTH OF COUNTY ROAD 48 AND WEST OF HAYWOOD WORM FARM ROAD, AS LEGALLY DESCRIBED IN SECTIONS 14 AND 15, 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, APRIL 10TH, 2023 AND SECOND READING TENTATIVELY SCHEDULED FOR MONDAY, JUNE 12TH, 2023) (Sundance Commercial and Industrial) (POSTPONED AT APPLICANT'S REQUEST FROM THE FEBRUARY 23RD, 2023 PLANNING COMMISSION REGULAR MEETING)**

Dan Miller requested to discuss the next two cases together and vote on each case separately.

Dan Miller introduced case number #SSCP-22-585 – Sundance Commercial and Industrial – Small Scale Comprehensive Plan Amendment and case number #PUD-22-586 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 a background and explanation of the subject property, location, zoning, requests, went over aerial map, conceptual architectural samples Exhibit D, and PUD (Planned Unit Development).

Max Van Allen utilized a PowerPoint 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, Lake County Public Works, and the School Board there were no substantive comments from the City departments. Lake County Public Works did note the need for turn lanes on CR 48, plus a right turn lane on Haywood Worm Farm Road and additional right of way for the proposed future Central Lake Trail, as well as for the possibility of the widening of CR 48 which rolls into 470. Public responses – we did not receive any major comments from the City of Leesburg notice requirements. Staff did receive two written responses for approval, we didn't receive any recommendations for denial in response to the posted signs and newspaper.

Mr. Miller read the Staff Recommendations into the record for both cases; Staff supports both cases; recommended approval.

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

Dwight Sadoff with Project Finance & Development at 7575 Dr. Phillips Blvd. Suite 165 Orlando, Florida 32819 stated the primary reason to come to the City; utilities, 33 acres, no wetlands, no endangered species, flat, used for cattle, uses seeking; very consistent, frontage on CR 48; removed any reference industrial uses, permitted/conditional uses; City Code, not seeking to have use in plan, fronts on two roads, different; County did not want access on CR 48; County permission, uses stated very specifically; concept plan, Exhibit C, few things in conditions of approval; carryovers from prior plan, hopefully, Dan Miller will clean up before City Commission; uses; slightly misstated; conditions, specific; concept plan, design standards, material; applicable to residential development, not applicable to our plan; commercial/industrial development, going smoothly, very high on the area, intensity of people, went over PUD standards with Dan Miller to make changes; (5A) elevations applicable to SF units; (B1), Dan Miller stated and read into the record (7C) the elevations of SF should be taken out, plan; open space 35% minimum, Code 30%, match Code; Dan Miller replied change in Code; our City Commission requires every PUD; 35%, about two years ago started wanting increases on that; in order to move forward, very particular worded permitted uses; stick with what proposed, consistent with what we discussed; Dan Miller replied allowing industrial uses; 6.5 acres; define industrial uses; Dwight Sadoff stated we just referenced the Code, M1 permitted uses, not M1 conditional; Dan Miller stated think we can make that work if the Commission will allow me to work with the applicants on that, make sure nothing nauseous; don't see a problem with his request, request permission from Commission, clarification; about conditional uses/permitted in the industrial; applicant is correct, happy to work with applicant to make change; before City Commission, Dwight Sadoff stated on the concept plan; walls on the east/west side wall or 6' opeg security fence, Staff report; provides/allows for fence on east and wall on the west side.

Dan Miller replied it was intended to be a wall on west and fence on east; Dwight Sadoff stated the difference in cost; wall/fence, substantial cost difference; value of brick or block

wall; fence, both provide opeg barrier; Dan Miller replied can work with that if 25' buffer remains on west side, fence responsibility of POA if Commission agrees; Dwight Sadoff stated (7A.3); gated; depends on use; don't want to say shall be gated.

Dan Miller replied it depends on the use we are alright with that on Haywood Worm Farm, if use requires a gate; will need to put one up, may be gated, fine with Staff; Dwight Sadoff stated he has question on paragraph (6C), reference to upland buffer; section landscaping/buffer requirements, section (11E); wetlands, flood zones, and wildlife, upland buffer; paragraph dealing with landscape/buffer requirements, not required to put in walkway, buffer; Dan Miller replied allowed in upper buffers but limited to, but not required; Dwight Sadoff read condition into record; Dan Miller replied if you wanted to put a hiking trail; thanks the applicant.

Commissioners, and Mr. Miller discussed PUD conditions are written as they should be, so if we have anything to clean up; let's move forward, architectural standards; originally architectural presented were metal buildings; added some architectural standards; Dan Miller went over façade samples; conceptual; Exhibit D; language in PUD; Staff can work with applicant on architectural designs, something that looks good, these are examples; not locked in, read standards; looks like a residential standard, how they work, non-predominance of metal, stucco, 50:50, some angles; doesn't just stand out as a metal building; Dan Miller requested permission to work the applicants on the changes; Commission agreed.

Chairman Sennett stated if the Commission have any questions of the applicant or if anyone in the audience would like to speak on this case.

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

Commissioner Sanders made a MOTION for APPROVAL of case # SSCP-22-585 – SUNDANCE COMMERCIAL AND INDUSTRIAL – SMALL SCALE COMPREHENSIVE PLAN AMENDMENT Commissioner Kaplan SECONDED the MOTION which CARRIED UNANIMOUSLY by a vote of 5-0 .

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

2) PUBLIC HEARING CASE # PUD-22-586 – SUNDANCE COMMERCIAL AND INDUSTRIAL – PLANNED UNIT DEVELOPMENT

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE ZONING ON APPROXIMATELY 33.45 +/- ACRES FROM LAKE COUNTY A (AGRICULTURE) TO THE CITY OF LEESBURG PUD (PLANNED UNIT DEVELOPMENT) TO ALLOW FOR A MIXED-USE DEVELOPMENT, FOR A PROPERTY GENERALLY LOCATED SOUTH OF COUNTY ROAD 48 AND WEST OF HAYWOOD WORM FARM ROAD, AS LEGALLY DESCRIBED IN SECTIONS 14 AND 15, 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, APRIL 10TH, 2023 AND SECOND READING TENTATIVELY SCHEDULED FOR MONDAY, JUNE 12TH, 2023)** (Sundance Commercial and Industrial) **(POSTPONED AT APPLICANT'S REQUEST FROM THE FEBRUARY 23RD, 2023 PLANNING COMMISSION REGULAR MEETING)**

Chairman Sennett entertained a motion, and then the voting took place.

Commissioner Kaplan made a MOTION for APPROVAL of case # PUD-22-586 – SUNDANCE COMMERCIAL AND INDUSTRIAL – PLANNED UNIT DEVELOPMENT with the changes Vice-Chairman Bowersox SECONDED the MOTION which CARRIED UNANIMOUSLY by a vote of 5-0 .

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

3) PUBLIC HEARING CASE # SSCP-23-31 – PMF LEESBURG MICHIGAN, 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 8.03 +/- ACRES FROM CITY OF LEESBURG MEDIUM DENSITY RESIDENTIAL TO CITY OF LEESBURG HIGH DENSITY RESIDENTIAL AND GENERAL COMMERCIAL FOR A MULTI-FAMILY DEVELOPMENT FOR A PROPERTY GENERALLY LOCATED SOUTH OF PARK HOLLAND ROAD AND EAST OF PICCIOLA ROAD AS LEGALLY DESCRIBED IN SECTION 15, 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 10TH, 2023 AND SECOND READING TENTATIVELY SCHEDULED FOR MONDAY, MAY 8TH, 2023)** (Picciola Project)

Dan Miller requested to discuss the next two cases together and vote on each case separately.

Dan Miller introduced case number #SSCP-22-31 – PMF Leesburg Michigan, LLC – Small Scale Comprehensive Plan Amendment and case number #SPUD-23-32 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 a background and explanation of the subject property, location, zoning, requests, went over PUD (Planned Unit Development), aerial, zoning map; went over conceptual facades and site plan.

Melissa Medders utilized a PowerPoint 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 there were no substantive comments from the City. Lake County requirements for concurrency per the Lake County School Board requirements. Public responses - no responses from the City of Leesburg notice requirements, Staff did receive one approval and one disapproval in response to the posted signs and newspaper; concerns: read into the record, Staff appreciates comment, note for record standard procedure, environmental study; required, relocation; required.

Mr. Miller read the Staff Recommendations into the record for both cases; Staff recommended approval.

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

Commissioners, and Mr. Miller discussed platted road; never constructed on aerial map, vacated; to allow construction, private access to the apartments, not showing contiguous property, old platted roads, went over zoning map; access, interest in James Landing; starting construction on property; owners work together; benefits both subdivisions; Lake County in agreement, curbing that allows only right turns, addition; statement on section (4A), see section (8A) SPUD agreement; change to (10A) and record into the record, both projects; needs access, went over conceptual facades and site plan, parking requirements met; Dan Miller replied meeting parking requirements; City Code, guest parking; Dan Miller replied did not add guest parking in the PUD; meeting parking requirements of City Code, units per parking space; Dan Miller replied one bedroom; 1 space, two bedroom; 1.5 space, three bedroom; 2 space, access to north; issue no guest parking; condense parking, typical parking space; Dan Miller stated Staff is alright with the parking spaces; written into the PUD the natural gas requirement; go through City Commission, variable buffer clarification; north side, put dumpster in buffer; Staff in agreement with changes, width of buffer; 16' plus 4'; not a problem for Staff; north, south; 20' standard; Staff standpoint those requests alright, density zoning; property, current zoning read into the record; Oaks Landing, same density, parking; problem, in Code now; clarification of parking spaces.

Chairman Sennett stated if anyone in the audience would like speak on this case, and then closes discussion from the Public

Ryan Solstice with LPG representing the applicant stated the request is to rezone the parcels, SSCP amendment; clean up map, 1.02 acres; commercial to high density residential; existing on site, the remaining 6.8 acres, max height three stories; 35', 144 units; 8.03 acres, 108; one bedroom apartments; 36; two bedroom apartments; City Code; requires 1.5 spaces; one bedroom, 2 spaces; two+ bedrooms, 234 spaces on site; meets Code requirements, 7 handicap spots; in addition, workforce housing development, developer anticipates; one bedroom price point; \$1299, two bedroom; \$1499, development; 49.4% open space, 27.7%; water retention areas; only for the ponds, not swale on site, meeting active recreation requirements; 200' feet per dwelling unit; 28,800 square feet, provided recreation; 29,085 square feet, active recreation areas; include trail, water retention; far east, outdoor kitchen area, dog park, dog washing station, outdoor fitness equipment, next to furthest east; water retention pond, active recreation area, the rectangles on the south side; other active recreation areas on site, asking for a few waivers; variable buffer yard; north side, accommodate stormwater swale; 20' buffer on north/side as well as front, meet on south; dumpsters bottom of parking lots, encroach buffer yard; asking for waiver, allow variable buffer; 20' throughout, dumpster enclosure; as required by Code, existing tree canopy; recreation areas, meet parking requirement; per count, project utilize, compact spacing, Commission permission; allow to utilize compact spacing throughout the project, natural gas within the buildings, per City of Leesburg Code; all residential new developments; connect to natural gas, reached out to property owner; north, not very responsive came in to talked to Staff; work something out on ingress/egress to provide second access on site; coordination with Staff.

Ryan Solstice addressed comments from the Commission and stated typical parking space 10' by 20', parking on site; 9.5' by 18', north side; water retention swale connect pond northwest to east, swale 4' wide range; allow buffer variation, accommodate swale, south side; dumpsters located; variable buffer 20' standard, 16' buffer yard and then swale itself; 4' along the whole northern perimeter, south; encroachment of dumpsters, density; high density residential, 1.02 acres; clean up, commercial FLU, rest high density residential, up to 18 units per acre, and then read parking spaces into the record for clarification purposes.

Chairman Sennett entertained a motion, and then the voting took place.

Commissioner Sanders made a MOTION for APPROVAL of case # SSCP-23-31 – PMF LEESBURG MICHIGAN, LLC – SMALL SCALE COMPREHENSIVE PLAN AMENDMENT Commissioner O'Kelley SECONDED the MOTION which CARRIED by a vote of 5-0 .

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

4) PUBLIC HEARING CASE # SPUD-23-32 – PMF LEESBURG

MICHIGAN, LLC – SMALL PLANNED UNIT DEVELOPMENT

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE ZONING ON APPROXIMATELY 8.03 +/- ACRES FROM PUD (PLANNED UNIT DEVELOPMENT) and R-2 (MEDIUM DENSITY RESIDENTIAL) TO SPUD (SMALL PLANNED UNIT DEVELOPMENT), FOR A PROPERTY GENERALLY LOCATED SOUTH OF PARK HOLLAND ROAD AND EAST OF PICCIOLA ROAD, AS LEGALLY DESCRIBED IN SECTION 15, 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 10TH, 2023 AND SECOND READING TENTATIVELY SCHEDULED FOR MONDAY, MAY 8TH, 2023).** (Picciola Project)

Chairman Sennett entertained a motion, and then the voting took place.

Commissioner Sanders made a MOTION for APPROVAL of case # SPUD-23-32 – PMF LEESBURG MICHIGAN, LLC – SMALL PLANNED UNIT DEVELOPMENT with the amendment no overnight staying strictly storage Commissioner Kaplan SECONDED the MOTION which CARRIED UNANIMOUSLY by a vote of 5-0.

DISCUSSION

None

ANNOUNCEMENTS

None

Chairman Sennett entertained a motion to adjourn.

Motion to adjourn made by Vice-Chairman Bowersox and seconded by Commissioner O’Kelley.

ADJOURNMENT

Meeting was adjourned at 5:36 p.m.

Tim Sennett, Chairman

Sabrina Mitchell, Administrative Assistant II