



AGENDA

Regular City Commission Meeting

6:00 PM - Thursday, June 2, 2022 - City Hall

INVOCATION: REV. JONATHAN PEARSON, LIFEPOINTE CHURCH

PLEDGE OF ALLEGIANCE: COMMISSIONER LEHEUP-SMITH

CALL TO ORDER

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

1. AGENDA UPDATE
2. APPROVAL OF MINUTES
 - 2.1 May 19, 2022 - Regular City Commission Meeting
[Staff Report #22-0130 - Html](#)
[05-19-2022 CC MIN - For Approval](#)
3. PRESENTATIONS
 - 3.1 Eustis Fire Department Badge Pinning Ceremony
[Staff Report #22-0122 - Html](#)
 - 3.2 Presentation by Lake Sumter State College President - Heather Bigard
[Staff Report #22-0131 - Html](#)
 - 3.3 Presentation by Lake County School Board regarding ballfield improvements and Kurt and Golf Links
[Staff Report #22-0132 - Html](#)
 - 3.4 Acceptance of Capital Improvement Plan (CIP) 2023-2027
[Staff Report #22-0120 - Html](#)
[Staff Report - Accept CIP FY2023-27](#)
4. AUDIENCE TO BE HEARD
5. CONSENT AGENDA
 - 5.1 Resolution Number 22-37: Purchase in Excess of \$50,000 for the Water System Master Plan
[Staff Report #22-0127 - Html](#)
[Resolution No. 22-37](#)
 - 5.2 Resolution Number 22-38: Purchase in Excess of \$50,000 for Amendment #1 to the GIS On-call Services Contract
[Staff Report #22-0128 - Html](#)
[Resolution No. 22-38](#)
 - 5.3 Resolution Number 22-39: Purchase in Excess of \$50,000 for Coolidge Street Utility Improvements Design
[Staff Report #22-0129 - Html](#)
[Resolution No. 22-39](#)

6. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

- 6.1 Resolution Number 22-36: Preliminary Subdivision Plat for Pine Meadows Reserve Subdivision

[Staff Report #22-0123 - Html](#)

[Pine Meadows Preliminary Subdivision Plan \(S&S\) Sheet 3.3](#)

[Pages from 2022-2-17 Minutes Pine Meadows Excerpt](#)

[Pages from 2022-3-3 Minutes Pine Meadows Excerpt](#)

[Resolution No. 22-36](#)

[Staff Report Resolution 22-36](#)

SECOND READING

- 6.2 Ordinance Number 22-10 for 2022-A-02 Voluntary Annexation
Ordinance Number 22-11 2022-CPLUS-02 Comprehensive Plan Amendment
Ordinance Number 22-12 Assignment of Design District
All for Property Located North of CR 44 Approximately 1,000 Feet East of South Fish Camp Road (Alternate Key Numbers 3395948 and 1407877)

[Staff Report #22-0125 - Html](#)

[Staff Report Ordinance 22-10 22-11 22-12 Annex FLU DD](#)

[Ordinance No. 22-10 Annexation](#)

[Ordinance No. 22-11 FLUMA](#)

[Ordinance No. 22-12 Design Dist](#)

- 6.3 Ordinance Number 22-13 – Voluntary Annexation
Ordinance Number 22-14 – Comprehensive Plan Amendment
Ordinance Number 22-15 – Design District Assignment
All for property located on Joleen Drive

[Staff Report #22-0126 - Html](#)

[Staff Report Ordinance 22-13, 22-14, 22-15 Joleen Dr Annex FLU DD](#)

[Ordinance No. 22-13 Annexation](#)

[Ordinance No. 22-14 FLUMA](#)

[Ordinance No. 22-15 Design Dist](#)

FIRST READING

- 6.4 Ordinance Number 22-16 Annual update of the five-year Capital Improvement of the Comprehensive Plan fiscal year 2023-27

[Staff Report #22-0121 - Html](#)

[Staff Report - CIP-CIE Ord 22-16](#)

[Ordinance No. 22-16 CIP Acceptance](#)

- 6.5 Ordinance Number 22-17: Amending Chapter 115 prohibiting placement of signs without property owner's authorization

[Staff Report #22-0124 - Html](#)

[Ordinance 22-17 Unauthorized Signs Prohibited](#)

7. OTHER BUSINESS

- 7.1 Scheduling of workshops for departmental budget presentations

[Staff Report #22-0134 - Html](#)

8. FUTURE AGENDA ITEMS

9. COMMENTS

9.1 City Commission

9.2 City Manager

9.3 City Attorney

9.4 Mayor

10. ADJOURNMENT

This Agenda is provided to the Commission only as a guide, and in no way limits their consideration to the items contained hereon. The Commission has the sole right to determine those items they will discuss, consider, act upon, or fail to act upon. Changes or amendments to this Agenda may occur at any time prior to, or during the scheduled meeting. It is recommended that if you have an interest in the meeting, you make every attempt to attend the meeting. This Agenda is provided only as a courtesy, and such provision in no way infers or conveys that the Agenda appearing here is, or will be the Agenda considered at the meeting.

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (Florida Statutes, 286.0105). In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the City Clerk 48 hours prior to any meeting so arrangements can be made. Telephone (352) 483-5430 for assistance.

"Any invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission and the public. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission, and the Commission is not allowed by law to endorse the religious beliefs or views of this, or any other speaker.



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Christine Halloran, City Clerk
DATE: June 2, 2022
RE: MAY 19, 2022 - REGULAR CITY COMMISSION MEETING

Introduction:

This item is for consideration of the minutes of the May 19, 2022, regular City Commission meeting.

Attachments:

[05-19-2022 CC MIN - For Approval](#)

Reviewed by:



MINUTES

Regular City Commission Meeting

6:15 PM - Thursday, May 19, 2022 - City Hall

INVOCATION: MOMENT OF SILENCE OBSERVED

PLEDGE OF ALLEGIANCE: COMMISSIONER COBB

CALL TO ORDER: 6:07 P.M.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

PRESENT: Commissioner Nan Cobb, Vice Mayor Emily Lee and Mayor Michael Holland

ABSENT: Commissioner Willie Hawkins and Commissioner Karen LeHeup-Smith

1. AGENDA UPDATE

- 1.1** Bill Howe, Human Resources Director and Acting City Manager, noted an award presentation by Police Chief Capri to follow the approval of minutes.

Mayor Holland acknowledged and thanked the Eustis High School FBLA for the plaque in honor of the efforts of the City Commission to support FBLA for their summer trip to the City of Chicago.

2. APPROVAL OF MINUTES

- 2.1** May 5, 2022 - Regular City Commission Meeting

Moved by Vice Mayor Lee, seconded by Commissioner Cobb, to approve the Minutes as submitted. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

- 2.2** Presentation of Officer of the Year Award for the City and Eustis and Lake County.

Chief Capri awarded the Eustis Police Officer of the Year Award to Sydnee Burtzlaff in recognition of her dedicated and outstanding service to the City of Eustis. Officer Burtzlaff also received a nomination for Rotary Club of Leesburg, Florida Officer of the Year.

3. APPOINTMENTS

- 3.1** Appointment to Historic Preservation Board - Dorothy Stevenson

Moved by Vice Mayor Lee, seconded by Commissioner Cobb, to approve the appointment of Dorothy Stevenson to the Historic Preservation Board for a partial term. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

4. AUDIENCE TO BE HEARD

- 4.1** Cindy Newton addressed the Commission to invite the public to a Lake County presentation of Charles Marohn's book *Strong Towns*.

Gail Isaac Thomas thanked the Commission for prayers and condolences on the passing of her brother. She informed the Commission of a comedy show planned for June 18th at the Eustis Community Center and tickets will be sold.

5. CONSENT AGENDA

- 5.1** Resolution Number 22-31: Annexation Agreement and Developer's Agreement to provide water service outside the City Limits (37153 County Road 452)
- 5.2** Resolution Number 22-32: Annexation agreement and developer's agreement to provide water service outside the city limits (16909 Cumbermoore Lane)
- 5.3** Resolution Number 22-33: Supporting application for a small matching grant from the Department of State, Division of Historical Resources.
- 5.4** Resolution Number 22-34: Disposal of City-Owned Residential Property located at 221 North Mary Street
- 5.5** Resolution 22-35: Emergency Management Plan Update

Moved by Vice Mayor Lee, seconded by Commissioner Cobb, to approve the Consent Agenda as submitted. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

6. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

- 6.1** Resolution Number 22-30: All County Collision (25 S Bay St) Conditional Sign

Derek Schroth, City Attorney, announced Resolution Number 22-30: A resolution of the City Commission of the City of Eustis, Florida; approving a conditional sign for All County Collision at 25 South Bay Street to permit a 24.75-square foot projecting sign in the urban center design district that is less than eight feet from the ground to the bottom of the sign.

Heather Croney, Senior Planner, reviewed the conditional sign request, pertinent site information, and code violation case. A permit was not applied for nor obtained prior to erecting the sign. The sign does not meet the City's Land Development Regulations. The sign is larger than allowed by code and mounted on the wall of the building lower than code allows. The projecting sign is located at the NE corner of Bay and Citrus. This property is just over half an acre and in the central business district and urban center design district. Staff reviewed the application and had no major concerns. The Commission may place conditions on approval or deny the application. She stated approval would grant special privilege that is compatible with the environment; the sign could be an obstruction due to height; however, the sign is not in the public right of way. She confirmed the property was posted and noticed as required.

The Commission expressed no significant issues with the signage, where it is located on the corner and does not see the potential for other signage as an

option. The Commission questioned the safety regarding the height of the sign. The Commission noted that approval could set a precedent; a double permit fee may apply due to not obtaining a permit initially.

Mr. Schroth opened the public hearing at 6:26 p.m.

Ryan DeMarco apologized for not getting a permit. He indicated he could move the sign and exterior light higher, if needed, but does not see another way for signage. He explained the shop protrudes in front of the office, and the side of the building would hide the sign.

There being no further comment, the hearing was closed at 6:28 p.m.

Mr. Schroth asked if the Commission wished to postpone the vote to another day when a full Commission is present; the Commission indicated that the vote may proceed.

Moved by Commissioner Cobb, seconded by Vice Mayor Lee, to approve Resolution Number 22-30. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

- 6.2** Ordinance Number 22-10 for 2022-A-02 Voluntary Annexation
Ordinance Number 22-11 2022-CPLUS-02 Comprehensive Plan Amendment
Ordinance Number 22-12 Assignment of Design District
All for Property Located North of CR 44 Approximately 1,000 Feet East of South Fish Camp Road (Alternate Key Numbers 3395948 and 1407877) - First Reading

Mr. Schroth read Ordinance Number 22-10 by title on first reading: An ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 16.28 acres of real property at alternate key numbers 3395948 and 1407877, on the North side of County Road 44, East of South Fish Camp Road.

Jeff Richardson, Deputy Director of Development Services, reviewed the requested annexation and future land use. The property is consistent with existing land uses. The location of the property is surrounded by single family residential to South and North. The property is currently wooded and not in the wetlands; there should be no environmental concerns. The requested future land use designation is suburban residential which allows up to two single family attached and detached building types. Future land use has been evaluated and compatible with designation. The annexation is consistent with the comprehensive plan. He stated staff recommends approval.

Mr. Schroth opened the public hearing at 6:34 p.m.

Ivan Obelar commented on the growth of the City, increased traffic, and higher number of cars. He understood urbanization, but cautions this growth and its effect on property taxes and availability of amenities.

Mayor Holland commented that property owners within a 500 foot radius of properties are notified; he encouraged the public to use the City website as a

resource for updates and information. At this time, the Commission is only considering the annexation; the developer will present details for housing at a later date. He added that City staff, Lake County staff and the Lake County school board and government work together through the process.

There being no further comment, the hearing was closed at 6:40 p.m.

Mr. Schroth commented if the Commissioners were inclined to not approve the item and the following two ordinances, then he suggested to refer it to another meeting and continue the item, but if all are in consensus then he suggested the Commissioners move forward.

CONSENSUS: It was a consensus of the Commission to move forward.

Moved by Vice Mayor Lee, seconded by Commissioner Cobb, to approve Ordinance Number 22-10 on first reading. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

6.3 Ordinance Number 22-11 2022-CPLUS-02 Comprehensive Plan Amendment

Mr. Schroth read Ordinance Number 22-11 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis comprehensive plan pursuant to 163.3187 F.S.; changing the future land use designation of approximately 16.28 acres of recently annexed real property at alternate key numbers 3395948 and 1407877, on the north side of County Road 44, East of South Fish Camp road from urban low in Lake County to suburban residential in the City of Eustis.

Mr. Schroth opened the public hearing at 6:41 p.m. There being no comment, the hearing was closed at 6:41 p.m.

Moved by Vice Mayor Lee, seconded by Commissioner Cobb, to approve Ordinance Number 22-10 on first reading. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

6.4 Ordinance Number 22-12 Assignment of Design District

Mr. Schroth announced Ordinance Number 22-12 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the suburban neighborhood design district designation to approximately 16.28 acres of real property on the north side of County Road 44, east of South Fish Camp Road.

Mr. Schroth opened the public hearing at 6:42 p.m. There being no comment, the hearing was closed at 6:43 p.m.

Note: After the vote, Mayor Holland commented that Commissioner Hawkins was present at the LPA meeting prior to the City Commission meeting and raised no objections during the meeting.

Moved by Commissioner Cobb, seconded by Vice Mayor Lee, to approve Ordinance Number 22-10 on first reading. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

- 6.5** Ordinance Number 22-13 – Voluntary Annexation
Ordinance Number 22-14 – Comprehensive Plan Amendment
Ordinance Number 22-15 – Design District Assignment
All for property located on Joleen Drive

Mr. Schroth read Ordinance Number 22-13 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 0.36 acres of real property at alternate key number 1723183, on the south side of Joleen drive, west of Abrams Road.

Jeff Richardson, Deputy Director of Development Services, reviewed the requested voluntary annexation of Joleen Drive. This property annexation would begin to close a small enclave. He stated the requested future land use designation would change the property from urban low in Lake County to suburban residential in the City with a design district designation of suburban neighborhood. The designations would allow a single family detached dwelling. No environmental concerns. The property consists of two lots and will remain two lots. The level of service is not affected. He stated the request is consistent with the Comprehensive Plan and Land Development Regulations. He stated staff recommends approval.

The Commission had no questions.

Mr. Schroth opened the public hearing at 6:47 p.m. There being no public comment, the hearing was closed at 6:47 p.m.

Mr. Schroth confirmed that the Commission wished to move forward as with the previous ordinances.

CONSENSUS: It was a consensus of the Commission to move forward.

Moved by Vice Mayor Lee, seconded by Commissioner Cobb, to approve Ordinance Number 22-13 on first reading. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

- 6.6** Ordinance Number 22-14 - Comprehensive Plan Amendment

Mr. Schroth read Ordinance Number 22-14 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis comprehensive plan pursuant to 163.3187 F.S.; changing the future land use designation of approximately 0.36 acres of recently annexed real property at alternate key number 1723183, on the South side of Joleen Drive, west of Abrams Road from urban low in Lake County to suburban residential in the City of Eustis.

Mr. Schroth opened the public hearing at 6:48 p.m. There being no public

comment, the hearing was closed at 6:48 p.m.

Moved by Commissioner Cobb, seconded by Vice Mayor Lee, to approve Ordinance Number 22-13 on first reading. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

6.7 Ordinance Number 22-15 Design District Assignment

Mr. Schroth read Ordinance Number 22-14 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the suburban neighborhood design district designation to approximately 0.36 acres of real property on the south side of Joleen Drive, West of Abrams Road.

Mr. Schroth opened the public hearing at 6:49 p.m. There being no public comment, the hearing was closed at 6:49 p.m.

Moved by Vice Mayor Lee, seconded by Commissioner Cobb, to approve Ordinance Number 22-13 on first reading. Motion carried by the following votes:

Ayes: Commissioner Cobb, Vice Mayor Lee, and Mayor Holland

7. FUTURE AGENDA ITEMS

- 7.1** Mayor Holland stated the previously requested cemetery update would be moved to a future agenda and noted to Vice Mayor Lee that Police Chief Capri is working on a sign ordinance.

Vice Mayor Lee commented on her progress with her request for designated classes for homeowners of the homes being improved through the City's rehab program. She emphasized that educating and expanding the knowledge of the homeowner is important.

8. COMMENTS

8.1 City Commission

Vice Mayor Lee congratulated Eustis residents for the community service awards, Commissioner Cobb, Lance Pauli, Jose Sanchez, and Isaac Dietz.

Commissioner Cobb reported she met last week with Rick Gierok, Public Works Director, for an update on the landscaping for the islands. They are working with Ramon on types of plants and exploring costs for this main corridor through Eustis.

Vice Mayor Lee commented on the CRA meeting for Palmetto Plaza which was held at the Garden Center stating she felt the meeting went well and was very productive providing direction to move forward.

Mayor Holland indicated that Tom Carrino, City Manager, was attending his son's graduation that evening.

Commissioner Cobb stated she spoke with Heather Croney, Senior Planner, regarding progress at Southern Palms with a white fence and landscaping.

8.2 City Manager

Bill Howe, acting City Manager for the evening, was asked by Commissioner Hawkins to bring to the Commission's attention the option of adding a fifth home to the list of four homes previously approved by the Commission for improvements with the Lake Community Action Agency. The home is located at 19 Cardinal Drive with high energy bills and in need of improvements. The application was previously submitted in May 2021. The Commission agreed to move forward.

8.3 City Attorney - None

8.4 Mayor

Mayor Holland expressed congratulations to Commissioner Cobb and the other Eustis residents for receiving the Community Service awards. He announced that the City held its Employee luncheon honoring employees; one employee was a 35 year honoree. He congratulated Eustis High School and Alee Academy graduates and encouraged students to move on to college. He encouraged the audience to cheer on the Lady Panthers softball team Friday night at 7:00pm at the stadium on Golf Links. He then thanked the public for working as one community to grow wisely. He stated the City Commission reads, listens and meets with County and State officials to make decisions; there are state mandates the City has to follow with development but the Commission listens to residents.

9. ADJOURNMENT: 6:58 P.M.

These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to www.eustis.org and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.

CHRISTINE HALLORAN
City Clerk

MICHAEL L. HOLLAND
Mayor/Commissioner



City of Eustis

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Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: EUSTIS FIRE DEPARTMENT BADGE PINNING CEREMONY

Introduction:

Fire Chief Mike Swanson will recognize five Fire Department personnel in a formal badge pinning ceremony.

Background:

The following Eustis Fire Department personnel will be recognized:

- Lieutenant/Paramedic Jordan Burkholder
- Engineer/Paramedic Tanner Long
- Engineer/Paramedic Chris Weathington
- Engineer/Paramedic Adam Nelson
- Firefighter/Paramedic Stephanie Brunson

Reviewed by:

Tom Carrino, City Manager
Christine Halloran, City Clerk

Approved - 25 May 2022
Approved - 27 May 2022



City of Eustis

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Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, Interim City Manager
DATE: June 2, 2022
RE: PRESENTATION BY LAKE SUMTER STATE COLLEGE PRESIDENT -
HEATHER BIGARD

Introduction:

Heather Bigard, the new Lake Sumter State College President, has asked to give a presentation to the Commission.

Reviewed by:



City of Eustis

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Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, Interim City Manager
DATE: June 2, 2022
RE: PRESENTATION BY LAKE COUNTY SCHOOL BOARD REGARDING
BALLFIELD IMPROVEMENTS AND KURT AND GOLF LINKS

Introduction:

The Lake County School Board has asked to give a presentation to the Commission regarding improvements to their ballfields at Kurt and Golf Links.

Reviewed by:



City of Eustis

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Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: ACCEPTANCE OF CAPITAL IMPROVEMENT PLAN (CIP) 2023-2027

Introduction:

This report seeks acceptance of the City of Eustis Five Year Capital Improvement Plan (CIP) FY2023-2027.

Background:

See attached Staff Report.

Attachments:

[Staff Report - Accept CIP FY2023-27](#)

Reviewed by:

Tom Carrino, City Manager
Christine Halloran, City Clerk

Approved - 27 May 2022
Approved - 27 May 2022



City of Eustis

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TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: JUNE 2, 2022

RE: ACCEPTANCE OF CAPITAL IMPROVEMENT PLAN (CIP) 2023-2027

Introduction:

This report seeks acceptance of the City of Eustis Five Year Capital Improvement Plan (CIP) FY2023-2027.

Background:

The Five-Year CIP identifies five years of capital improvement needs for the City of Eustis. The plan includes major capital projects and acquisitions of over \$25,000 with a useful life of five or more years. It also includes repair and maintenance projects when the cost meets the budget threshold.

Department Directors provided updated information on projects previously submitted for the CIP as well as new project needs and evaluated those projects based on current economic conditions, requirements of the Comprehensive Plan, requirements to implement the City's Strategic Plan, the need to expand City service levels and the need to meet renewal and replacement demands on existing infrastructure. Department Heads reviewed the CIP submittals and prioritized the projects based on the following criteria:

1. Risk
 - a. Eliminates a current or future safety concern
 - b. Addresses a hazardous condition
 - c. Replaces or updates equipment or facilities that are not efficient or functionally serving their intended purpose
 - d. Meets pending compliance requirements from other agencies
 - e. Maintains City assets at a level adequate to protect the City's investment and minimize future maintenance and replacement costs (This would include Comprehensive Plan service level deficiencies)
2. Return on Investment
 - a. Highly visible projects
 - b. The benefit of the project outweighs the cost of the project within a short period of time
 - c. Project has the potential to generate economic development
3. Level of Service Maintenance
 - a. Projects that need to be completed to maintain the City's desired service levels

4. Improved Level of Service

- a. Projects that provide a new service or improve the current level of service based on increased demand

The Finance Department used a conservative approach to forecast capital revenue by analyzing collections for the past five years for trends and economic fluctuations. Based on that analysis, the anticipated revenue and expenditures are as follows:

- Sales Tax Fund, CRA, Stormwater, and Water & Sewer revenue projections going forward include a 0% increase per year for FY 22/23 and 23/24 due to inflation.
- Stormwater, Water & Sewer revenue projections going forward include a 2% and 3% respectfully increase per year for FY 24/27 due to new subdivision revenue.
- Expenditures projections going forward include a 5% increase per year for all funds for FY 22/23 and 23/24 due to inflation.
- Expenditures projections going forward include a 3% increase per year for all funds for FY 24/27 due to inflation projected easing.

Some of the major projects included in the plan are the following:

- Bates Main WWTP Expansion - Wastewater Department
- Coolidge Sewer Main Expansion -Wastewater Department
- Coolidge Water Main Expansion - Water Department
- Eastern Area Expansion Engineering - Water Department
- Water Department Office & Compound CR44 - Water Department
- Lift Station 9 Rehabilitation – Wastewater Department
- Holding Pond Improvements – Wastewater Department
- Main WTP Expansion - Wastewater Department
- Carver Park Improvements – Parks & Recreation Department
- Heathrow WTP Ground Storage Tank - Wastewater Department
- Vehicles Replacement – Police Department
- Street Resurfacing Citywide – Public Works Department
- Sidewalk Replacements – Public Works Department
- Sewer Cleaning Truck - Wastewater Department
- Sorrento Pines Waterline and Reclaimed Water – Water Department

The CIP development is an annual process that allows the City to evaluate projects considering changing conditions and shifting priorities. Staff reviewed the plan. This final version is now presented for adoption.

The FY 2022-23 capital projects will be included with the proposed annual operating budget in September 2022.

Prepared By:

Nailya Harnisch, Deputy Finance Director

Reviewed By:

Mike Sheppard, Finance Director

Attachment: City of Eustis Capital Improvement Plan FY 2023-2027



City of Eustis

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Staff Report

TO: City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: RESOLUTION NUMBER 22-37: PURCHASE IN EXCESS OF \$50,000 FOR THE WATER SYSTEM MASTER PLAN

Introduction:

Resolution Number 22-37 approves an expenditure of \$120,000 for the Water System Master Plan to Wright-Pierce Engineering and authorizes the City Manager to execute all agreements and contracts relating to this project.

Background:

The City of Eustis currently operates three public water systems (PWS) permitted through the Florida Department of Environmental Protection (FDEP). There are three water service areas: Main, Eastern and Heathrow. The Main Service Area is served from four treatment plants and over 160 miles of distribution piping.

The latest Water Master Plan edition was prepared in 2017. Since that time, there has been significant improvements to the water system including the Ardice Water Treatment Plant modifications. This project has significantly changed the hydraulics of the system by removing the elevated water tank and adding a ground storage tank and hydropneumatic tank. The hydraulic model needs to be reworked along with the Master Plan forecasted for the next twenty years. The intent of this Master Plan update project is to update our hydraulic model and set forth a phased program of system improvements which will supply an adequate potable water supply and distribution capacity to serve the City's planned needs over the next twenty years.

Wright-Pierce Engineering is currently under contract with the City through our Continuing Professional Services Contract, procured under RFQ #002-18. Their proposal for this work is in a Lump Sum amount of \$120,000. The scope of services for this project includes the following tasks:

- Task 1: Project Administration and Meetings
- Task 2: Data Collection and Site Visits
- Task 3: Model Updates and Calibration
- Task 4: Existing WDS Evaluations and Recommended Improvements

- Task 5: Future Demand Allocations, WDS Evaluations and Recommended Improvements
- Task 6: WTP Planning Level Evaluation
- Task 7: Capital Improvement Plan Development
- Task 8: Master Plan Update Report

Recommended Action:

Staff recommends approval of Resolution Number 22-37.

Policy Implications:

N/A

Alternatives:

Alternatives:

1. . Approve Resolution Number 22-37
2. . Deny Resolution Number 22-37

Discussion of Alternatives:

Alternative 1 approves the Resolution.

Advantages:

- The City Staff will have an engineering consultant with the expertise and the experience that is needed to provide a 20-year plan to ensure safe drinking water at the forecasted future capacity requirements.
- **Disadvantages:**
 - None.

Alternative 2 denies the Resolution.

Advantages:

The City would not expend \$120,000 for an engineering consultant on a highly technical project.

Disadvantages:

This project requires Engineering services to ensure a successful end product.

Reviewed By:

Greg Dobbins – Deputy Director of Public Works - Utilities

Sally Mayer, Administrative Assistant – Public Utilities

Prepared By:

Rick Gierok, P.E. - Director of Public Works / City Engineer

Attachments:

- Resolution Number 21-37
- Upon Request: Wright Pierce Engineering Proposal for Water System Master Plan Update

Budget Impact:

The approved FY21-22 CIP has a budget of \$535,000 for engineering services for our utility expansion under 042-8600-533-66-50. The services covered under this account include this Water Master Plan (\$120,000); as well as, the Coolidge Bypass Engineering Project (\$134,500); GIS Modeling Assistance (\$40,000); and forthcoming Wastewater Master Plan (est. \$150,000). There is no budget transfer needed for this project nor planned for the remaining services included in the engineering expansion efforts.

Budget Amount: 042-8600-533-66-50 \$535,000

Design Projects:

Res 22-37 - Water Master Plan	\$120,000
Res 22-39 - Coolidge St Utility Improvements	\$134,500
Res 22-38 - GIS Modeling Assistance	\$ 40,000
Pending - Wastewater Master Plan	\$150,000 estimated

Total Fees: \$444,500

Remaining Fees: \$ 90,500

Attachments:

[Resolution No. 22-37](#)

Reviewed by:

Tom Carrino, City Manager

Christine Halloran, City Clerk

Approved - 27 May 2022

Approved - 27 May 2022

RESOLUTION NUMBER 22-37

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF \$50,000 FOR ENGINEERING SERVICES FOR THE WATER SYSTEM MASTER PLAN AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL AGREEMENTS AND CONTRACTS WITH WRIGHT-PIERCE ENGINEERING.

WHEREAS, the City desires to update Eustis' Water System Master Plan to serve the City's needs over the next twenty years; and

WHEREAS, the City's approved 2021-2022 Budget includes funds for the purchase of professional engineering services for the Water System Master Plan Update; and

WHEREAS, Wright-Pierce Engineering, Inc. has submitted a proposal to assist in updating this plan; and

WHEREAS, in accordance with rates agreed to in the Continuing Services Agreement between Wright-Pierce Engineering, Inc. and the City, they are offering these engineering services for the Lump-sum amount of \$120,000; and

WHEREAS, the City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$50,000.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Lake County, Florida, that:

- (1) The City Commission hereby authorizes the City Manager to execute all agreements with Wright-Pierce Engineering for the approved purchase; and
- (2) The City Manager is hereby authorized to approve a purchase in excess of \$50,000 for assisting with updating the Eustis Water System Master Plan, utilizing budgeted funds from account number 042-8600-533-66-50; and
- (3) The Purchasing Department is hereby authorized to complete the transaction in accordance with this resolution; and
- (4) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 2nd day of June, 2022, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 3rd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-37 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: RESOLUTION NUMBER 22-38: PURCHASE IN EXCESS OF \$50,000 FOR AMENDMENT #1 TO THE GIS ON-CALL SERVICES CONTRACT

Introduction:

Resolution Number 22-38 approves an expenditure of \$40,000 for the GIS On-call Services Contract to Wright-Pierce Engineering and authorizes the City Manager to execute all agreements and contracts relating to this project.

Background:

The City of Eustis currently utilizes Wright-Pierce Engineering to serve as a “GIS Mentor” for City Staff. Purchase Order #22-01070 authorized On-call services on an hourly basis to evaluate and make recommendations to our current GIS program for a not-to-exceed price of \$25,000. This has been very successful for city staff and newly hired staff to receive training and problem-solving help from a very experienced consultant.

The Florida Department of Environmental Protection’s new wastewater regulations include the development of sewer mapping and information system within a GIS structure. Using an experienced consultant to assist the City will ensure we are using the best possible technology and format for developing our utility assets in GIS.

As we proceed with our Water Master Plan and Wastewater Master Plan projects, staff will need assistance with the inputting of our current systems into a GIS format. Resolution Number 22-38 will amend PO #22-01070 to add an additional \$40,000 of manhours to assist Staff in updating the GIS utility system.

Recommended Action:

Staff recommends approval of Resolution Number 22-38.

Policy Implications:

N/A

Alternatives:

Alternatives:

1. . Approve Resolution Number 22-38
2. . Deny Resolution Number 22-38

Discussion of Alternatives:

Alternative 1 approves the Resolution

Advantages:

City Staff will have continued support for the GIS Department in the building of the City's utility models.

Disadvantages:

None.

Alternative 2 denies the Resolution.

Advantages:

The City would not expend \$40,000 for an engineering consultant on a highly technical project.

Disadvantages:

This project requires expertise to ensure a successful end product and staffing that exceeds current City staff's capabilities.

Reviewed By:

Greg Dobbins – Deputy Director of Public Works - Utilities

Sally Mayer, Administrative Assistant – Public Utilities

Prepared By:

Rick Gierok, P.E. - Director of Public Works / City Engineer

Attachments:

- Resolution Number 21-38
- Upon Request: Wright Pierce Engineering Amendment #1 to GIS On-call Services Contract

Budget Impact:

The approved FY21-22 CIP has a budget of \$535,000 for engineering services for our utility expansion under 042-8600-533-66-50. The services covered under this account include this GIS Modeling Assistance (\$40,000), as well as, Coolidge Bypass Engineering Project (\$134,500); the Water Master Plan (\$120,000); and forthcoming Wastewater Master Plan (est. \$150,000). There is no budget transfer needed for this project nor planned for the remaining services included in the engineering expansion efforts.

Budget Amount: 042-8600-533-66-50 \$535,000

Design Projects:

Res 22-38 - GIS Modeling Assistance	\$ 40,000
Res 22-39 - Coolidge St Utility Improvements	\$134,500
Res 22-37 - Water Master Plan	\$120,000

Pending: - Wastewater Master Plan	\$150,000 estimated
Total Fees:	\$444,500
Remaining Fees:	\$ 90,500

Attachments:

[Resolution No. 22-38](#)

Reviewed by:

Tom Carrino, City Manager
Christine Halloran, City Clerk

Approved - 27 May 2022
Approved - 27 May 2022

RESOLUTION NUMBER 22-38

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF \$50,000 TO MODIFY P.O. #22-01070 WITH AMENDMENT #1, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL AGREEMENTS AND CONTRACTS WITH WRIGHT-PIERCE ENGINEERING.

WHEREAS, the City desires to upgrade Eustis' GIS utility program in accordance with new FDEP regulations; and

WHEREAS, the City's approved 2021-2022 Budget includes funds for the purchase of professional engineering services for the GIS System's Utility Mapping and Information System Improvements; and

WHEREAS, Wright-Pierce Engineering, Inc. is currently offering On-call services to evaluate our current GIS program through Purchase Order #22-01070 for the NTE price of \$25,000; and

WHEREAS, Wright-Pierce Engineering, Inc. has submitted a proposal to assist in developing the City's utility assets in the GIS system; and

WHEREAS, in accordance with rates agreed to in the Continuing Services Agreement between Wright-Pierce Engineering, Inc. and the City, they are offering these engineering services for the additional sum amount of \$40,000; and

WHEREAS, the City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$50,000.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Lake County, Florida, that:

- (1) The City Commission hereby authorizes the City Manager to execute all agreements with Wright-Pierce Engineering for the approved purchase; and
- (2) The City Manager is hereby authorized to approve a purchase in excess of \$50,000 for Amendment #1 of P.O. No. 22-01070 for the procurement of additional manhours to assist with updating the City's GIS system, utilizing budgeted funds from account number 042-8600-533-66-50; and
- (3) The Purchasing Department is hereby authorized to complete the transaction in accordance with this resolution; and
- (4) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 2nd day of June, 2022, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 2nd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 22-38 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Resolution No. 22-38
Approval of Purchase in Excess of \$50,000 for Updating GIS Utility System



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: RESOLUTION NUMBER 22-39: PURCHASE IN EXCESS OF \$50,000 FOR COOLIDGE STREET UTILITY IMPROVEMENTS DESIGN

Introduction:

Resolution Number 22-39 approves an expenditure of \$134,500 for the Coolidge Street Utility Improvements Design to Wright-Pierce Engineering and authorizes the City Manager to execute all agreements and contracts.

Background:

Coolidge Street is a non-continuous road between Bates Avenue and Getford Road. The City has limited utilities along this route consisting of a 6-inch diameter PVC water main along the Coolidge Street corridor from Suanee Avenue to Virginia Avenue. Additionally, some of the cross streets are served by 2-inch diameter polyethylene or galvanized water service. From a wastewater perspective, the homes in this neighborhood are served by septic systems. The City desires to improve the utility services along Coolidge Street while adding the looped system expansion as previously identified in the Sewer Master Plan prepared in 2012.

Preliminarily, the City has indicated that it would like to install an 8-inch diameter water main and 12-inch diameter gravity sewer and manholes along Coolidge Street. The 8-inch diameter water main would be connected at either end to enhance the City's looped system (approximately 2,700 linear feet of water main). The existing 6-inch diameter PVC water main would remain in place.

The sanitary collection along Bates Avenue flows through an 8-inch gravity sewer line. In addition, the force mains from Lift Station (LS) 25 (Park Place) and LS 28 (SR 44B) tie into the gravity system at the Cricket Hollow subdivision and then into the same 8-inch gravity main. This 8-inch main is nearing capacity and the City desires to redirect some of this flow into a new gravity line installed within the Coolidge Street corridor to off-load the 8-inch gravity main.

Wright-Pierce Engineering is currently under contract with the City through our Continuing Professional Services Contract procured under RFQ #002-18. Their proposal for this work is in a Lump Sum amount of \$134,500. The scope of services for this project includes the following tasks:

- Task 1: Kick Off Meeting, Site Visit & Data Evaluation
- Task 2: Field Investigation
- Task 3: Focused Sewer & Water Modeling
- Task 4: 30% Design Phase
- Task 5: 90% Design Phase
- Task 6: 100% Design Phase/Bidding Documents
- Task 7: Permitting Services
- Task 8: Bidding Phase Services

Recommended Action:

Staff recommends approval of Resolution Number 22-39

Policy Implications:

N/A

Alternatives:

Discussion of Alternatives:

. Alternative 1 approves the Resolution.

Advantages:

- The City Staff will have an engineering consultant with the expertise and the experience that is needed [to plan and design the improvements needed for upgrading the Coolidge Street utility requirements.](#)

Disadvantages:

- None.

Alternative 2 denies the Resolution.

Advantages:

The City would not expend fees for an engineering consultant on a highly technical project.

Disadvantages:

This project requires Engineering services to ensure a successful end product.

Reviewed By:

Greg Dobbins – Deputy Director of Public Works - Utilities
Sally Mayer, Administrative Assistant – Public Utilities

Prepared By:

Rick Gierok, P.E. - Director of Public Works / City Engineer

Attachments:

- Resolution Number 22-39
- Upon Request: Wright Pierce Engineering Proposal for Coolidge Street Utility Improvements

Budget Impact:

The approved FY21-22 CIP has a budget of \$535,000 for engineering services for our utility expansion under 042-8600-533-66-50. The services covered under this account include this Coolidge Bypass Engineering Project (\$134,500) as well as the Water Master Plan (\$120,000), GIS Modeling Assistance (\$40,000), and forthcoming Wastewater Master Plan (est. \$150,000). There is no budget transfer needed for this project nor planned for the remaining services included in the engineering expansion efforts.

Budget Amount: 042-8600-533-66-50 \$535,000

Design Projects:

Res 22-39 - Coolidge St Utility Improvements	\$134,500
Res 22-37 - Water Master Plan	\$120,000
Res 22-38 - GIS Modeling Assistance	\$ 40,000
Pending: - Wastewater Master Plan	\$150,000 estimated

Total Fees: \$444,500

Remaining Fees: \$ 90,500

Attachments:

[Resolution No. 22-39](#)

Reviewed by:

Tom Carrino, City Manager
Christine Halloran, City Clerk

Approved - 27 May 2022
Approved - 27 May 2022

RESOLUTION NUMBER 22-39

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF \$50,000 FOR ENGINEERING SERVICES FOR THE COOLIDGE STREET UTILITY IMPROVEMENTS DESIGN; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL AGREEMENTS AND CONTRACTS WITH WRIGHT- PIERCE ENGINEERING.

WHEREAS, the City desires to improve the utility services in the eastern area of Eustis; and

WHEREAS, the City needs to install an 8-inch diameter water main and 12-inch diameter gravity sewer and manholes to ensure forecasted future capacity requirements; and

WHEREAS, the City's approved 2021-2022 Budget includes funds for the purchase of engineering design services for the Coolidge Street Utility Improvements Project; and

WHEREAS, Wright-Pierce Engineering, Inc. submitted a proposal to assist in this project's engineering design; and

WHEREAS, in accordance with rates agreed to in the Continuing Services Agreement between Wright-Pierce Engineering, Inc. and the City, they are offering these engineering design services for the lump sum amount of \$134,500; and

WHEREAS, the City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$50,000.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Lake County, Florida, that:

- (1) The City Commission hereby authorizes the City Manager to execute all agreements with Wright-Pierce Engineering for the approved purchase; and
- (2) The City Manager is hereby authorized to approve a purchase in excess of \$50,000 for the procurement of engineering design services for the Coolidge Street Utility Improvements Design utilizing budgeted funds from account number 042-8600-533-66-50; and
- (3) The Purchasing Department is hereby authorized to complete the transaction in accordance with this resolution; and
- (4) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 2nd day of June, 2022, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 2nd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 22-39 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: RESOLUTION NUMBER 22-36: PRELIMINARY SUBDIVISION PLAT FOR PINE MEADOWS RESERVE SUBDIVISION

Introduction:

Resolution Number 22-36 approves a Preliminary Subdivision Plat for Pine Meadows Reserve

Background:

Pine Meadows Reserve Preliminary Subdivision Plat is the first design approval step for a 548-lot mixed-product single-family residential subdivision located on the north and south sides of Pine Meadows Golf Course Road, with frontage on County Road (CR) 44. The Pine Meadows Reserve Preliminary Subdivision Plat proposes 548 lots on 240.43 acres with a net density of 3.69 dwelling units per acre.

The Preliminary Subdivision Plat has been reviewed by for consistency with the Planned Unit Development approved by City Commission under Ordinance Number 22-05 for the Planned Unit Development Overlay / Master Plan, City Land Development Regulations and the City Comprehensive Plan for those items pertaining to Preliminary Subdivisions. The Preliminary Subdivision Plat has been found consistent with the approved City ordinances, plans and regulations.

The process, to date, for the Pine Meadows Reserve project is as follows:

1. On May 18, 2021, Development Services facilitated a Community Meeting to review the proposed development. At that time, the concept plan proposed 578 units. Property owners within 500-feet were invited by mail, the meeting was advertised in the Daily Commercial and signs were posted on the project site. Eighteen members of the public attended the meeting.
2. On August 19, 2021, the City Commission approved a concept plan for the project via Resolution Number 21-61, which the concept plan proposed 578 units.
3. On December 21, 2022, the Development Review Committee reviewed and recommended approval of this Pine Meadows Reserve Planned Unit Development, a 548-unit mixed-product subdivision for submittal to the City Commission subject to minor revisions to address remaining comments, which revisions have been submitted.

4. On February 17, 2022, the City Commission held a first reading hearing for the consideration of the Pine Meadows Reserve Planned Unit Development. The City Commission approved the Pine Meadows Reserve Planned Unit Development via Ordinance Number 22-05.
5. On March 3, 2022, the City Commission held a second reading hearing for the consideration of the Pine Meadows Reserve Planned Unit Development. The City Commission approved the Pine Meadows Reserve Planned Unit Development via Ordinance Number 22-05.
6. The application for Preliminary Subdivision Plat approval was made December 3, 2021. The Development Review Committee began Preliminary Subdivision Plat review after the City Commission approved the Planned Unit Development.
7. On April 11, 2022 the Development Review Committee reviewed and recommended approval of the Preliminary Subdivision Plat for the Pine Meadows Reserve Preliminary Subdivision Plat with additional permitting items to be review with the Final Engineering & Construction Plans (details in staff report by Development Services)
8. This City Commission meeting on June 2, 2022 to consider approval of the Preliminary Subdivision Plat.

Recommended Action:

Administration recommends approval of Resolution Number 22-36 for the Pine Meadows Reserve Preliminary Subdivision Plat.

Alternatives:

Approve Resolution Number 22-36

Deny Resolution Number 22-36

Budget Impact:

There would be no direct cost to the City associated with the action other than providing standard City services to the development. There would be no additional staff time beyond the normal plan review process and building inspection. Upon end user development, the City would realize increased tax revenue.

Attachments:

[Pine Meadows Preliminary Subdivision Plan \(S&S\) Sheet 3.3](#)

[Pages from 2022-2-17 Minutes Pine Meadows Excerpt](#)

[Pages from 2022-3-3 Minutes Pine Meadows Excerpt](#)

[Resolution No. 22-36](#)

[Staff Report Resolution 22-36](#)

Reviewed by:

Jeff Richardson, Deputy
Development Services Director

Approved - 26 May 2022

Mike Lane, Director

Approved - 26 May 2022

Tom Carrino, City Manager

Approved - 27 May 2022

Christine Halloran, City Clerk

Approved - 27 May 2022



Ms. Barnes reviewed the proposed design district designation of Suburban Neighborhood for property proposed for annexation located on Suanee Avenue. She explained that the Commission approved Ordinances 22-01 annexing the property and 22-02 assigning the future land use designation on first reading; however, the design district ordinance was denied. She explained that action rendered the property as undevelopable. At the February 3rd meeting, the applicant requested that Ordinance 22-03 be reconsidered on first reading and the Commission voted to rehear Ordinance 22-03 and to postpone second readings of Ordinances 22-01 and 22-02 to March 3rd.

Ms. Barnes explained the Suburban Neighborhood designation is consistent with that area of the City. She stated the Land Development Regulations require that a consistent transect is applied when assigning design district designations. She indicated that the Suburban Neighborhood would be the applicable designation for the subject property. She explained why the other designations would not be appropriate for that site and why Suburban Neighborhood is applicable. She stated staff's recommendation for approval and indicated the related ordinances are also compatible and consistent with the joint planning area. She noted that staff received one email regarding the request; however, it did not indicate opposition or support but linked to an excerpt from the City's historic preservation report that was done for the east town neighborhood in the 1990's.

Mr. Schroth opened the public hearing at 7:32 p.m.

Cindy Newton indicated she is the one that sent the link to the historic preservation report and reviewed a history of Rosenwald Gardens and the area.

The following individuals expressed opposition to the development citing the number of homes proposed, the street being a dead-end street, the need for additional green space and better roads and sidewalks and the number of children in the immediate area of the site: 1) Patricia Moore; 2) Bryan Broomfield; 3) Madelyn Love; and 4) Michael Kennedy.

There being no further public comment, the hearing was closed at 7:42 p.m.

At that time, no motion was forthcoming; therefore, the ordinance died for lack of a motion.

5.10 Ordinance Number 22-05: Planned Unit Development Overlay and Planned Unit Development Master Plan for Pine Meadows Reserve

Mr. Schroth read Ordinance Number 22-05 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida; approving a Planned Unit Development (PUD) Overlay for Pine Meadows Reserve pursuant to Section 102-29 and 109-2.8 of the Land Development Regulations; approving a planned unit development (PUD) master plan for a 548-lot mixed-product single family residential subdivision on 240.43 gross acres on the north and south sides of Pine Meadows Golf Course Road, establishing permitted uses and development standards, providing for a phasing plan, providing for conditions of approval, providing for severability and an effective date.

Ms. Barnes reviewed the requested PUD overlay and master plan for the Pine

Meadows Reserve. She stated the request is for a 548 unit mixed-product residential subdivision to be completed in three phases. She reported on the May 18, 2021, community meeting held on behalf of the applicant. She stated the applicant did make some changes to the plan based on those comments. She stated the concept plan was presented on August 19, 2021 and proposed 578 lots at that time. She explained the location of the proposed development and indicated it is not located with the Wekiva Study Area. She further explained how the Rural Neighborhood Design District will govern the development of the site to protect the natural resources. She reviewed the conservation design process and how it was used to develop the site plan. She then reviewed the community characteristics including the density, open space, impervious surface area, park space and landscape buffers and how the proposal compares to the minimums and maximums required in the code.

Ms. Barnes then explained the use of the planned unit development overlay and how it allows the developer to provide a higher level of amenities. She further explained the required seven findings for approval of a PUD. She noted the property is an irregular shape and is bisected by Pine Meadows Country Club Road.

Ms. Barnes then reviewed the departures from the Land Development Regulations as follows: 1) Limitation of permitted uses; 2) Use of distinctive lot typologies to facilitate preservation of 138-acres of combined wetland preservation, conservation, open space and parks; 3) Minimum living area per unit of 1,000 square feet; 4) Landscape buffer to pastureland; preservation and conservation areas provide for wider separation than a 50-foot supplemented landscape buffer; and 5) Use of Miami curb instead of ribbon curb or swale.

The Commission asked what is a Miami curb with Rick Gierok, Public Services Director, explaining that Miami curbing is a concrete curb and has a small valley to channel the runoff water.

Ms. Barnes continued reviewing the requirements for approving a PUD including: 1) The existing or planned infrastructure is adequate to support the anticipated development. She indicated the City does have capacity to serve with water, sewer and reclaimed water. She stated that the primary access is to County Road 44 with right and left turn lanes and deceleration lanes with a future connection to the property to the west. She indicated that the traffic study was reviewed by the City's consultant Kimberly Horn as well as Lake County and FDOT. She commented that the County has initiated discussions with the applicant regarding dedication of the trail. She added that the DRC review determined it would not impact the level of services standards with the improvements as planned. 2) The development incorporates best management practices for stormwater management, "green" building, and water and energy efficiency. 3) The development protects, preserves, and/or manages areas of significant natural resources. She stated the project proposes 92.2 acres of wetland preservation and added that only a small portion of the site along the south entrance would have an impact on the wetland area. She added that the project will provide a 23.86 acres passive park to the south of Pine Meadows Golf Course Road and south of the conservation area and 138.22 acres will be permanently dedicated as conservation, park and open space for 57% of the total site.

Ms. Barnes provided various images of the proposed landscaping at the entrance

to CR 44, the enhanced landscaping near the tennis courts, and the landscape buffer near Fairway Drive. She noted that residents had requested that no new driveways be placed on Fairway Drive; therefore, the applicant is proposing to having a landscape buffer along Fairway. She then provided an image of the northeast portion of the site where the passive park, walking trail and conservation area will be provided.

Ms. Barnes continued reviewing the requirements for approval of a PUD stating that the arrangement of the proposed uses should better integrate future development into the surrounding neighborhood. She indicated that the applicant has provided for conservation land and open space/buffers on the periphery, clustered the dwelling units and the townhomes are strategically sited to internally maximize the distance from the existing single family residences in the area.

Ms. Barnes then stated that the phasing plan shows that each phase can act independently as well as together. She indicated that staff has reviewed the plan according to the Comprehensive Plan and cited the following: 1) The density of 3.69 du/acre is less than the maximum of 5 du/ac; 2) The proposed impervious surface of 39% is less than the maximum of 40%; and 3) the plan is consistent with the FLU Element and FLU Appendix. She indicated the site is several miles from the eastern boundary of the City's joint planning area and is south of the northern JPA boundary. She commented on Map #19 which indicates a density of 2.5 dwelling units per acre for a large portion of the Pine Meadows property. She indicated that Map #19 is inconsistent with the balance of the City's Comprehensive Plan; therefore, staff does find that the proposed density is consistent with the City's regulations.

Ms. Barnes then commented on the review per the City's Land Development Regulations stating that the project exceeds the requirements for open space and park space; provides for density and impervious surface area under the maximum, meets the rural neighborhood definition and site design criteria and meets the required findings for a PUD Overlay.

Ms. Barnes summarized the proposed plan stating that the applicant did hold a community meeting, submitted a concept plan and presented it to the Commission, the PUD has been reviewed by the Development Review Committee and was advertised and posted as required by the regulations. She noted that there will be a number of additional reviews of the project. She stated that LPG has asked to provide a presentation to the Commission regarding the project which will be presented by Heather Erwhiler.

The Commission complimented Ms. Erwhiler on their report.

Ms. Erwhiler reviewed the conceptual plan versus what is now being proposed noting they have reduced the number of lots from 578 to 548. She commented on the uniqueness of the property and the environmental sensitivity of the site. She cited the community benefits and explained how they developed the plan in order to protect the natural resources. She explained they will be having a 23 acre upland recreation area with trails that will eventually connect to the Pine Meadows Conservation Area.

Mr. Schroth opened the public hearing at 8:13 p.m.

The following individuals addressed the Commission regarding the project citing various concerns: 1) Cindy Newton; 2) Terri Roher; 3) Jill Nelson; 4) Jessica Causden; 5) Jane Hepting; and 6) Michael Kennedy.

Jim Schneider responded to the comments stating they have endeavored to meet or exceed all requirements of the City code.

There being no further public comment, the hearing was closed at 8:27 p.m.

The Commission discussed the proposed PUD noting the following: 1) That Hicks Ditch is supposed to flow north, not south, to the old muck farm in Umatilla; 2) That the proposed plan meets code requirements; and 3) that the City worked with Lake County on a specific ISBA for the site.

Mr. Schroth explained that Lake County encouraged the annexation of the property prior to Commissioners Cobb and Hawkins being elected. He noted that in 2007 the family that owned the property hired Bruce Duncan and they and the City were in negotiations for development of the site so it has been under consideration for over 15 years.

The Commission discussed the purpose of a PUD and the amount of green space and open space being provided. Comments were made regarding the applicant working to exceed the City's requirements and the amount of opposition the City keeps receiving when developers are working hard to meet the requirements. The Commission commented on how well the developer has worked on the plan. Further comments were held regarding how other communities are developing but every time a development comes to Eustis the Commission receives opposition.

The Commission discussed meetings they individually held with the area residents and cited how well the developer worked to meet the resident and Commission expectations.

The Commission commented on how the County had promised to install a traffic signal on CR 44 but never has. They encouraged residents to contact the County Commission regarding the need for the signal.

The Commission commented on the need for residents to complain to Lake County regarding the state of the County-maintained roads and regarding the areas of the City that are actually in the County that are not being maintained. They commented on the County enclaves that are in poor condition. They also noted that the City not annexing the property on Suanee leaves it to be developed under County regulations which are less stringent.

The Commission thanked Ms. Barnes for her presentation and for her work with the City noting it was her last presentation to them.

It was agreed to bring back the signage and littering codes to the next agenda.

Moved by Commissioner Cobb, seconded by Commissioner LeHeup-Smith, to approve Ordinance Number 22-05 on first reading. Motion carried by the following

votes:

Ayes: Commissioner Hawkins, Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb and Mayor Holland

6. OTHER BUSINESS

6.1 Eustis Codes Pertaining to Signage and Littering

It was agreed to postpone this item to the March 3rd Commission meeting.

7. FUTURE AGENDA ITEMS: NONE

8. COMMENTS

8.1 City Commission

Commissioner Hawkins reported on the African American Heritage Parade scheduled for Saturday at 10 a.m. to go down Bates Avenue to the Ninth Grade Center.

Commissioner Cobb reported on a meeting she had with the Northshore Neighborhood Watch noting that Public Works and the Police Department have worked on that area. She thanked Public Works for beautifying the City for Georgefest and the African American Heritage Festival.

Commissioner LeHeup-Smith reported that the Spayghetti Dinner is sold out.

Vice Mayor Lee reported on the retirement party for Wes Williams who had been employed with the City for 47 years. She noted that his retirement party was held on his 80th birthday and thanked him for his service to the community. She complimented the Eustis Community Alliance for the work they are doing at the old Resource Center.

8.2 City Manager

Mr. Carrino stated that LEAD would provide a presentation to the Commission on March 3rd. He stated that the next CRA Review Committee meeting is tentatively set for March 10th. He then asked for the Commission's feedback on whether to continue the working group meetings or hold a joint City/County Commission meeting. He indicated he could contact the Commissioners individually to get their input. He then reported that staff has developed a job description for a grantwriter and that has been posted. He commented on the unacceptable condition of the right-of-way at 19 and 441. Staff set up a meeting with FDOT about the condition and they agreed that the level of maintenance was unacceptable so they are working on dates to get that improved. He then stated that Public Works is working on scheduling a design charette for Palmetto Plaza. He reported that various developers have reached out to the City regarding the former Waterman site. He stated he would be coming back to the Commission to ask for direction on that. He announced he would be taking vacation in mid-March and asked to appoint Bill Howe as Acting City Manager during his absence. He then thanked Lori Barnes for all her work with the City.

6.3 Ordinance Number 22-05: Planned Unit Development Overlay and Planned Unit Development Master Plan for Pine Meadows Reserve - Second Reading

Mr. Schroth read Ordinance Number 22-05 by title on final reading: An Ordinance of the City Commission of the City of Eustis, Florida; approving a Planned Unit Development (PUD) Overlay for Pine Meadows Reserve pursuant to Section 102-29 and 109-2.8 of the Land Development Regulations; approving a planned unit development (PUD) master plan for a 548-lot mixed-product single family residential subdivision on 240.43 gross acres on the north and south sides of Pine Meadows Golf Course Road, establishing permitted uses and development standards, providing for a phasing plan, providing for conditions of approval, providing for severability and an effective date.

Mr. Schroth opened the public hearing at 6:53 p.m.

The following individuals addressed the Commission in opposition to the ordinance with the following issues of too many homes, possible flooding, affect on the wildlife, overcrowding in the schools, increasing crime, building in the 100-year floodplain: 1) Terri Roher; 2) Cindy Newton; 3) Patricia Klancer; 4) Jill Neland; 5) Rebecca Polin; 6) William Peacock; 7) Nathan Hicks; 8) Jessica Smith; 9) Paine Luce; 10) Amanda Hall; 11) Sean Jenness; 12) Walter Gross; 13) Unidentified male; 14) Jessica Causden; 15) Bethany Reichwein; and 16) Unidentified male. It was suggested that individuals with larger tracts could provide space for the displaced animals.

Eileen Tramontano, Trout Lake Nature Center, requested that the City make sure the developer maintains the connection to the trail to the Nature Center.

The following individuals addressed the Commission in support of the project: 1) Daniel DiVenanzo who cited the need for affordable retail housing for workers. He also stated there is a ten-year housing shortage in Florida. 2) Stephanie Carder who also commented on Lake County trying to get rid of the Lake County Water Authority; 3) Pam Rivas who also expressed the need for workforce housing; 4) George Asbate who stated the development actually offers a variety of products and cited the need for more realistically priced homes.

Ben Sneider, Hanover Land Company, stated that the maximum that could have been allowed was 741 so the requested number is significantly lower at 548. He indicated that the buildout will not be for 7 to 9 years.

There being no further public comment, the hearing was closed at 7:39 p.m.

The Commission asked how many entrances and exits would the project have with Ayman As-Saidi, traffic engineer for the project, stating there would be one off CR 44 and one entrance off Pine Meadows Golf Course Road.

The Commission asked the estimated traffic with Mr. As-Saidi responding that the peak hour traffic is 133 per hour entering and 79 exiting. He explained the analysis is based off the morning peak and the afternoon peak.

The Commission confirmed there would only be one entrance off of CR 44 with

Mr. As-Saidi indicating there would be two lanes coming out and one lane going in. He also confirmed that the Pine Meadows entrance would be one lane in and one lane out.

Commissioner Cobb noted that 21 years ago the County had stated they would install a traffic signal which has not been done. She asked if that has been discussed.

Mr. Sneider responded that FDOT and the County requires that a study has to indicate that a light is warranted before they can install a light. He explained a light cannot be installed, even if they want to, if the study does not warrant it.

Mr. As-Saidi explained how a signal warrant study is conducted and what is required for a light.

The Commissioner confirmed that 52% of the land will not be developed with Mr. Sneider explaining they are actually only required to provide 25% open space and no development is occurring within the wetlands.

The Commission confirmed there has not been a lot of crime in that area and asked Chief Swanson about the impact of the anticipated traffic with Chief Swanson responding it would not have a significant impact.

The Commission then asked how they came to the number of houses proposed with Mr. Sneider explaining how it was determined. He stated they looked at how they wanted to develop the site and then backed into the number of homes. He then commented on the amount of amenities to be included with park space, trails and the wetlands.

The Commission asked about the possibility of flooding with Mr. Sneider commenting on their wetlands engineer and his expertise and how they will make sure each home will be protected from flooding during heavy rains.

The Commission asked about the possible impact on the wildlife with Mr. Sneider indicating there is a lot of space for the existing wildlife. He commented on the previous use of the site as a golf course and then a sod farm so there was probably not a lot of wildlife at that time.

The Commission confirmed the buildout would be seven to nine years with Mr. Sneider indicating it will probably be two years before they are ready to sell so probably 11 years until buildout. He indicated there is a mix of product within each phase.

Moved by Commissioner LeHeup-Smith, seconded by Commissioner Cobb, to adopt Ordinance Number 22-05 on final reading. Motion carried by the following votes:

Ayes: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

6.4 Ordinance Number 22-06: Conditional Use Permit for the operation of a bakery retail/restaurant use in the Residential/Office Transitional (RT) land use district at

RESOLUTION NUMBER 22-36

~~RESOLUTION NUMBER 22-36:~~ A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING A PRELIMINARY SUBDIVISION PLAT FOR THE PINE MEADOWS RESERVE SUBDIVISION, A 548-LOT MIXED-PRODUCT SINGLE-FAMILY RESIDENTIAL SUBDIVISION, ON APPROXIMATELY 239.8 ACRES OF PROPERTY LOCATED ON THE NORTH AND SOUTH SIDES OF PINE MEADOWS GOLF COURSE RD, WITH FRONTAGE ON COUNTY ROAD 44.

WHEREAS, TLC Pine Meadows, LLC has made an application for Preliminary Subdivision Plat approval for a 548-lot, mixed-product single-family residential subdivision on approximately 239.8 acres located on the north and south sides of Pine Meadows Golf Course Road, with frontage on County Road 44, more particularly described as follows:

Parcel Alternate Key Numbers: 1061725, 1718881, 3839388, 3839391, 3839392, 1213916, 1213908, 3901694, and 1408041

Parcel Identification Numbers: 24-18-26-0400-000-01101, 24-18-26-0400-000-02500, 24-18-26-0405-000-01201, 24-18-26-0455-002-00000, 24-18-26-0455-003-00000, 35-18-26-0001-000-01900, 35-18-26-0001-000-02001, 35-18-26-0500-000-00300, and 36-18-26-0002-000-00100

LEGAL DESCRIPTION ATTACHED AS EXHIBIT "A"

WHEREAS, the property described above has a Land Use Designation of Suburban Residential (SR) and a Design District Designation of Rural Neighborhood; and

WHEREAS, detached single family and attached single-family uses are permitted in the Suburban Residential (SR) land use designation; and

WHEREAS, On August 19, 2021, the City Commission approved a concept plan for the project via Resolution Number 21-61, which the concept plan proposed 578 units; and

WHEREAS, On March 3, 2022, The City Commission approved the Pine Meadows Reserve Planned Unit Development (PUD) via Ordinance Number 22-05

WHEREAS, the proposed preliminary subdivision plat as submitted is found to be consistent with the Pine Meadows Reserve Planned Unit Development concept plan approved via Resolution Number 21-61, the Pine Meadows Reserve Planned Unit Development via Ordinance Number 22-05, and the City of Eustis' Comprehensive Plan and Land Development Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE EUSTIS CITY COMMISSION AS FOLLOWS:

SECTION 1. That the Pine Meadows Reserve Preliminary Subdivision Plat for a 548-lot mixed-type single-family residential subdivision located on the north and south sides of Pine Meadows Golf Course Road, with frontage on County Road 44, attached hereto as Exhibit "B", is hereby approved.

SECTION 2. That the Preliminary Subdivision Plat shall be subject to the owner/developer complying with the following conditions:

- a) Submit the Final Engineering and Construction Plans and Final Plat and complying with all requirements of Ordinance Number 22-05, the City of Eustis Land Development Regulations and Florida Statutes and the provisions of this resolution.
- b) Adhere to the Phasing Schedule approved with Ordinance Number 22-05
- c) Develop the property in accordance with the approved Preliminary Subdivision Plat as referenced in Section 1 and attached hereto as Exhibit "B".
- d) Obtain and provide copies of all applicable permits from other jurisdictional agencies.

DONE AND RESOLVED this 2nd day of June 2022 in regular session of the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA

COUNTY OF LAKE

The foregoing instrument was acknowledged before me this _____ day of June 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida

My Commission Expires:

Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 22-36 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Resolution Number 22-36
Pine Meadows Reserve Preliminary Subdivision Plat
Page 3 of 10

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me this 3rd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 22-36 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT "A"

AS PROVIDED BY PEC SURVEYING AND MAPPING, LLC

THAT PART OF THE EAST 169.5 FEET OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35, TOWNSHIP 18 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, LYING SOUTH OF THE SOUTHERLY LINE OF THE RIGHT OF WAY KNOWN AS PINE MEADOWS GOLF COURSE ROAD.

AND

THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35, TOWNSHIP 18 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, LESS RIGHT OF WAY FOR PINE MEADOWS GOLF COURSE ROAD. ALSO, LESS AND EXCEPT LOTS 1 AND 2, PINE MEADOWS FAIRWAY ESTATES, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 17, PAGE 56, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

AND

TRACTS 21 TO 26, INCLUSIVE, AND TRACTS 37 TO 40, INCLUSIVE, EUSTIS MEADOWS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN PLAT BOOK 1, PAGE 2, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, LESS AND EXCEPT THEREFROM THE RIGHT OF WAY FOR PINE MEADOWS GOLF COURSE ROAD, AS SHOWN ON PLAT BOOK 17, PAGE 56 AND THE RIGHT OF WAY FOR FAIRWAY DRIVE, AS SHOWN ON PLAT BOOK 17, PAGE 56, AND THE RIGHT OF WAY FOR PINE-MEADOWS ROAD, AS SHOWN ON PLAT BOOK 17, PAGE 12. ALSO, LESS AND EXCEPT LOTS 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27 AND 28, PINE MEADOWS FAIRWAY ESTATES, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 17, PAGE 56, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

AND

PARCEL A:

THAT PART OF LOT 12, IN SECTION 36, TOWNSHIP 18 SOUTH, RANGE 26 EAST, MAP OF EUSTIS MEADOWS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; AND THAT PART OF BLOCKS 3 AND 15, IN SECTION 36, TOWNSHIP 18 SOUTH, RANGE 26 EAST, TOWN PLAT OF EUSTIS MEADOWS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGIN AT A 5/8" IRON ROD AND CAP (PLS 3351) AT THE NORTHEAST CORNER OF LOT 12 OF SAID MAP OF EUSTIS MEADOWS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA;

RUN THENCE SOUTH 87°04'27" WEST, ALONG THE NORTH LINE OF SAID LOT 12, ALSO BEING THE NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 36, TOWNSHIP 18 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, A DISTANCE OF 651.38 FEET TO THE NORTHWEST CORNER OF SAID LOT 12; THENCE SOUTH 00°32'04" EAST, ALONG THE WEST LINE OF SAID LOT 12, A DISTANCE OF 1,280.21 FEET TO A 4" OCTAGONAL MONUMENT AT THE SOUTHWEST CORNER OF SAID LOT 12; THENCE NORTH 87°33'44" EAST, ALONG THE SOUTH LINE OF SAID LOT 12, A DISTANCE OF 15.01 FEET; THENCE SOUTH 00°32'04" EAST, A DISTANCE OF 15.01 FEET TO THE NORTHWEST CORNER OF BLOCK 3 OF SAID TOWN PLAT OF EUSTIS MEADOWS; THENCE NORTH 87°33'44" EAST, ALONG THE SOUTH RIGHT OF WAY LINE OF NORTH STREET, A DISTANCE OF 10.01 FEET; THENCE SOUTH 00°32'04" EAST, ALONG A LINE 10 FEET EAST OF WHEN MEASURED AT RIGHT ANGLES TO AND PARALLEL WITH THE EAST RIGHT OF WAY LINE OF CEDAR STREET, A DISTANCE OF 433.22 FEET TO AN INTERSECTION WITH A LINE THAT IS 50.00 FEET NORTH OF AND PARALLEL WITH, WHEN MEASURED OF RIGHT ANGLES THERETO, THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NO. 44-A; THENCE NORTH 88°02'40" EAST, ALONG SAID LINE WHICH IS 50.00 FEET NORTH OF AND PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NO. 44-A, A DISTANCE OF 111.02 FEET, TO AN INTERSECTION WITH THE WESTERLY TOP OF THE BANK OF A CANAL KNOWN AS HICKS DITCH; THENCE NORTH 24°12'31" EAST, ALONG SAID TOP OF BANK, 108.49 FEET; THENCE NORTH 21°03'29" EAST, ALONG SAID TOP OF BANK, 200.06 FEET; THENCE NORTH 19°20'32" EAST, ALONG SAID TOP OF BANK, 200.30 FEET; THENCE NORTH 20°32'44" EAST, ALONG SAID TOP OF BANK, 394.93 FEET; THENCE NORTH 19°41'20" EAST, ALONG SAID TOP OF BANK, 541.12 FEET TO AN INTERSECTION WITH THE EAST LINE OF SAID LOT 12; THENCE NORTH 00°44'07" WEST, ALONG THE EAST LINE OF SAID LOT 12, 402.85 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH A 50 FEET WIDE INGRESS AND EGRESS EASEMENT ALONG THE EASTERLY LINE BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCE AT A 5/8" IRON ROD AND CAP (PLS 3351) AT THE NORTHEAST CORNER OF LOT 12 OF MAP OF EUSTIS MEADOWS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; RUN THENCE SOUTH 00°44'07" EAST, ALONG THE EAST LINE OF SAID LOT 12, A DISTANCE OF 402.85 FEET TO THE POINT OF BEGINNING; RUN THENCE NORTH 00°44'07" WEST, ALONG THE EAST LINE OF SAID LOT 12, A DISTANCE OF 125.70 FEET; THENCE SOUTH 22°42'12" WEST, 116.65 FEET; THENCE SOUTH 19°41'20" WEST, 542.07 FEET; THENCE SOUTH 20°32'44" WEST, 395.08 FEET; THENCE SOUTH 19°20'32" WEST, 200.08 FEET; THENCE SOUTH 21°03'29" WEST, 197.94 FEET; THENCE SOUTH 24°12'31" WEST, 131.68 FEET TO AN INTERSECTION WITH A LINE THAT IS 50.00 FEET NORTH OF AND PARALLEL WITH WHEN MEASURED AT RIGHT ANGLES THERETO THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NO. 44-A; THENCE NORTH 88°02'40" EAST, ALONG SAID LINE WHICH IS 50.00 FEET NORTH OF AND PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NO. 44-A, A DISTANCE OF 55.71 FEET, TO AN INTERSECTION

WITH THE WESTERLY TOP OF THE BANK OF A CANAL KNOWN AS HICKS DITCH; THENCE NORTH 24°12'31" EAST, ALONG SAID TOP OF BANK, 108.49 FEET; THENCE NORTH 21°03'29" EAST, ALONG SAID TOP OF BANK, 200.06 FEET; THENCE NORTH 19°20'32" EAST, ALONG SAID TOP OF BANK, 200.30 FEET; THENCE NORTH 20°32'44" EAST, ALONG SAID TOP OF BANK, 394.93 FEET; THENCE NORTH 19°41'20" EAST, ALONG SAID TOP OF BANK, 541.12 FEET TO THE POINT OF BEGINNING.

AND

PARCEL B:

THAT PART OF BLOCKS 2 AND 14, AND THAT PART OF A VACATED PORTION OF ORANGE STREET, IN SECTION 36, TOWNSHIP 18 SOUTH, RANGE 26 EAST, TOWN PLAT OF EUSTIS MEADOWS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT A 5/8" IRON ROD AND CAP (PLS 3351) AT THE NORTHEAST CORNER OF LOT 12 OF MAP EUSTIS MEADOWS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; RUN THENCE SOUTH 87°04'27" WEST, ALONG THE NORTH LINE OF SAID LOT 12, ALSO BEING THE NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 36, TOWNSHIP 18 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, A DISTANCE OF 651.38 FEET TO THE NORTHWEST CORNER OF SAID LOT 12; THENCE CONTINUE SOUTH 87°04'27" WEST, ALONG THE NORTH LINE OF LOT 11, SAID MAP OF EUSTIS MEADOWS, ALSO BEING THE NORTH LINE OF THE SAID SOUTHWEST 1/4 OF SECTION 36, A DISTANCE OF 175.55 FEET TO AN INTERSECTION WITH THE EAST LINE OF THE WEST 150.00 FEET OF THE EAST 1/2 OF SAID LOT 11; THENCE SOUTH 00°26'01" EAST, ALONG THE EAST LINE OF THE WEST 150.00 FEET OF THE EAST 1/2 OF SAID LOT 11 AND ITS PROLONGATION THEREOF, A DISTANCE OF 1,293.80 FEET TO AN INTERSECTION WITH THE SOUTH RIGHT OF WAY LINE OF NORTH STREET AND THE POINT OF BEGINNING; THENCE NORTH 87°33'44" EAST, ALONG THE SOUTH RIGHT OF WAY LINE OF NORTH STREET, A DISTANCE OF 152.76 FEET TO A LINE 10 FEET WEST OF WHEN MEASURED AT RIGHT ANGLES TO AND PARALLEL WITH THE WEST RIGHT OF WAY LINE OF CEDAR STREET; THENCE SOUTH 00°32'04" EAST, ALONG SAID LINE 10 FEET WEST OF WHEN MEASURED AT RIGHT ANGLES TO AND PARALLEL WITH THE WEST RIGHT OF WAY LINE OF CEDAR STREET, A DISTANCE OF 432.80 FEET TO AN INTERSECTION WITH A LINE THAT IS 50.00 FEET NORTH OF AND PARALLEL WITH WHEN MEASURED AT RIGHT ANGLES TO THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NO. 44-A; THENCE SOUTH 88°02'40" WEST, ALONG SAID LINE WHICH IS 50.00 FEET NORTH OF AND PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD NO. 44-A, A DISTANCE OF 153.49 FEET, TO AN INTERSECTION WITH A LINE WHICH BEARS SOUTH 00°26'01" EAST FROM THE POINT OF BEGINNING; THENCE NORTH 00°26'01" WEST, ALONG THE SOUTHERLY PROLONGATION OF

THE EAST LINE OF THE WEST 150.00 FEET OF THE EAST 1/2 OF SAID LOT 11, A DISTANCE OF 431.53 FEET TO THE POINT OF BEGINNING.

AND

PARCEL C:

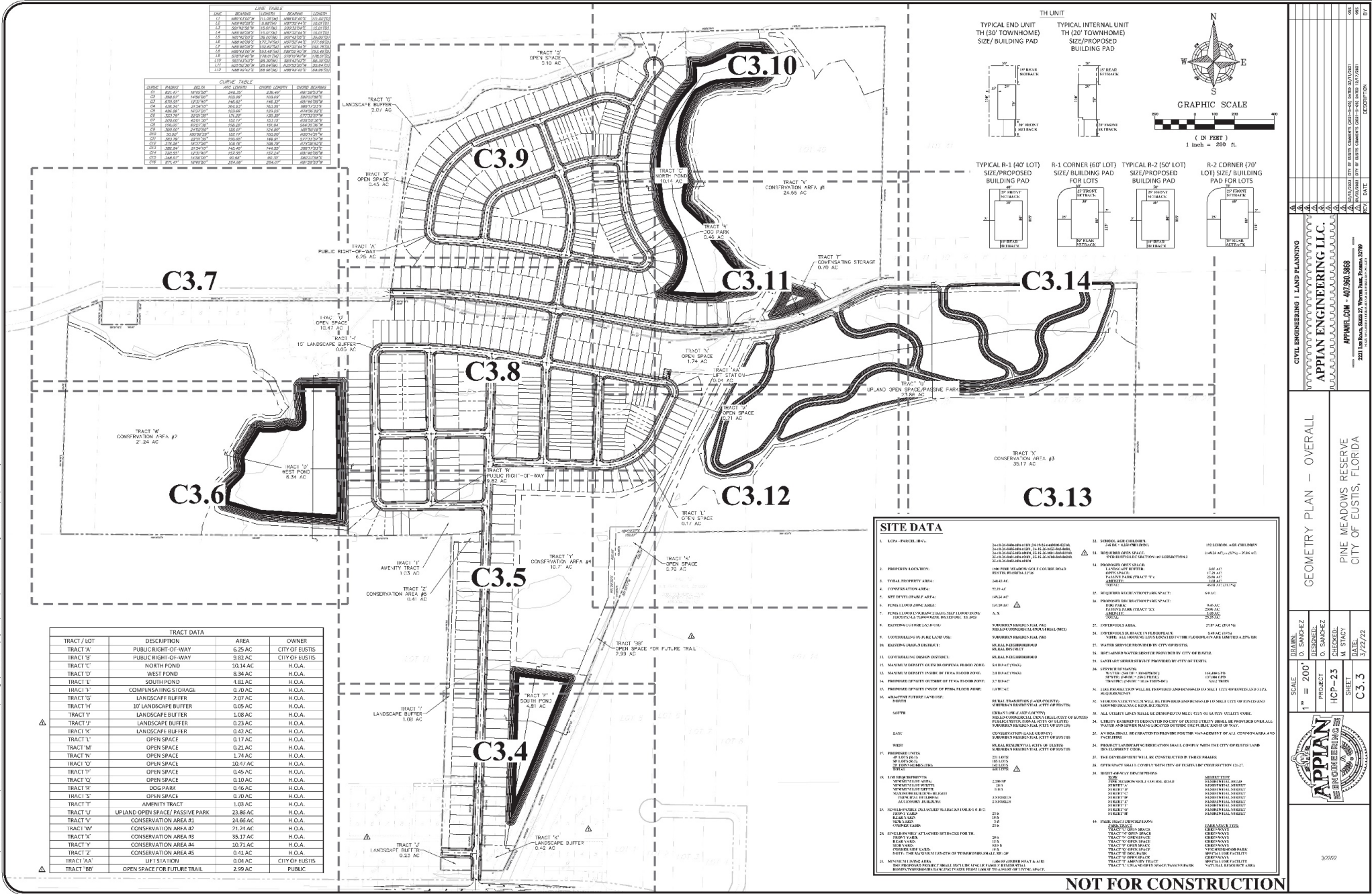
THAT PART OF LOT 11, IN SECTION 36, TOWNSHIP 18 SOUTH, RANGE 26 EAST, MAP OF EUSTIS MEADOWS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT A 5/8" IRON ROD AND CAP (PLS 3351) AT THE NORTHEAST CORNER OF LOT 12 OF MAP OF EUSTIS MEADOWS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 2, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; RUN THENCE SOUTH 87°04'27" WEST, ALONG THE NORTH LINE OF SAID LOT 12, ALSO BEING THE NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 36, TOWNSHIP 18 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, A DISTANCE OF 651.38 FEET TO THE NORTHWEST CORNER OF SAID LOT 12, AND THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 87°04'27" WEST, ALONG THE NORTH LINE OF LOT 11, SAID MAP OF EUSTIS MEADOWS, ALSO BEING THE NORTH LINE OF THE SAID SOUTHWEST 1/4 OF SECTION 36, A DISTANCE OF 175.55 FEET TO AN INTERSECTION WITH THE EAST LINE OF THE WEST 150.00 FEET OF THE EAST 1/2 OF SAID LOT 11; THENCE SOUTH 00°26'01" EAST, ALONG THE EAST LINE OF THE WEST 150.00 FEET OF THE EAST 1/2 OF SAID LOT 11, A DISTANCE OF 1,243.77 FEET TO AN INTERSECTION WITH A LINE 35.00 FEET NORTH OF WHEN MEASURED AT RIGHT ANGLES TO AND PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF NORTH STREET; THENCE NORTH 87°33'44" EAST, ALONG SAID LINE 35.00 FEET NORTH OF WHEN MEASURED AT RIGHT ANGLES TO AND PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF NORTH STREET, A DISTANCE OF 177.69 FEET TO AN INTERSECTION WITH THE WEST LINE OF SAID LOT 12; THENCE NORTH 00°32'04" WEST, ALONG SAID WEST LINE OF LOT 12, A DISTANCE OF 1,245.19 FEET TO THE POINT OF BEGINNING.

A PARCEL OF LAND, BEING A PORTION OF TRACT "B", COBB COMMERCE PARK, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 70, PAGE 10, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS: BEGIN AT THE NORTHWEST CORNER OF SAID TRACT "B"; THENCE RUN NORTH 89°19'27" EAST, ALONG THE NORTH LINE OF SAID TRACT "B", A DISTANCE OF 152.27 FEET; THENCE DEPARTING SAID NORTH LINE, RUN SOUTH 21°55'17" WEST, 436.04 FEET TO A POINT LYING ON THE WEST LINE OF AFORESAID TRACT "B"; THENCE RUN NORTH 01°29'50" EAST, ALONG SAID WEST LINE, 402.85 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND LIES IN THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA AND CONTAINS 0.704 ACRES MORE OR LESS.

EXHIBIT B





City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION
FROM: TOM CARRINO, CITY MANAGER
DATE: JUNE 2, 2022
RE: RESOLUTION NUMBER 22-36
PRELIMINARY SUBDIVISION PLAT FOR PINE
MEADOWS RESERVE SUBDIVISION

Introduction:

Resolution Number 22-36 approves a Preliminary Subdivision Plat for Pine Meadows Reserve, a 548-lot mixed-product single-family residential subdivision located on the north and south sides of Pine Meadows Golf Course Road, with frontage on County Road (CR) 44.

The Preliminary Subdivision Plat has been reviewed for consistency with the Planned Unit Development approved by City Commission under Ordinance Number 22-05, City Land Development Regulations and the City Comprehensive Plan for those items pertaining to Preliminary Subdivisions.

Recommended Action:

The administration recommends approval of Resolution Number 22-36.

Background:

1. Pertinent Site Information:

- a. The proposed development is to be located on 240.43 gross acres on the north and south sides of Pine Meadows Golf Course Road. The net developable area totals 148.24 acres. The land is partially wooded and portions of the project area are wetlands and/or located in the flood plain. The property is NOT located within the Wekiva Study area.
- b. Unique in its history, the property was a golf course and sod farm, which uses have impacted the onsite habitat/wetlands. Other unique characteristics include its size (an assemblage of 240.4 acres is atypical in Eustis), its configuration (irregular shape, bisected by Pine Meadows Golf Course Road), its proximity to a conservation park (Pine Meadows Conservation Area), its wetland areas (92.2-acres) and flood plain areas (134.1-acres). This project also has the

distinction of being the first Rural Residential subdivision to be reviewed under City's form-based code and the Rural Site Design Standards.

- c. Proposed is a mixed-product residential subdivision to include 406 single-family detached units and 142 single-family attached units (townhomes) with road right-of-way, dedicated conservation areas, bike trail, parks and open space. The anticipated net density of 3.69 dwelling units per acre falls below the maximum of 5.0 dwelling units per acre established for the Suburban Residential land use designation.
- d. On May 18, 2021, Development Services facilitated a Community Meeting to review the proposed development. At that time, the concept plan proposed 578 units. Property owners within 500-feet were invited by mail, the meeting was advertised in the Daily Commercial and signs were posted on the project site. Eighteen members of the public attended the meeting. (See attached meeting summary).
- e. On August 19, 2021, the City Commission approved a concept plan for the project via Resolution Number 21-61, which the concept plan proposed 578 units. (See attached meeting minutes).
- f. On December 21, 2022, the Development Review Committee reviewed and recommended approval of this Pine Meadows Reserve Planned Unit Development, a 548-unit mixed-product subdivision for submittal to the City Commission subject to minor revisions to address remaining comments, which revisions have been submitted.
- g. On February 17, 2022, the City Commission held a first reading hearing for the consideration of the Pine Meadows Reserve Planned Unit Development. The City Commission approved the Pine Meadows Reserve Planned Unit Development via Ordinance Number 22-05.
- h. On March 3, 2022, the City Commission held a second reading hearing for the consideration of the Pine Meadows Reserve Planned Unit Development. The City Commission approved the Pine Meadows Reserve Planned Unit Development via Ordinance Number 22-05.
- i. The application for Preliminary Subdivision Plat approval was made December 3, 2021. The Development Review Committee began Preliminary Subdivision Plat review after the City Commission approved the Planned Unit Development.

j. On April 11, 2022 the Development Review Committee reviewed and recommended approval of the Preliminary Subdivision Plat for the Pine Meadows Reserve Preliminary Subdivision Plat with additional permitting items to be review with the Final Engineering & Construction Plans:

- 1) Define Construction Phasing
- 2) Inclusion of the Trout Lake Trail in construction design
- 3) Inclusion of trail or wide walk on the south side of Pine Meadows Golf Course Road from the eastern boundary to the western boundary.
- 4) The entrance off County Road 44 will need to accommodate the County Road 44 trail from the Trail Master plan, including crosswalk at the entrance.
- 5) Internal traffic calming to reduce speeding and allow for better pedestrian/bicycle friendly development on internal roads.
- 6) The offsite improvements at County Road 44 will need to meet the county turn lane standards. These will be reviewed further with the subdivision construction plans.
- 7) The offsite road improvements will create an hourglass with the taper to the east. The taper for this site's left turn lane must extend full lane width to the avoid the hourglass affect. The improvement would start at the Hick Ditch intersection.
- 8) The minimum radii for the entrance road off County Road 44 are 50-ft.
- 9) Provide additional Geotech borings along the County Road 44 for the widening areas outside of the existing pavement. Verification of soil types is needed as unsuitable clays may be within the area. This info will need to be provided with the subdivision construction plan and driveway connection permit application.
- 10) Provide a sight distance analysis now for the access off County Road 44 utilizing the Florida Greenbook standards.
- 11) A right-of-way survey for County Road 44 will be required with the subdivision construction plan and driveway connection permit.
- 12) Additional right-of-way along County Road 44 will need to be provided. This would be 50 ft from the centerline of County Road

44 and may need to be more to provide for the County Road 44 trail.

13) The flood study and elevation determinations will need to be provide to Lake County Public Works for review as the zones appear to cross into unincorporated lands of the county.

14) A Lake County Driveway Connection permit will be required to permit the proposed access from County Road 44.

15) A Right-of-Way Utilization permit will be required for the utility work along County Road 44.

k. The site and surrounding properties' land uses, design district designations, and existing uses are shown below:

Future Land and Design Districts

	Future Land Use	Existing Use	Design District
Site	Suburban Residential*	Vacant	Rural Neighborhood*
North	Suburban Residential Rural Transition (Co)	SFR	Rural Neighborhood n/a
South	Mixed Commercial/Industrial and Public Institutional	Government use and vacant	Suburban Corridor
East	Suburban Residential Conservation (Co)	Vacant & County Park	Rural Neighborhood n/a
West	Suburban Residential and Rural Residential	SFR and vacant	Rural Neighborhood

*The land use and design district designations on the site include Mixed Commercial/Industrial and Suburban Residential; and Rural District and Rural Neighborhood, but pursuant to Section 102-15 of the Land Development Regulations, Suburban Residential and Rural Neighborhood will govern the entire site.

Applicant's Request:

The applicant is requesting approval of the Preliminary Subdivision Plat within the City Commission approved Planned Unit Development Overlay and Planned Unit Development Master Plan for a 548-unit mixed-product single-family residential subdivision.

**Approved Planned Unit Development Overlay and
Planned Unit Development Master Plan in accordance
with Ordinance Number 22-05:**

Per the attached Exhibit A, the applicant is requesting approval of the Preliminary Subdivision Plat within the City Commission approved Planned Unit Development Overlay/Planned Unit Development Master Plan for a residential subdivision with the following general development characteristics:

Subdivision Development Characteristics

Planned Unit Development Master Plan Component	Required / Allowed Minimums & Maximums	Requested for Approval
Gross Area	n/a	240.43 acres
Net Area (gross area less wetlands, water bodies)	n/a	148.24 acres
Unit Count	741 maximum	548
Density	5 dwelling units/acre maximum	3.69 dwelling units/acre
Density in Floodplain	Less than 2 dwelling units/acre	1 dwelling unit/ac
Open Space (does not include wetlands/water bodies)	25% minimum of net area (37.06-acres)	31% (46.03-acres)
Impervious Surface Area	40% maximum	39%
Impervious Surface Area in Floodplain	25%	16%
Park Space	6-acres	25.35-acres
Landscape Buffers *Adjacent to arterial and collector roads; and 50-feet adjacent to cropland, agricultural production and pasture land	50-feet *	65 to 130-feet adjacent to CR 44 Preserved wetlands adjacent to pasture land

Analysis of Request According to Applicable Policies and Codes:

- a. Comprehensive Plan - Future Land Use Element Appendix; Land Development Regulations Section 109-2.3, 109-3, 109-4: Suburban Residential (SR) This designation is provided to accommodate the majority of residential development within the City. General Range of Uses: This designation is intended to provide for a mix of single family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include Adult Congregate Living Facility, parks and recreation facilities, and schools. Apartments may be permitted through the planned unit development process. Public and utility services and facilities that are 2 acres or less in size are also permitted. Maximum Density/Intensity: Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions. Maximum Impervious Surface Area 40%; Minimum open space required 25% or 35% if environmental analysis finds Wekiva related vegetative species.

The Preliminary Subdivision Plat provides for single-family attached and detached homes at a maximum density of 3.69 units per acre in a Suburban Residential land use district, which permits up to 5 dwelling units per acre.

The proposed development of 3.69 dwelling units per acre will be served with water and sewer. The property is located about a half a mile south of the Umatilla JPA boundary (which area has been deemed appropriate to eventually be in the city limits of Umatilla and provided with urban services) and 2.75 miles from the eastern Eustis/LCBCC JPA boundary outside of which the true rural areas of unincorporated Lake County exist. The proposed density provides for an appropriate transition from the higher density of the downtown (up to 40 units per acre) to the areas outside the downtown which transition from 12 units per acre to 5 units per acre, and in the case of this project 3.69 units per acre.

In keeping with Florida Statute (FS) 163.3177, directing density to municipalities reduces the proliferation of sprawl thereby protecting true rural and agricultural lands. By directing development to municipalities, development pressure on outlying areas is reduced. Provision of cost-effective public services is not only

provided for in Eustis' Strategic Plan, it is an important factor in protecting natural resources, including groundwater. Greater densities are warranted and necessary for cost effective provision of public services where both water and sewer are provided. Compact service areas reduce per capita costs of public services.

The Preliminary Subdivision Plat is found consistent with the approved Planned Unit Development Overlay, which has previously been found consistent with the Comprehensive Plan and Land Development Regulations, provides for roadway, sidewalks and residences equating to a 39% impervious surface area (maximum 40%). The plan provides 31% open space, exceeding the minimum 25% requirement. The proposed plan is consistent with the Suburban Residential land use per the Future Land Use Element Appendix of the Comprehensive Plan and the Land Development Regulations.

- b. Land Development Regulations – Design Districts Section 109-5.5 Suburban development patterns: Intent. The suburban development pattern relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Nonresidential uses are primarily located on corridors, districts and a mix of uses is prominent in centers. Each land use provides for pedestrian and bicycle connections.

The Preliminary Subdivision Plat is found consistent with the approved Planned Unit Development Overlay / Planned Unit Development Master Plan, which has previously been found consistent with the Comprehensive Plan and Land Development Regulations and meets the intent of the of the Rural development pattern and Rural Neighborhood design district. Clustered residential units on the site provides for preservation of 57% of the land area as conservation, open space, parks and preserved wetlands to preserve the rural viewshed. This larger scale preservation of natural resources on the property is made possible by concentrating the development on a smaller, previously disturbed portion of the site. The amenity center, passive park, walking trails and bike

trail creates a sense of place that is unique and atypical of subdivisions in the city limits.

- c. Land Development Regulations – Design Districts Section 109-5.7. - Rural development pattern intent statements.

Intent. The rural development pattern relies primarily on a pattern of clustered residential development that provides substantive open space that serves to preserve and enhance the rural view shed and character of the community. Nonresidential uses are primarily located in centers and may contain a mix of uses.

Rural neighborhood.

Definition. Predominately residential uses where a portion of the land is designated as undivided, permanent open space of a site in an effort to preserve the existing natural resource areas while providing a significant amount of open space.

Structure. Developable land is subdivided into buildable lots. This development option provides an opportunity for communities to meet both their development and conservation goals by concentrating homes in a small portion of a site in an effort to preserve the existing natural resource areas on a larger scale.

Form. Preservation of natural landscape organizes development to make a place.

The Preliminary Subdivision Plat is found consistent with the approved Planned Unit Development Overlay / Planned Unit Development Master Plan, which has previously been found consistent with the Comprehensive Plan and Land Development Regulations and meets the intent of the of the Rural development pattern and Rural Neighborhood design district. Clustered residential units on the site provides for preservation of 57% of the land area as conservation, open space, parks and preserved wetlands to preserve the rural viewshed. This larger scale preservation of natural resources on the property is made possible by concentrating the development on a smaller, previously disturbed portion of the site. The amenity center, passive park, walking trails and bike trail creates a sense of place that is unique and atypical of subdivisions in the city limits.

- d. Land Development Regulations – Chapter 115 General Building and Site Design Standards

Section 115-3.3. addresses rural districts and residential compatibility as follows:

Sec. 115-3.3. - Rural districts.

Rural residential compatibility. For lands within the rural design district, the maximum residential density permitted shall be consistent with the maximum density of the applicable land use district assigned to each individual property.

The property has a Suburban Residential land use designation which permits a maximum of 5 dwelling units per acre. The Pine Meadows Reserve Preliminary Subdivision Plat proposes 3.69 dwelling units per acre.

When any rural design district abuts an existing development in a suburban district, and proposed new residential lots will share a common boundary with existing or platted lots:

The width of the new lots may be no more than 200 percent of the width of the existing or platted lots, unless:

- (a) The existing or platted lots are non-conforming to the suburban design district standards;
- (b) Central sewer service is not available.

Not applicable.

When any rural design district abuts an existing development in a rural district, and proposed new residential lots will share a common boundary with existing or platted lots:

The width of the new lots may not be less than 85 percent of the width of the existing or platted lots, unless:

- (a) A landscape buffer (15 to 25 feet wide) is provided between the new lots and existing or platted lots; or
- (b) Park space as permitted by Section 115-8.3 is provided between the new lots and existing or platted lots.

Not applicable.

Section 115-4.2.2. includes general site design criteria to respect the natural topography of the site and follow the outlined four-step design process. Compliance as is demonstrated as follows:

Sec. 115-4.2.2. - Rural design districts.

Greater flexibility and creativity in the design of residential developments within the rural design districts is permitted through the subdivision development approval process and the design criteria provided herein as a means to preserve on-site environmental resource and preservation areas. Rural subdivisions shall be organized into three components: 1) wetlands and water bodies; 2) open space; and 3) developed areas. Site design process. After delineating the wetlands and water bodies on a site, development within the rural design districts shall generally follow a four-step design process as described below.

The Preliminary Subdivision Plat is found consistent with the approved Planned Unit Development Overlay / Planned Unit Development Master Plan, which has previously been found consistent with the Comprehensive Plan and Land Development Regulations and meets the intent of the of the Rural development pattern and Rural Neighborhood design district.

(1) Step 1: Delineate open space areas and development areas.

a. External connectedness. Except as otherwise prioritized by subsection c. below and when off-site open space exists, open space shall be configured to create or add to a larger contiguous off-site network of interconnected open space, particularly existing habitats, and opportunities for restoring native habitats. Whenever opportunities exist to create connections with existing or potential off-site open space, greenways or conservation systems on adjoining parcels or with existing or proposed local or regional recreational trails, such connections shall be provided. Opportunities for connections will be determined based upon the natural features of both the subject property and adjacent properties; the existence of connected natural systems, the existence of a proposed local or regional trail, or the existence of other such features that would function and support the purpose and intent of the rural design districts. Where open space would further support critical linkages of either an existing or proposed local or regional recreational trail, such connection shall be made accessible to the public for such purpose.

With its bike trail and passive park providing connection to the county Pine Meadows Conservation Park, Pine Meadows Reserve has been designed to connect conservation systems. Trail dedication for connection with the proposed Trout Lake/Lake May Loop Trail shall be

provided for on Final Engineering & Construction Plans and Final Plat. Wetland preservation areas, passive park space and other open spaces are provided on the periphery of the project area which connect to offsite wetland areas to the west, east and northeast.

b. Internal connectedness. Open space shall be configured to create connected and integrated open space within the subdivision parcel to the maximum extent practicable and shall be based upon the context sensitive site design standards and priorities that are provided in subsection c. below. Open space shall still be considered connected if it is separated by a roadway or accessory amenity.

Open space preservation is prioritized to protect and restore native habitat (wetland and flood zone areas) and is connected externally and internally where possible. Open space will be accessible throughout the development via the internal street system including sidewalks on both sides of the road.

c. Context sensitive site design. The areas to be preserved shall be identified on a case-by-case basis to address the individual natural features of each site.

The open space preservation objectives, in order of priority, are to:

- 1) protect listed species,
- 2) create/enhance connectivity of open space,
- 3) protect native habitat and
- 4) restore native habitat.

The relative size and functional value of each feature shall be assessed as a part of the site design process to determine the protection measures required. Based on an assessment of the quality and quantity of on-site natural resources, departures from the above prioritization are allowed. In addition to the protection of natural features as described above, other types of allowable open space may be provided as a secondary priority including: View shed protection of existing and planned public roadways. Continuation of agriculture uses; and Recreation

According to the listed species report prepared by Ecological Consulting Solutions (ECS), two gopher tortoise burrows were observed during the cursory survey. Both were located on the southern half of the property. Overall, ECS estimates no more than 10 gopher tortoise burrows may be present. A 100% survey will be required. A permit can be obtained within 30 days to relocate the onsite gopher tortoise population.

No nests were observed of the Florida Sandhill crane. Only one wetland is present that could support crane nesting and it is small. ECS was able to verify no nests were present within the wetland.

With its bike trail and passive park providing connection to the county Pine Meadows Conservation park, Pine Meadows Reserve has been designed to connect conservation systems. Trail dedication for connection with the proposed Trout Lake/Lake May Loop Trail shall be provided for on final plat. Wetland preservation areas, passive park space and other open spaces are provided on the periphery of the project area which connect to offsite wetland areas to the west, east and northeast.

The preserved wetlands will remain undisturbed with the exception of removing invasive exotic species.

Clustered residential units on the site provides for preservation of 57% of the land area as conservation, open space, parks and preserved wetlands to preserve the rural viewshed. This larger scale preservation of natural resources on the property is made possible by concentrating the development on a smaller, previously disturbed portion of the site. The amenity center, passive park, walking trails and bike trail creates a sense of place that is unique and atypical of subdivisions in the city limits.

Perpetual easement. Open space shall be preserved in perpetuity through the use of an irrevocable open space/conservation easement. The easement shall be in such form as is deemed acceptable by the city attorney and shall be recorded for the entire property which is subject to development including both the developed lots and the remaining open space. Maintenance of native habitat areas. Protected habitat areas within the open space shall not be converted to other uses, and shall be maintained in their natural condition and managed to sustain or enhance their native function. These areas may be modified to restore the overall condition and natural functions of the features.

A conservation easement will be provided for on final plat.

(2) Step 2: Location of development lots. The location of residential development lots shall be configured to meet the following standards:

a. Residential lots shall be arranged in a contiguous pattern and shall be clustered in such a way as to preserve the function, purpose and integrity of the on-site natural resources and environmental systems to the maximum extent practicable.

The residential lots are strategically placed on previously disturbed areas of the property to ensure preservation of wetlands, resources and hydrology.

b. The development shall minimize disturbance to woodlands, wetlands, and other natural features.

Clustered residential units on the site provides for preservation of 57% of the land area as conservation, open space, parks and preserved wetlands

c. The development shall protect and preserve the rural appearance of land when viewed from public roads and from abutting properties to the maximum extent practicable.

Open space and landscape buffers are provided on the CR 44 frontage, and the periphery of the development is comprised of conservation areas, passive park and buffers.

d. The design shall minimize the amount of road length required for the subdivisions to the maximum extent practicable.

Clustering the residential units on the previously disturbed areas of the site has minimized the road length to the extent practical.

(3) Step 3: Alignment of streets and trails. a. Support of open space areas. Streets shall avoid or at least minimize adverse impacts on the designated open space areas. To the greatest extent practicable, wetland crossings shall be avoided. b. Continuation of street pattern between phases. The street layout of subsequent phases shall be coordinated with the street system of previous phases. c. A proposed trail network should be shown consistent with the obligations included herein that require external connectedness with existing or proposed local or regional recreational trails. Where critical linkages of either an existing or proposed local or regional recreational trail exist, such connection shall be made accessible to the public for such purpose.

The Planned Unit Development Concept Plan was designed to minimize impact to open space. The Preliminary Subdivision Plat maintains the minimization of impacts, only one area of wetland impact is proposed. The street pattern and layout were designed to operate both dependently and independently. The proposed trail connector will connect County Road 44 to the Pine Meadows Conservation Area.

(4) Step 4: Design of lots. Lot lines for the subdivision should be drawn as the last step in the design process.

The Preliminary Subdivision Plat remains consistent with the Planned Unit Development Master Plan and continues to demonstrate that the design of the lots was the final step of the design.

Section 115-4.9 includes the City's stormwater management regulations.

The City Engineer has reviewed drainage calculations and plans for compliance with City of Eustis regulations. An issued St. Johns River Water Management District permit will be required for the project prior to final approval of the Final Engineering & Construction Plans.

Sections 115-7, 8 and 9 outline standards for transportation, parks, and landscaping. A traffic impact analysis was prepared by Traffic Mobility Consultants for review by FDOT, Lake County, and the City's traffic consultant, Kimley Horn. As a result of the review, the Planned Unit Development Master Plan provides for a left and right turn lane with paved shoulders on County Road 44. North Street (at the southwest quadrant of the property will be preserved for future connectivity to the parcels to the west.

The Preliminary Subdivision Plat meets or exceeds requirements for parks and landscaping.

Summary of Recommendation:

Staff recommends approval of the Pine Meadows Reserve Preliminary Subdivision Plat as the proposed density of 3.69 units per acre falls below the maximum of 5 dwelling units per acre. The Preliminary Subdivision Plat is found substantially consistent with the Pine Meadows Reserve Planned Unit Development Master Plan approved via Ordinance Number 22-05.

Alternatives:

1. Approve Resolution Number 22-36
2. Deny Resolution Number 22-36

Discussion of Alternatives:

Alternative 1 approves Resolution Number 22-36

Advantages:

- The property owner can move forward with the proposed development.

- The action will provide for new residential development, potential job creation in the city, and increased tax revenue.
- The action is consistent with the goals, objectives, and policies of the Comprehensive Plan, including the Housing Element, which outlines the goal to promote safe, sanitary and affordable housing to meet the needs of various household types and income groups characteristic of the city and planning area.

Disadvantages:

- There are no disadvantages.

Alternative 2 denies Resolution
Number 22-36

Advantages:

- The Commission could request modifications to the Preliminary Subdivision Plat.

Disadvantages:

- The property owner could proceed with subsequent reviews and approvals toward ultimate development of the property.
- The developer could abandon the project and the City could lose an economic development opportunity.

Budget / Staff Impact:

There would be no direct cost to the City associated with the action other than providing standard City services to the development. There would be no additional staff time beyond the normal plan review process and building inspection. Upon end user development, the City would realize increased tax revenue.

Community Input:

There have been multiple opportunities for public input throughout the approval process for the development. Public opportunities for input have included the following:

- On May 18, 2021, Development Services facilitated a Community Meeting to review the proposed development. At that time, the concept plan proposed 578 units. Property owners within 500-feet were invited by mail, the meeting was advertised in the Daily Commercial and signs were posted on the project site. Eighteen members of the public attended the meeting. (See attached meeting summary).

- b. On August 19, 2021, the City Commission approved a concept plan for the project via Resolution Number 21-61, which the concept plan proposed 578 units.
- c. On February 17, 2022, the City Commission held a first reading hearing for the consideration of the Pine Meadows Reserve Planned Unit Development. The City Commission approved the Pine Meadows Reserve Planned Unit Development via Ordinance Number 22-05.
- d. On March 3, 2022, the City Commission held a second reading hearing for the consideration of the Pine Meadows Reserve Planned Unit Development. The City Commission approved the Pine Meadows Reserve Planned Unit Development via Ordinance Number 22-05.

Notice of Public Hearing pursuant to City of Eustis Land Development Regulations:

Development Services has placed the proper legal advertisements in the newspaper; notified surrounding property owners within 500 feet; and the property was posted on or about May 19, 2022. As of May 27, 2022, staff has received no additional inquiries or expressions of objections or support of the proposed development. Original objections posed at the Planned Unit Development public hearings in February and March of this year are assumed to remain.

Prepared By:

Jeff Richardson, AICP, Deputy Development Services Director

Reviewed By:

Heather Croney, Senior Planner

Mike Lane, AICP, Development Services Director

Attachments:

- Resolution Number 22-36
- Preliminary Subdivision Plat Overview Sheet
- Excerpt from February 17, 2022 City Commission Meeting for Ordinance Number 22-05
- Excerpt from March 3, 2022 City Commission Meeting for Ordinance Number 22-05
- Full set of the Pine Meadows Reserve Preliminary Subdivision Plat is available by request.



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION
FROM: TOM CARRINO, CITY MANAGER
DATE: MAY 19, 2022
RE: **EXPLANATION OF ORDINANCES FOR 2022-A-02 AND 2022-CPLUS-02:
PROPERTY LOCATED NORTH OF CR 44 APPROXIMATELY 1,000 FEET EAST
OF SOUTH FISH CAMP ROAD (ALTERNATE KEY NUMBERS 3395948 AND
1407877)**

Ordinance Number 22-10 – Voluntary Annexation

Ordinance Number 22-11 – Comprehensive Plan Amendment

Ordinance Number 22-12 – Design District Assignment

Introduction

Ordinance Number 22-10 provides for the voluntary annexation of approximately 16.28 acres located north of County Road 44 approximately 300 feet east of South Fish Camp Road (Alternate Key Numbers 3395948 AND 1407877).

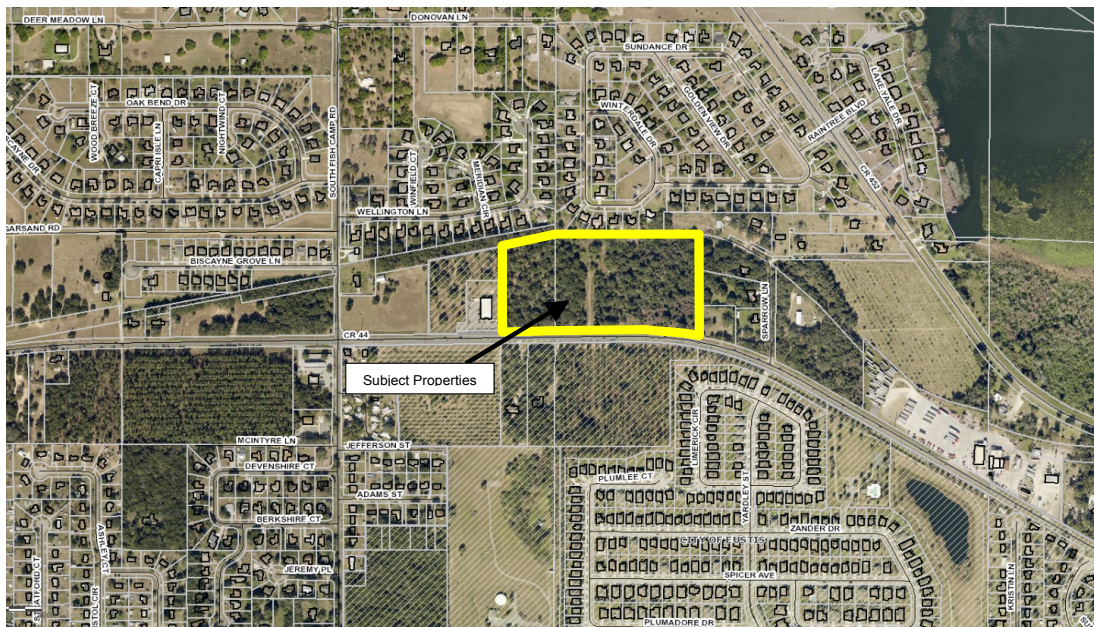
Provided the annexation of the subject property is approved, Ordinance Number 22-11 would change the future land use designation from Urban Low in Lake County to Suburban Residential (SR) in the City of Eustis, and Ordinance Number 22-12 would assign the subject property a design district designation of Suburban Neighborhood (SN). If Ordinance Number 22-10 is denied, then there can be no consideration of Ordinance Numbers 22-11 and 22-12.

Recommended Action

The administration recommends approval of Ordinance Numbers 22-10, 22-11, and 22-12.

Background/Pertinent Site Information

1. The site contains approximately 16.28 acres and is located within the Eustis Joint Planning Area. The site is currently vacant with vegetation in existence. *Source: Lake County Property Appraisers' Office Property Record Card Data.*
2. The western property boundary of the site is contiguous to the City and is also contiguous to the City across County Road 44.
3. The site has a Lake County land use designation of Urban Low, but approval of Ordinance Number 22-11 would change the land use designation to Suburban Residential (SR) in the City of Eustis.



Surrounding properties have the following land use designations:

Location	Existing Use	Future Land Use	Design District
Site	Vacant	Urban Low (Lake County)	N/A
North	Residential	Urban Low (Lake County)	N/A
South	Vacant / Residential	Suburban Residential	Suburban Neighborhood
East	Residential	Urban Low (Lake County)	N/A
West	Commercial	Mixed Commercial Residential	Suburban Corridor

Applicant's Request

The property owners, Lorna R. Tillotson and Nicole Wagner, represented by GL Summitt Engineering, Inc., wishes to annex the property, change the future land use to Suburban Residential (SR), and assign a design district of Suburban Neighborhood.

The current Lake County land use designation for the subject property is Urban Low. The Lake County land use designation allows for residential uses up to 4 dwelling units per net buildable acre.

The property owner has requested the Suburban Residential land use designation within the City of Eustis. The Suburban Residential land use provides for residential uses up to 5 dwelling

units per acre. The requested SR designation permits residential use and is consistent with the land use designation of adjacent properties in the City of Eustis.

Analysis of Annexation Request (Ordinance Number 22-10)

1. Resolution Number 87-34 – Joint Planning Area Agreement with Lake County:

“The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

The subject property is located within the Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested Suburban Residential future land use designation.

2. Florida Statutes Voluntary Annexation - Chapter 171.044(1):

“The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”

The Joint Planning Area boundaries define the reasonably compact area where the City could provide services effectively and efficiently. The subject property lies within that planning area; the subject property is contiguous to the City limits on the western boundary; and the owner petitioned for annexation.

3. Florida Statutes Voluntary Annexation - Chapter 171.044(2):

“...Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town...”

The department published notice of this annexation in the Daily Commercial in accordance with the requirements on May 5, 2022 and May 12, 2022.

4. Florida Statutes Voluntary Annexation - Chapter 171.044(5):

“Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

Annexation of the subject property does not create an enclave.

5. Florida Statutes Voluntary Annexation - Chapter 171.044(6):

“Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located...”

The department provided notice to the Lake County Board of County Commissioners on April 22, 2022.

Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 22-11)

In Accordance with Florida Statutes Chapter 163.3177.9.:

Discourage Urban Sprawl:

Primary Indicators of Sprawl:

The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

Review of Indicators

1. Low Intensity Development:

Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The requested Suburban Residential future land use will provide for an equivalent density (5 dwelling units per acre) under the City compared to the FLU (4 dwelling units per acre) that the county allows.

2. Urban Development in Rural Areas:

Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

The site is adjacent to existing suburban style residential development to the north and south. The subject property is located less than 3 miles from the County Road 44 State Road 19 intersection and the commercial development occurring there.

3. Strip or Isolated Development:

Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

The site is adjacent to existing suburban style residential development to the north and south. The subject property is located less than 3 miles from the County Road 44 State Road 19 intersection and the commercial development occurring there.

4. Natural Resources Protection:

Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

This indicator does not apply. The subject property is not in a floodplain nor does it have wetland areas. Building permit and / or site development approval is required before development of the property may begin. The Comprehensive Plan and the

Land Development Regulations include standards for protection of environmentally sensitive lands that would apply should conditions at time of development warrant such protection.

5. Agricultural Area Protection:

Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This site when developed will not fail to adequately protect adjacent agricultural areas and activities. The site is not prime farmland, per the United States Department of Agriculture Natural Resources Conservation Service (USDA NRCS).

6. Public Facilities:

Fails to maximize use of existing public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of City water service. The developer will be required to extend sewer lines to serve the site.

7. Cost Effectiveness and Efficiency of Public Facilities:

Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing and future development consistent with the requested Suburban Residential future land use designation. The City provides these services to other properties in the area, so efficiency will improve. The property will utilize existing water service already provided to other properties in the area increasing efficiency and cost effectiveness.

8. Separation of Urban and Rural:

Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. No adjacent properties contain active agricultural production activities. The minimal area of agricultural uses is separated by CR 44 and adjacent properties. The surrounding area is mostly developed. These developments have densities and intensities that are clearly suburban uses.

9. Infill and Redevelopment:

Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. This property is a logical extension of development for the city. Infill development is occurring in the city, mostly on existing platted lots. The Suburban Residential future land use and Suburban Neighborhood design

district are compatible and consistent with the existing development pattern and will not in any way inhibit infill development or redevelopment.

10. Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator does not apply. The site is surrounded by single-family development to the north, northwest, south, southeast and southwest and commercial to the west. The Suburban Residential land use category provides for continuation of existing uses.

11. Accessibility among Uses:

Results in poor accessibility among linked or related land uses.

This indicator does not apply. The Land Development Regulations include provisions to provide adequate accessibility among linkages or related uses. Additionally, this site fronts CR 44 allowing for connectivity to the surrounding uses.

12. Open Space:

Results in the loss of significant amounts of functional open space.

This indicator does not apply. The site does not contain existing functional open space and is not connected to regionally important open space.

13. Urban Sprawl:

The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

a. **Direction of Growth:**

Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

The site is adjacent to existing urban/suburban development patterns and is a logical extension of the urban development boundary. The Comprehensive Plan and Land Development Regulations have provisions to protect natural resources and ecosystems at time of site plan approval.

b. **Efficient and Cost-Effective Services:**

Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

Water service is already available. This property using existing water service will increase the efficiency and cost effectiveness of these services.

c. **Walkable and Connected Communities:**

Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices

and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

At time of development, the site must meet the City's Land Development Regulations. the Suburban Residential land use category provides for a development, at a medium intensity and density and which allows for options in the type of housing / commercial mix for the community.

d. Water and Energy Conservation:

Promotes conservation of water and energy.

The development of the site must meet City development and Florida Building Code standards that will require energy and water efficient appliances.

e. Agricultural Preservation:

Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

The site is not prime farmland nor will the development hinder or impact any viable existing agricultural operations.

f. Open Space:

Preserves open space and natural lands and provides for public open space and recreation needs.

This is not applicable. The site does not provide functional open space or natural areas.

g. Balance of Land Uses:

Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

The Suburban Residential land use category provides for residential opportunities while remaining consistent with existing residential and commercial development existing proximate to the site.

h. Urban Form Densities and Intensities:

Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

The development of the annexed property will be generally consistent with existing development patterns for the immediate area and does not "leap" over large undeveloped areas.

In Accordance with Comprehensive Plan Future Land Use Element Appendix:

All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes

in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

Major Categories of Plan Policies:

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the major categories of Plan policies as follows:

1. General Public Facilities/Services:

Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

a. Emergency Services Analysis:

The subject property is located in an existing developed area. Eustis emergency services already provide emergency response to other properties in the area. Additionally, fire service (Eustis Fire Station 22 and 23) are located within approximately 5 miles of the subject property. Any development consistent with the Suburban Residential future land use designation would not have a significant negative impact on the operations of Eustis emergency services.

b. Parks & Recreation:

The current City population based on the 2020 census is 23,189. The City's Level of Service for Parks & Recreation is 3.00 acres of Neighborhood and Community Parks per thousand population. Based on 2.6 persons per household countywide at maximum density for the Suburban land use category for this annexation area the total additional population will be approximately 221 persons. This would create the need for .66 acres of parks to meet minimum level of service. The City Land Development regulation will require a minimum of 1 acre of park for the development at the maximum density.

Park and recreation facilities within the City total 453.76 acres. Given the City's current population and that of the proposed annexation area (when developed) the total parks requirement is approximately 75 acres. The existing surplus is therefore approximately 375 acres.

Potable Water & Sanitary Sewer:

Water is available to the subject property. Water capacity is available to serve up to and including the maximum development potential.

The developer will be required to connect to sewer. Capacity exists within the system to support the maximum development potential.

c. ***Schools:***

The proposed change will not negatively impact schools. The School Impact Analysis for the proposed future development will be performed at a later date.

d. ***Solid Waste:***

The City contracts with Waste Management for hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in delivery of services.

e. ***Stormwater:***

The Comprehensive Plan and Land Development Regulations include level of service standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.

f. ***Transportation Network Analysis:***

This potential added residential development is considered to have no negative impacts on the existing transportation system. At this time, the adjacent transportation network (CR 44) has the capacity to serve the proposed Suburban Residential property, even at a maximum development standard, without negatively affecting the adopted level of service.

Prior to development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

2. Natural Resources/Natural Features:

The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive

Plan. Specifically, each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

a. Ground water recharge areas:

The site is not within a high recharge area, nor a wellhead protection area. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.

b. Historical or archaeological sites:

The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist.

c. Flood zones:

The subject property is not located within a flood zone. Source - Lake County GIS - 2012 Flood Zones.

d. Soil and topography:

The site soils are Candler sand 0-5 percent slope, Candler sand 5 to 12 percent slopes and Lake Sand with 0-5 percent slopes all are excessively permeable soils.

The depth to a restriction feature or the water table is at 80 inches or more below the surface. Permeability is rapid. This 16.28-acre site is surrounded by existing/approved residential and commercial development and not suited to agriculture.

As building permit approval must be obtained before redevelopment can begin, the Comprehensive Plan and the Land Development Regulations include standards for protection of environmentally sensitive lands that would apply should conditions at time of development warrant such protection.

3. **Comprehensive Plan Review:**

Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

Existing Land Use According to the Lake County Comprehensive Plan:

“The Urban Low-Density Future Land Use Category provides for a range of residential development at a maximum density of four (4) dwelling units per net buildable acre in addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use.

This category shall be located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities. Within this category any residential development in excess of 10 dwelling units shall be required to provide a minimum 25% of the net buildable area of the entire site as common open space.

The maximum intensity in this category shall be 0.25, except for civic institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.”

Proposed Land Use According to the Eustis Comprehensive Plan:

This designation is provided to accommodate the majority of residential development within the City.

General Range of Uses: This designation is intended to provide for a mix of single family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include ACLF, parks and recreation facilities, and schools. Apartments may be permitted through the PUD process. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density/Intensity: Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions below.

Special Provisions:

- (1) Density bonuses are permitted for the provision of affordable housing, including opportunities for a bonus increase between 5-15 percent in density in the Suburban Residential (SR) classification where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando Metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having incomes less than 120 percent of the Orlando Metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent. A density bonus may also be allowed for energy conservation or green certification as provided for in the LDRs. The combined density bonus for affordable housing and energy conservation/green certification is limited to a total increase of 15%.
- (2) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:
 - a. all such housing is attached to foundations as in the case of conventional site-built construction; and

- b. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.
- (3) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Comparison of Lake County Development Conditions

The existing Lake County future land use designation of the property is Urban Low, which provides for a range of residential development in addition to civic, commercial and office uses at an appropriate scale and intensity to serve this category. Allowable density and intensity in Urban Low is a maximum of 4 dwelling units per acre and intensity of 0.25 to 0.35 floor area ratio, with the sum of residential density and non-residential intensity not exceeding 100%.

Residential: Lake County limits residential development to 4 du/acre while the Suburban Residential would allow 5 du/acre.

Proposed Residential Land Uses.

The City shall limit these uses adjacent to incompatible commercial or industrial lands unless sufficient mitigation, such as buffering and setbacks is provided and available, which lessens the impact to the proposed residences.

Not applicable. The area already includes a mix of uses including single-family residential and commercial. This proposed development can be adequately buffered from the commercial to the west.

Proposed Non-Residential Land Uses.

The City shall generally not permit new industrial uses to be located adjacent to existing or planned residentially designated areas.

Not applicable.

4. Transportation:

Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

This potential added residential development is considered to have no negative impacts on the existing transportation system. At this time, the adjacent transportation network (CR 44) has the capacity to serve the proposed Suburban Residential property, even at a maximum development standard, without negatively affecting the adopted level of service.

5. Water Supply:

Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

City water service and other services are available. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

In Accordance with Chapter 102-16(f), Land Development Regulations

Standards for Review:

In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

a. *Consistent with Comprehensive Plan:*

Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan.

b. *In Conflict with Land Development Regulations:*

Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

The proposed amendment is not in conflict with the Land Development Regulations. At the time of development there will be further review for compliance.

c. *Inconsistent with Surrounding Uses:*

Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

d. *Changed Conditions:*

Whether there have been changed conditions that justify an amendment.

The applicant wishes to annex the property into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. Upon annexation, the subject property will have a full array of municipal services, including central water. These changed conditions warrant a change in the land use designation.

e. *Demand on Public Facilities:*

Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and

services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water and sewer services is available and in close proximity to the site. Adequate capacity is available to serve future development consistent with the requested Suburban Residential future land use designation.

Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

f. *Impact on Environment:*

Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

The site contains no apparent natural resources and is not connected to significant open space.

g. *Orderly Development Pattern:*

Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

The site is contiguous to the City limits. The annexation would create a logical development pattern as it extends the City limits to a more natural boundary in this area (CR 44). This would further the eventual goal of a Eustis area under one local government jurisdiction.

The requested Suburban Residential future land use designation, coupled with a Suburban Neighborhood design district designation, provides for continuation of consistent development patterns.

h. *Public Interest and Intent of Regulations:*

Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations is as follows:

“The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small-town community character and life style.”

The requested designation of Suburban Residential land use will provide for orderly growth and development. This designation would advance the public interest by potentially providing additional housing options, and application of the LDRs to the future development will ensure consistency with the community character and lifestyle of the city.

i. Other Matters:

Any other matters that may be deemed appropriate by the local planning agency or the city commissioners, in review and consideration of the proposed amendment.

No other matters.

Analysis of Design District Request (Ordinance Number 21-12):

Form-Based Code:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect.

1. Standards for Review:

The Land Development Regulations includes the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a. Section 102-17(a) "...Section 109-3 Design Districts:

identifies the definition, structure and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Neighborhood). The Suburban development pattern and intent, and the Suburban neighborhood definition, structure and form description are stated below. The assignment of a Suburban Neighborhood design district designation is appropriate due to the established and proposed development patterns in the area.

b. Sec. 109-2.3. - Residential districts intent statements:

(b). *Suburban residential district (SR).* Areas designated suburban residential (SR) have a maximum density of five units to one acre. The SR designation is intended to provide for a mix of single-family detached, patio homes and townhouse-type dwellings in a suburban atmosphere

The development pattern statement above indicates that residential uses may be provided at higher densities. The proposed development will follow

the district pattern and intent outlined in the Land Development Regulations, and will be consistent with the proposed transect in the area.

c. *Section 102-17(a)*

The following guidelines must be followed when proposing the reassignment of design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed; a Eustis design district designation must be assigned to annexed property; the proposed design district is compatible with the surrounding design districts.

d. *Consistent with Comprehensive Plan:*

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Future Land Use element (including Policy FLU 1.2.4, Development Patterns and FLU 1.3.2. Maintain Residential Compatibility), as well as all other elements of the Comprehensive Plan.

e. *Consistent with Surrounding Uses:*

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Neighborhood definition, structure and form are compatible with the existing uses and any proposed uses permitted under the Suburban Residential future land use designation.

Changed Conditions:

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

f. *Public Facilities.*

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting to Suburban Residential FLU and Suburban Neighborhood Design District is proposed. This amendment would not negatively affect the

demand on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also see analysis of public facilities in above sections of this report.

g. *Impact to Environment:*

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity and minimum open space permitted on the site, so the Design District amendment, in and of itself, would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for protection of environmentally sensitive lands that would apply should conditions at time of development warrant such protection.

h. *Property Values:*

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting Suburban Neighborhood is being proposed; a Eustis design district designation must be assigned to annexed property. This request should not affect negatively property values, but the proposed Design District designation is consistent with the current surrounding design district.

i. *Orderly Development Pattern:*

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The site is contiguous to the City limits. The annexation would create a logical development pattern as it extends the City limits to a more natural boundary in this area (CR 44). This would further the eventual goal of a Eustis area under one local government jurisdiction.

The requested Suburban Residential future land use designation, coupled with a Suburban Neighborhood design district designation, provides for a consistent development transect.

j. *Public Interest and Intent of Regulations:*

Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The requested designation of Suburban Neighborhood design district will provide for orderly growth and development. This designation would advance

the public interest by providing additional housing options, and application of the LDRs to the future development will ensure consistency with the community character and lifestyle of the city.

k. Other Matters:

Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land uses, densities, intensities or required open space. The districts, therefore, must be consistent and follow the urban, suburban and rural transect. This request assigns a Suburban Neighborhood design district designation to an annexation parcel, which is consistent with the existing transect.

Fiscal Impact:

The City will ultimately realize an increase of Ad Valorem taxes at the time of development of the property.

Alternatives:

1. Approve Ordinance Numbers 22-10 (Annexation), 22-11 (Comprehensive Plan Amendment), and 22-12 (Design District Designation).
2. Deny Ordinance Numbers 22-10, 22-11 and 22-12.

Discussion of Alternatives:

Alternative 1 approves the Ordinances.

Advantages:

- The action would be consistent with the expansion plans for the City in accordance with the adopted Eustis Planning Area.
- Annexation would, if developed as proposed, allow an additional housing option.
- The City would have a more compact service area for utilities, police, and fire to increase efficiency and level of service. A more compact service area can reduce the overall per capita cost of providing urban services.
- Annexation would increase the tax base of the City and increase the annual operating revenues.
- The land use change and design district assignment are consistent with the proposed use of the property as a transition between the single-family residential to the west and commercial to the south.
- The action could encourage additional development and/or annexations in that area.

Disadvantages:

- There are no disadvantages.

Alternative 2 denies the Ordinances.

(If Ordinance Number 22-10 is denied, the Commission cannot approve Ordinance Numbers 22-11 and 22-12.)

Advantages:

- The City would not have to provide services to the subject property.
- The Commission could consider a different Land Use or Design District designation for the property.

Disadvantages:

- Denying annexation would create a gap in the City's natural growth boundary as defined by the Eustis Planning Area.
- The action would eliminate the potential for increased operating revenue and the subject property would continue to receive the indirect benefits of City services that are provided to adjacent properties without paying City taxes.
- The City would continue to experience gaps in its service area causing service inefficiency and confusion regarding City boundaries.
- The City could lose an economic development opportunity.

Community Input

The department has notified surrounding property owners within 500 feet of the site; placed the proper legal advertisements in the newspaper; and the applicant posted the site.

Budget / Staff Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Prepared By:

Jeff Richardson, AICP, Deputy Director, Development Services

Reviewed By:

Heather Croney, Senior Planner, Development Services

Mike Lane, AICP, Director, Development Services

Attachments:

Ordinance Number 22-10, Exhibit A: Location

Ordinance Number 22-11, Exhibit A: Land Use Map

Ordinance Number 22-12, Exhibit A: Design District Map

ORDINANCE NUMBER 22-10

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 16.28 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBERS 3395948 AND 1407877, ON THE NORTH SIDE OF COUNTY ROAD 44, EAST OF SOUTH FISH CAMP ROAD.

WHEREAS, G.L. Summitt Engineering, Inc, (applicant), made an application on behalf of Tillotson Lorna R and Nicole Wagner, the legal owner of record, has made application for voluntary annexation of approximately 16.28 acres of real property located on the North side of County Road 44, less than 1000 feet east of South Fish Camp Road, more particularly described as:

Parcel Alternate Key: 3395948 Parcel Identification Number: 33-18-26-0002-000-00600

BEG AT NW COR OF SW 1/4 OF NW 1/4, RUN S 1320 FT, E 706 FT, N 540 FT, E 170 FT, N 780 FT, W 876 FT TO POB--LESS THAT PART LYING S OF SR 44-- ORB 5882 PG 328.

Parcel Alternate Key: 1407877 Parcel Identification Number: 32-18-26-0001-000-01000

E 324.5 FT OF N 1/2 OF SE 1/4 OF NE 1/4 S OF RR ORB 5882 PG 328.

WHEREAS, the subject property is reasonably compact and contiguous; and

WHEREAS, the annexation of this property will not result in the creation of enclaves; and

WHEREAS, the subject property is located within the City of Eustis Planning Area, and water service is available to the property; and

WHEREAS, on May 19, 2022, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on June 2, 2022, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately 16.28 acres of real property, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

SECTION 2.

That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

SECTION 3.

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

SECTION 5.

That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 6.

That this Ordinance shall become effective upon passing.

SECTION 7.

That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 2nd day of June, 2022.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

Ordinance Number 22-10
Annexation 2022-A-02
Alternate Key Numbers 3395948 and 1407877
Page 3 of 5

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 3rd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office

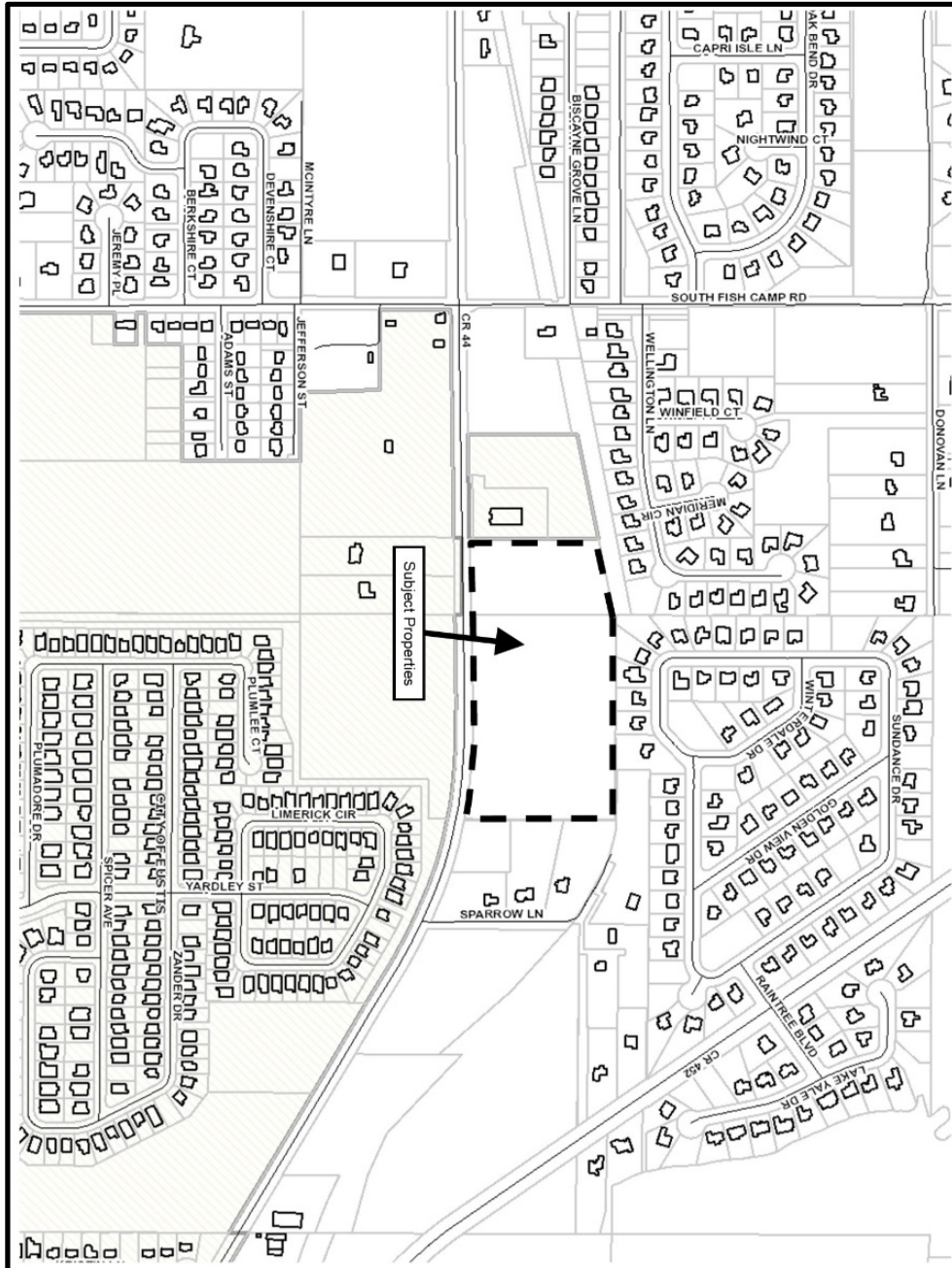
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-10 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT A



Ordinance Number 22-10
 Annexation 2022-A-02
 Alternate Key Numbers 3395948 and 1407877
 Page 5 of 5

ORDINANCE NUMBER 22-11

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 16.28 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 3395948 AND 1407877, ON THE NORTH SIDE OF COUNTY ROAD 44, EAST OF SOUTH FISH CAMP ROAD FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

WHEREAS, State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 In Compliance pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Chapter 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 16.28 acres of real property located on the North side of County Road 44, less than 1000 feet east of South Fish Camp Road, and more particularly described herein; and

WHEREAS, on May 19, 2022, the Local Planning Agency held a Public Hearing to consider the adoption of a Small-Scale Future Land Use Amendment for this change in designation; and

WHEREAS, on May 19, 2022, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency's recommendation to adopt the Small-Scale Future Land Use Amendment contained herein; and

WHEREAS, on June 2, 2022, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small-Scale Future Land Use Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

Land Use Designation: That the Future Land Use Designation of the real property as described below shall be changed from Urban Low in Lake County to Suburban Residential within the City of Eustis:

Parcel Alternate Key: 3395948 Parcel Identification Number: 33-18-26-0002-000-00600

BEG AT NW COR OF SW 1/4 OF NW 1/4, RUN S 1320 FT, E 706 FT, N 540 FT, E 170 FT, N 780 FT, W 876 FT TO POB--LESS THAT PART LYING S OF SR 44-- ORB 5882 PG 328.

Parcel Alternate Key: 1407877 Parcel Identification Number: 32-18-26-0001-000-01000

E 324.5 FT OF N 1/2 OF SE 1/4 OF NE 1/4 S OF RR ORB 5882 PG 328.

SECTION 2.

Map Amendment and Notification: That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

SECTION 3.

Conflict: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

Severability: That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 5.

Effective Date: The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 2nd day of June, 2022.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 3rd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office

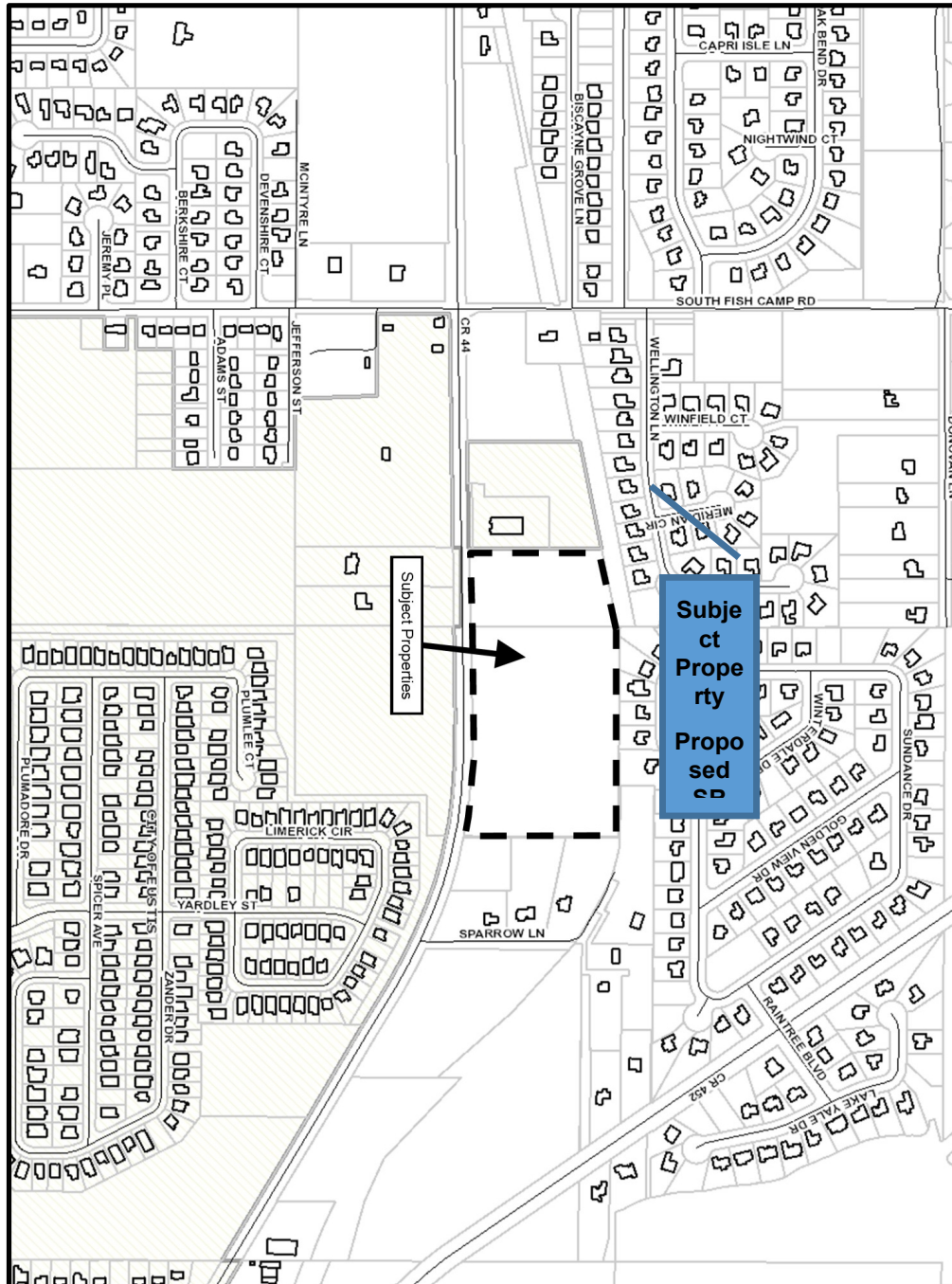
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-11 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Exhibit A



ORDINANCE NUMBER 22-12

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 16.28 ACRES OF REAL PROPERTY ON THE NORTH SIDE OF COUNTY ROAD 44, EAST OF SOUTH FISH CAMP ROAD.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Suburban Neighborhood to approximately 16.28 acres of recently annexed real property further described below, and

WHEREAS, on May 19, 2022, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on June 2, 2022, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real property described below and shown on Exhibit A shall be Suburban Neighborhood:

Parcel Alternate Key: 3395948 Parcel Identification Number: 33-18-26-0002-000-00600

BEG AT NW COR OF SW 1/4 OF NW 1/4, RUN S 1320 FT, E 706 FT, N 540 FT, E 170 FT, N 780 FT, W 876 FT TO POB--LESS THAT PART LYING S OF SR 44-- ORB 5882 PG 328.

Parcel Alternate Key: 1407877 Parcel Identification Number: 32-18-26-0001-000-01000

E 324.5 FT OF N 1/2 OF SE 1/4 OF NE 1/4 S OF RR ORB 5882 PG 328.

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the

Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon annexation of the subject property through approval of Ordinance Number 22-10.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 2nd day of June, 2022.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 3rd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission but I have not performed an independent title examination as to the accuracy of the legal description.

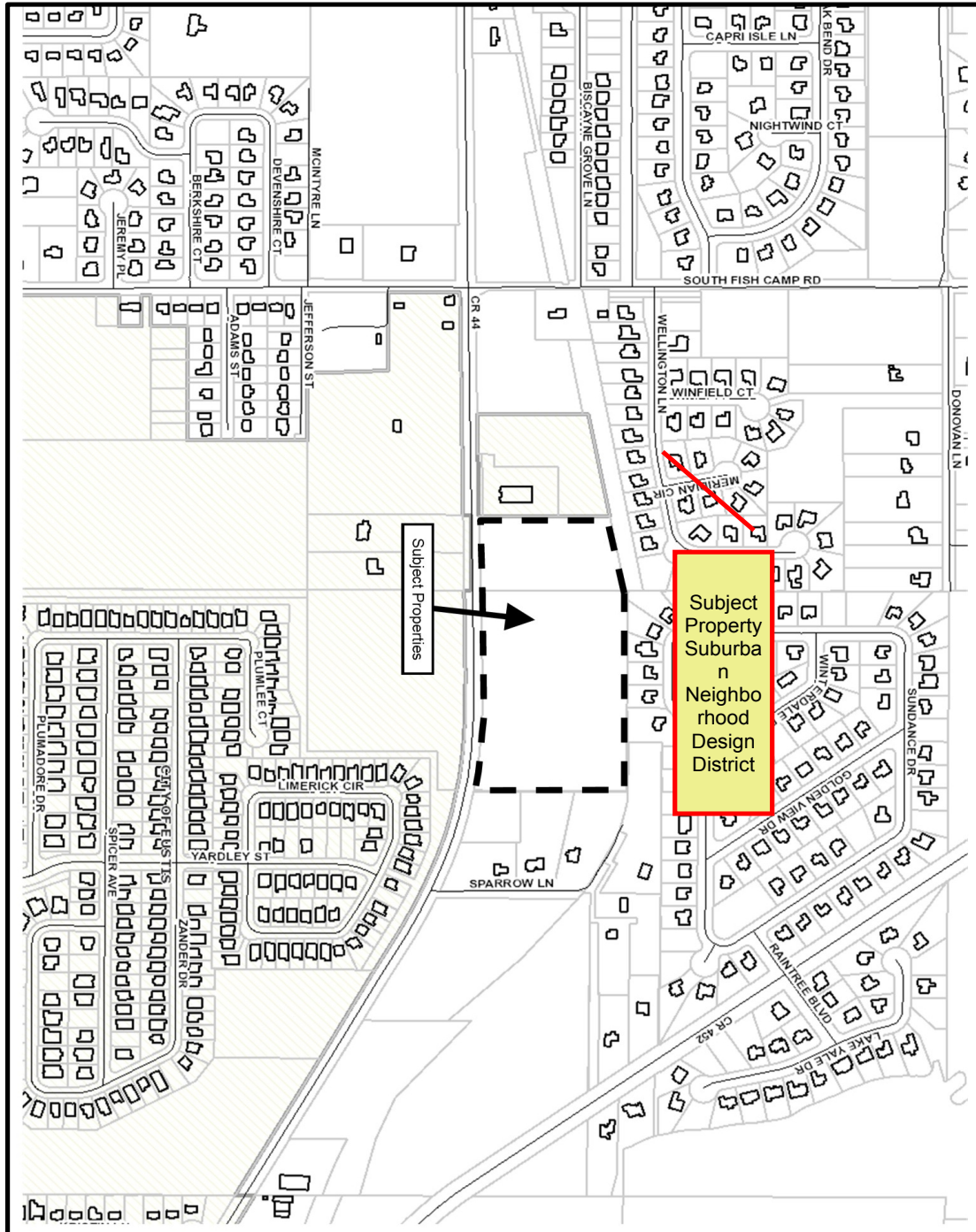
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-12 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Exhibit A





City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: ORDINANCE NUMBER 22-13 – VOLUNTARY ANNEXATION
ORDINANCE NUMBER 22-14 – COMPREHENSIVE PLAN AMENDMENT
ORDINANCE NUMBER 22-15 – DESIGN DISTRICT ASSIGNMENT
ALL FOR PROPERTY LOCATED ON JOLEEN DRIVE

Introduction:

This item was on first reading on May 19, 2022. This is consideration of second and final reading. Ordinance Number 22-13 provides for the voluntary annexation of approximately 0.36 acres located on the south side of Joleen Drive (Alternate Key Numbers 1723183).

Background:

The site contains approximately 0.36 acres, and is located within the Eustis Joint Planning Area and is currently vacant. The site is contiguous to the City on its western and southern boundary. The applicant and property owner, Legacy Homes FL, LLC via representative Melissa Best, wishes to annex the property, change the future land use to Suburban Residential (SR), and assign a design district of Suburban Neighborhood. The current Lake County land use designation for the subject property is Urban Low. The Lake County land use designation allows for residential uses up to 4 dwelling units per net buildable acre in addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use. The property owner has requested the SR land use designation within the City of Eustis. The SR land use provides for residential uses up to 5 dwelling units per acre. The requested SR designation permits the proposed residential use and is consistent with the land use designation of properties to the west and south that are within the City of Eustis and those unincorporated properties in the immediate areas. The SR designation allows for similar uses as those that are in existence immediately adjacent to the property.

Provided the annexation of the subject property is approved with Ordinance Number 22-10, Ordinance Number 22-14 would change the future land use designation from Urban Low in Lake County to Suburban Residential in the City of Eustis, and Ordinance Number 22-15 would assign the subject property a design district designation of Suburban Neighborhood. If

Ordinance Number 22-13 is denied, then there can be no consideration of Ordinance Numbers 22-14 and 22-15.

Recommended Action:

1. Approve Ordinance Numbers 22-13 (Annexation), 22-14 (Comp. Plan Amendment), and/or 22-15 (Design District Designation).
2. Deny Ordinance Number 22-13, which Ordinance Numbers 22-14 and 22-15.

Policy Implications:

None

Alternatives:

1. Approve Ordinance Numbers 22-13 (Annexation), 22-14 (Comp. Plan Amendment), and/or 22-15 (Design District Designation).
2. Deny Ordinance Number 22-13, which will negate Ordinance Numbers 22-14 and 22-15.

Budget Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Attachments:

[Staff Report Ordinance 22-13, 22-14, 22-15 Joleen Dr Annex FLU DD](#)
[Ordinance No. 22-13 Annexation](#)
[Ordinance No. 22-14 FLUMA](#)
[Ordinance No. 22-15 Design Dist](#)

Reviewed by:

Tom Carrino, City Manager
Christine Halloran, City Clerk

Approved - 27 May 2022
Approved - 27 May 2022



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION
FROM: TOM CARRINO, INTERIM CITY MANAGER
DATE: JANUARY 20, 2022
RE: **EXPLANATION OF ORDINANCES FOR PROPERTY ON JOLEEN DRIVE**
Ordinance Number 22-13 – Voluntary Annexation
Ordinance Number 22-14 – Comprehensive Plan Amendment
Ordinance Number 22-15 – Design District Assignment

Introduction

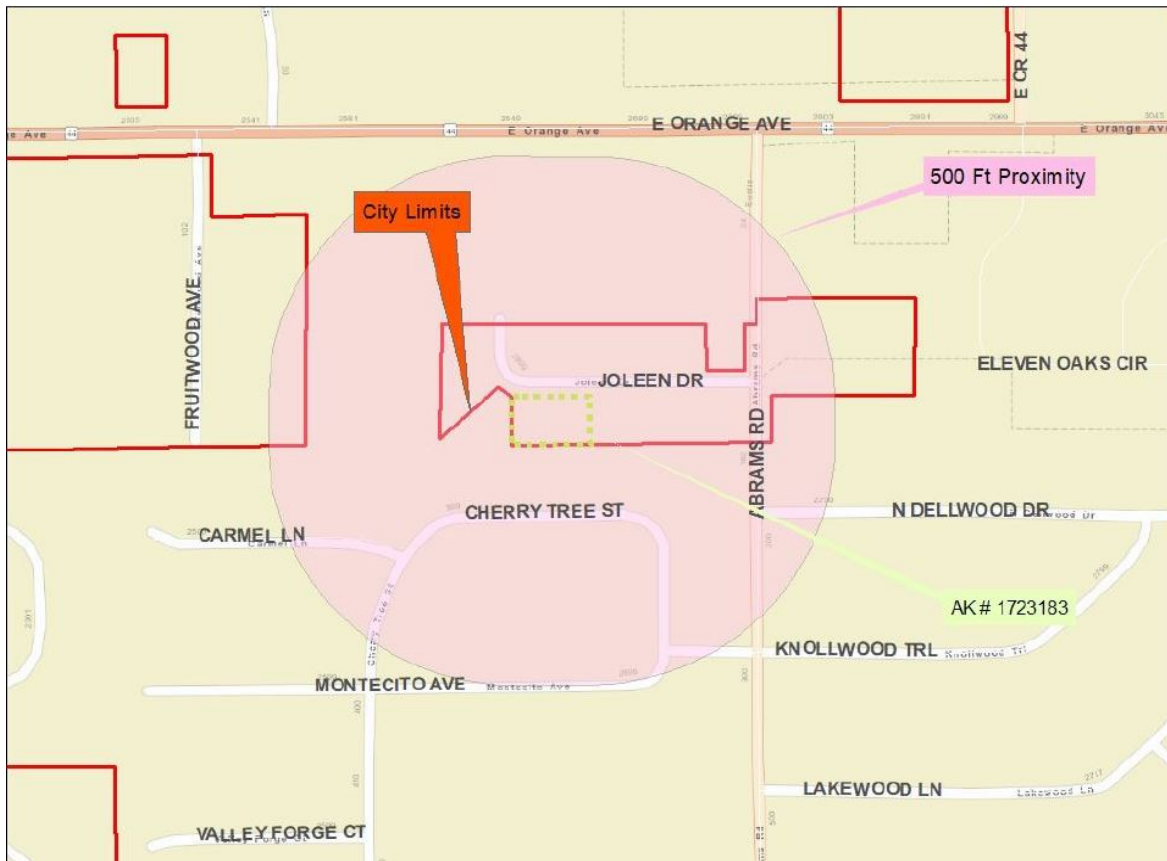
Ordinance Number 22-13 provides for the voluntary annexation of approximately 0.36 acres located on the south side of Joleen Drive (Alternate Key Numbers 1723183). Provided the annexation of the subject property is approved, Ordinance Number 22-14 would change the future land use designation from Urban Low in Lake County to Suburban Residential (SR) in the City of Eustis, and Ordinance Number 22-15 would assign the subject property a design district designation of Suburban Neighborhood. If Ordinance Number 22-13 is denied, then there can be no consideration of Ordinance Numbers 22-14 and 22-15.

Recommended Action

The administration recommends approval of Ordinance Numbers 22-13, 22-14, and 22-15.

Background/Pertinent Site Information

1. The site contains approximately 0.36 acres, and is located within the Eustis Joint Planning Area. The site is currently vacant with vegetation in existence. *Source: Lake County Property Appraisers' Office Property Record Card Data.*
2. The site is contiguous to the City on its western and southern boundary.
3. The site has a Lake County land use designation of Urban Low, but approval of Ordinance Number 22-13 would change the land use designation to Suburban Residential (SR) in the City of Eustis.



Surrounding properties have the following land use designations:

Location	Existing Use	Future Land Use	Design District
Site	Vacant	Urban Low (Lake County)	N/A
North	Vacant	Urban Low (Lake County)	N/A
South	Single Family Residence	Suburban Residential (City of Eustis)	N/A
East	Single Family Residence	Urban Low (Lake County)	N/A
West	Single Family Residence	Suburban Residential	Suburban Neighborhood

Applicant's Request

The applicant and property owner, Legacy Homes FL, LLC via representative Melissa Best, wishes to annex the property, change the future land use to Suburban Residential (SR), and assign a design district of Suburban Neighborhood.

2022-A-03 and 2022-CPLUS-03
Ordinance Numbers 22-13, 22-14, and 22-15
Joleen Drive: AK's 1445370 and 1445094
Page 2 of 19

The current Lake County land use designation for the subject property is Urban Low. The Lake County land use designation allows for residential uses up to 4 dwelling units per 1 net buildable acre in addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use.

The property owner has requested the SR land use designation within the City of Eustis. The SR land use provides for residential uses up to 5 dwelling units per acre. The requested SR designation permits the proposed residential use and is consistent with the land use designation of properties to the west and south that are within the City of Eustis and those unincorporated properties in the immediate areas. The SR designation allows for similar uses as those that are in existence immediately adjacent to the property.

Analysis of Annexation Request (Ordinance Number 22-13)

1. Resolution Number 87-34 – Joint Planning Area Agreement with Lake County:

“The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law.....The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

The subject property is located within the Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested SR future land use designation.

2. Florida Statutes Voluntary Annexation - Chapter 171.044(1):

“The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”

The Joint Planning Area boundaries define the reasonably compact area where the City could provide services effectively and efficiently. The subject property lies within that planning area; it is contiguous to the City limits on the western boundary; and the owner petitioned for annexation.

3. Florida Statutes Voluntary Annexation - Chapter 171.044(2):

“...Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town...”

The department published notice of this annexation in the Daily Commercial in accordance with the requirements on May 5, 2022 and May 12, 2022.

4. Florida Statutes Voluntary Annexation - Chapter 171.044(5):

“Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

Annexation of the subject property does not create an enclave; it reduces the size of an existing enclave.

5. Florida Statutes Voluntary Annexation - Chapter 171.044(6):

“Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection 2, the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located...”

The department provided notice to the Lake County Board of County Commissioners on April 27, 2022.

Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 22-14)

In Accordance with Florida Statutes Chapter 163.3177.9.:

Discourage Urban Sprawl:

Primary Indicators of Sprawl:

The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

Review of Indicators

1. Low Intensity Development:

Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The requested future land use will provide for a higher density (5 du/acre) than the county FLU (4 du/acre) allows.

2. Urban Development in Rural Areas:

Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The site is adjacent to existing similar style residential development. The subject property is located approximately 1.75 miles from the downtown Eustis core.

3. Strip or Isolated Development:

Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The site is adjacent to existing/approved residential development. The proposed designation is consistent with the character of the surrounding area.

4. Natural Resources Protection:

Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge

areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

This indicator does not apply. The subject property is not in a floodplain nor does it contain wetlands. Building permit approval is required before development may begin. The Comprehensive Plan and the Land Development Regulations include standards for protection of environmentally sensitive lands that would apply should conditions at time of development warrant such protection.

5. *Agricultural Area Protection:*

Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This indicator does not apply. This site and adjacent areas do not support active agricultural or silvicultural activities. The site is within an existing developed residential area.

6. *Public Facilities:*

Fails to maximize use of existing public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of City water service. Unless the developer extends sewer lines to serve the site, septic systems must be utilized.

7. *Cost Effectiveness and Efficiency of Public Facilities:*

Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing and future development consistent with the requested SR future land use designation. The City provides these services to other properties in the area, so efficiency will improve. The property will utilize existing water service already provided to other properties in the area increasing efficiency and cost effectiveness.

8. *Separation of Urban and Rural:*

Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. No nearby properties contain active agricultural activities or uses. The surrounding area is developed or has development entitlements attached to the land. These developments have densities and intensities that are clearly suburban uses. The single-family character of the SR land use designation and the Suburban Neighborhood design district are compatible with the existing development pattern.

9. *Infill and Redevelopment:*

Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. This property is a logical extension of development for the city. Infill development is occurring in the city, mostly on existing platted lots. The SR future land use and Suburban Neighborhood design district are compatible and consistent with the existing development pattern.

10. Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator does not apply. The site is surrounded by single-family development on the adjacent properties, which is consistent with permitted uses in the area. A variety of other uses are evident, including various commercial uses, Within .25 to .5 miles of the subject property.

11. Accessibility among Uses:

Results in poor accessibility among linked or related land uses.

This indicator does not apply. The Land Development Regulations include provisions to provide adequate accessibility and linkages between related uses. Development Services will ensure compliance with these standards at time of development review.

12. Open Space:

Results in the loss of significant amounts of functional open space.

This indicator does not apply. The site does not contain functional open space and is not connected to regionally important open space.

13. Urban Sprawl:

The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

a. Direction of Growth:

Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

The site is adjacent to existing urban/suburban development patterns and is a logical extension of the urban development boundary. The Comprehensive Plan and Land Development Regulations have provisions to protect natural resources and ecosystems at time of site plan approval.

b. Efficient and Cost-Effective Services:

Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

Water service is already available. This property using existing water service will increase the efficiency and cost effectiveness of these services.

c. Walkable and Connected Communities:

Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices

and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

At time of development, the site must meet the City's Land Development Regulations. The site is within close proximity to local parks. Hidden Waters, a Lake County Water Authority Regional Park is about three-quarters (¾) of a mile from the subject property.

d. Water and Energy Conservation:

Promotes conservation of water and energy.

Modifications or redevelopment of the site must meet City development and Florida Building Code standards that will require energy and water efficient appliances.

e. Agricultural Preservation:

Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable; this site and adjacent areas do not support active agricultural or silvicultural activities. The site is within an existing developed residential area.

f. Open Space:

Preserves open space and natural lands and provides for public open space and recreation needs.

This is not applicable. The site does not provide functional open space or natural areas.

g. Balance of Land Uses:

Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

This does not apply. The proposed use for residential development is similar with surrounding uses. Existing commercial development exists in close proximity to serve the residential population.

h. Urban Form Densities and Intensities:

Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Not applicable. This is infill development consistent and compatible with existing surrounding development.

In Accordance with Comprehensive Plan Future Land Use Element Appendix:

All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public

facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

Major Categories of Plan Policies:

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the major categories of Plan policies as follows:

1. General Public Facilities/Services:

Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

a. Emergency Services Analysis:

The subject property is located approximately 1.75 miles from the downtown core. Eustis emergency services already provide emergency response to other properties in the area. Additionally, fire service (Eustis Fire Station 22) is located within approximately 2.6 miles of the subject property. Any development consistent with the SR future land use designation would not have a significant negative impact on the operations of Eustis emergency services.

b. Parks & Recreation:

In 2010, the City prepared a Park Inventory and Level of Service Demand and Capacity analysis as part of the Comprehensive Plan Evaluation and Appraisal Report. The results show that a surplus of park area exists up to and beyond the City's population reaching 20,015. The current population is just over the study amount (21,689). However, as the subject lots are pre-platted, the development will not be required to provide onsite dedicated park space.

c. Potable Water & Sanitary Sewer:

Water is available to the subject property. The following outlines the water and wastewater demand based on a maximum development potential scenario.

Potential Residential Demand

2 Dwelling Units

Water – 2 x 351 GPD = 702 GPD

According to the City of Eustis Public Works Department, water capacity is available to serve up to and including the maximum development potential. Unless the developer extends sewer to serve the properties, wastewater will be by septic tank and will follow the Lake County Health Department rules.

d. ***Schools:***

The proposed change will not negatively impact schools. The addition of up to five dwelling units is considered a de-minimis development and does not require a school impact report.

e. ***Solid Waste:***

The City contracts with Waste Management for hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in delivery of services.

f. ***Stormwater:***

The Comprehensive Plan and Land Development Regulations include level of service standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.

g. ***Transportation Network Analysis:***

This potential added residential development is considered de-minimis development for transportation and is considered to have no negative impacts on the existing transportation system. At this time, the adjacent transportation network has the capacity to serve the proposed SR property, even at a maximum development standard, without negatively affecting the adopted level of service.

2. Natural Resources/Natural Features:

The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically, each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

a. ***Ground water recharge areas:***

The site is not within a high recharge area, nor a wellhead protection area. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.

- b. *Historical or archaeological sites:*

The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist.

- c. *Flood zones:*

The subject property is not located within a flood zone. Source - Lake County GIS - 2012 Flood Zones.

- d. *Soil and topography:*

The site soils are Lake, sands, 0 to 2 percent slopes. Lake soils are very deep, excessively drained and permeable soils.

The depth to a restriction feature or the water table is at 80 inches or more below the surface. Permeability is rapid. This 0.36-acre site is surrounded by existing/approved residential development and not suited to agriculture.

As building permit approval must be obtained before redevelopment can begin, the Comprehensive Plan and the Land Development Regulations include standards for protection of environmentally sensitive lands that would apply should conditions at time of development warrant such protection.

3. Comprehensive Plan Review:

Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

Existing Land Use According to the Lake County Comprehensive Plan:

"The Urban Low Density Future Land Use Category provides for a range of residential development at a maximum density of four (4) dwelling units per net buildable acre in addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use.

This category shall be located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities. Within this category any residential development in excess of 10 dwelling units shall be required to provide a minimum 25% of the net buildable area of the entire site as common open space.

The maximum intensity in this category shall be 0.25, except for civic institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60."

Proposed Land Use According to the Eustis Comprehensive Plan:

The Suburban Residential (SR) land use designation is provided to accommodate the majority of residential development within the City. The general range of uses include: a mix of single family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include ACLF, parks and recreation facilities, and schools. Apartments may be permitted through the PUD process. Public and utility services and facilities that are 2 acres or less in size are also permitted. Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre.

The land use designations of residential properties within the City of Eustis in the surrounding area are generally Suburban Residential (SR) with a maximum density of 5 dwelling units per acre (du/ac).

The surrounding properties, immediately adjacent to the north and east, are unincorporated areas are designated Urban low with a maximum density of 4 dwelling units per net buildable acre.

Proposed Residential Land Uses.

The City shall limit these uses adjacent to incompatible commercial or industrial lands unless sufficient mitigation, such as buffering and setbacks is provided and available, which lessens the impact to the proposed residences.

Not applicable. The area is established residential neighborhoods.

Proposed Non-Residential Land Uses.

The City shall generally not permit new industrial uses to be located adjacent to existing or planned residentially designated areas.

Not applicable.

4. Transportation:

Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

This potential added residential development is considered de-minimis development for transportation and is considered to have no negative impacts on the existing transportation system. At this time, the adjacent transportation network has the capacity to serve the proposed SR property, even at a maximum development standard, without negatively affecting the adopted level of service.

5. Water Supply:

Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

City water service and other services are available. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

In Accordance with Chapter 102-16(f), Land Development Regulations

Standards for Review:

In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

a. *Consistent with Comprehensive Plan:*

Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan.

b. *In Conflict with Land Development Regulations:*

Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

The proposed amendment is not in conflict with the Land Development Regulations. At the time of development there will be further review for compliance.

c. *Inconsistent with Surrounding Uses:*

Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

The SR future land use designation is designed for single-family residential areas. The surrounding existing uses are also single-family residential. The SR designation is intended to provide for residential uses in a suburban atmosphere.

d. *Changed Conditions:*

Whether there have been changed conditions that justify an amendment.

The applicant wishes to annex the property into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. Upon annexation, the subject property will have a full array of municipal services, including central water. These changed conditions warrant a change in the land use designation.

e. *Demand on Public Facilities:*

Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water service is available to the site. Adequate capacity is available to serve future development consistent with the requested Suburban Residential future land use designation. This single-family residential development is considered de-minimis for all infrastructure and services.

Sewer service is not currently available to this property. Unless the developer extends sewer to serve the property, septic will need to be utilized. Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

f. Impact on Environment:

Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

The site contains no apparent natural resources and is not connected to significant open space.

g. Orderly Development Pattern:

Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

The site is within an existing enclave contiguous to the City limits. The annexation would create a logical development pattern as it makes the City limits more compact, to reach the eventual goal of a Eustis area under one local government jurisdiction.

The requested SR future land use designation, coupled with a Suburban Neighborhood design district designation, provides for a consistent development transect.

h. Public Interest and Intent of Regulations:

Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations is as follows:

“The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small-town community character and life style”

The requested designation of SR land use will provide for orderly growth and development. This designation would advance the public interest by providing housing options and services, and application of the LDRs to the future development will ensure consistency with the community character and lifestyle.

i. Other Matters:

Any other matters that may be deemed appropriate by the local planning agency or the city commissioners, in review and consideration of the proposed amendment.

No other matters.

Analysis of Design District Request (Ordinance Number 22-15):

Form-Based Code:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect

1. Standards for Review:

The Land Development Regulations includes the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a. Section 102-17(a) "...Section 109-3 Design Districts:

identifies the definition, structure and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Neighborhood). The Suburban development pattern and intent, and the Suburban neighborhood definition, structure and form description are stated below. The assignment of a Suburban Neighborhood design district designation is appropriate due to the established and proposed development patterns in the area.

b. Sec. 109-3.4. Suburban development pattern intent statements:

Intent. Suburban development pattern...relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Each land use provides for pedestrian and bicycle connections.

Design districts – Suburban Neighborhood

a. Definition. Predominately residential uses with some neighborhood scale commercial services.

b. Structure. Interconnected trails, bikeways and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods.

c. Form. Mix of detached residential uses with some neighborhood supporting retail, parks and civic spaces as focal points in the neighborhoods.

The Suburban development patterns statement above indicates that residential uses are primarily located on streets with fewer vehicle connections. A Suburban Neighborhood designation follows the district pattern and intent outlined in the Land Development Regulations, and is consistent with the existing transect in the area.

c. Section 102-17(a)

The following guidelines must be followed when proposing the reassignment of design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed; a Eustis design district designation must be assigned to annexed property; the proposed design district is compatible with the surrounding design districts.

d. Consistent with Comprehensive Plan:

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Future Land Use element (including Policy FLU 1.2.4, Development Patterns and FLU 1.3.2. Maintain Residential Compatibility), as well as all other elements of the Comprehensive Plan.

e. Consistent with Surrounding Uses:

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Neighborhood definition, structure and form are compatible with the existing uses and any proposed uses permitted under the Suburban Residential future land use designation.

f. Changed Conditions:

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

g. Public Facilities.

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not

limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting is not proposed. This amendment will not change the demand on public facilities. Assigning a design district to an annexation property will not change the demand on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also see analysis of public facilities in above sections of this report.

h. Impact to Environment:

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcel. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for protection of environmentally sensitive lands that would apply should conditions at time of development warrant such protection.

i. Property Values:

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting is not being proposed; a Eustis design district designation must be assigned to annexed property. This request should not affect property values, because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

j. Orderly Development Pattern:

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The request is assignment of a design district to an annexation parcel, not redistricting. However, the proposed Design District designation is consistent with the suburban development pattern identified in Section 109-5.5 of the Land Development Regulations. Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

k. Public Interest and Intent of Regulations:

Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The request is assignment of a design district to an annexation parcel, not redistricting. The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

I. Other Matters:

Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land uses, densities, intensities or required open space. The districts, therefore, must be consistent and follow the urban, suburban and rural transect. This request assigns a Suburban Neighborhood design district designation to an annexation parcel, which is consistent with the existing transect.

Applicable Policies and Codes

1. Resolution Number 87-34

Joint Planning Area Agreement with Lake County: "The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law..... The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area."

2. Florida Statutes Chapter 171.044: Voluntary Annexation:

- a. "The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality."
- b. "Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves."

3. Comprehensive Plan - Suburban Residential (SR): This designation is provided to accommodate the majority of residential development within the City. General Range of Uses: This designation is intended to provide for a mix of single family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include ACLF, parks and recreation facilities, and schools. Apartments may be permitted through the PUD process. Public and utility services and facilities that are 2 acres or less in size are also permitted. Maximum Density/Intensity: Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions below.

4. Land Development Regulations Section 109-5.5(b)(1): The Suburban Neighborhood Design District has predominately residential uses with some neighborhood scale commercial services with interconnected trails, bikeways and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods.

5. Land Development Regulations Section 109-2.3: The SR land use has a maximum density of five units to one acre. The SR designation is intended to provide for a mix of single-family detached, patio homes and townhouse-type dwellings in a suburban atmosphere.

Fiscal Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Alternatives:

1. Approve Ordinance Numbers 22-13 (Annexation), 22-14 (Comp. Plan Amendment), and/or 22-15 (Design District Designation).
2. Deny Ordinance Numbers 22-13, 22-14 and 22-15.

Discussion of Alternatives:

Alternative 1 approves the Ordinances.

Advantages:

- The action would be consistent with the expansion plans for the City in accordance with the adopted Eustis Planning Area.
- Annexation would reduce the size of an existing enclave.
- The City would have a more compact service area for utilities, police, and fire to increase efficiency and level of service. A more compact service area can reduce the overall per capita cost of providing urban services.
- Annexation would increase the tax base of the City and increase the annual operating revenues.
- The land use change and design district assignment are consistent with the proposed use of the property and the nature of the surrounding area.
- The action could encourage additional development and/or annexations in that area.

Disadvantages:

- There are no disadvantages.

Alternative 2 denies the Ordinances.

(If Ordinance Number 22-13 is denied, the Commission cannot approve Ordinance Numbers 22-14 and 22-15.)

Advantages:

- The City would not have to provide services to the subject property.
- The Commission could consider a different Land Use or Design District designation for the property.

Disadvantages:

- Denying annexation would create a gap in the City's natural growth boundary as defined by the Eustis Planning Area.

- The action would eliminate the potential for increased operating revenue and the subject property would continue to receive the indirect benefits of City services that are provided to adjacent properties without paying City taxes.
- The City would continue to experience gaps in its service area causing service inefficiency and confusion regarding City boundaries.
- The City could lose an economic development opportunity.

Community Input

The department has notified surrounding property owners within 500 feet of the site; placed the proper legal advertisements in the newspaper; and the applicant posted the site. The department received one inquiry from a member of the public regarding this request.

Budget / Staff Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Prepared By:

Jeff Richardson, AICP, Deputy Development Services Director

Reviewed By:

Mike Lane, AICP, Development Services Director

Heather Croney, Senior Planner

Attachments:

Ordinance Number 22-13, Exhibit A: Location

Ordinance Number 22-14, Exhibit A: Land Use Map

Ordinance Number 22-15, Exhibit A: Design District Map

ORDINANCE NUMBER 22-13

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 0.36 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBER 1723183, ON THE SOUTH SIDE OF JOLEEN DRIVE, WEST OF ABRAMS ROAD.

WHEREAS, Melissa Best of Legacy Homes FL LLC made an application for voluntary annexation of approximately 0.36 acres of real property located on the South side of Joleen Drive, approximately 313 feet west of Abrams Road, more particularly described as:

Parcel Alternate Key: 1723183 Parcel Identification Number: 07-19-27-0700-000-00500

Lots 5 and 6 in Joleen Estates, a subdivision in Lake County, Florida, as recorded in Plat Book 17, Page 27, Public Records of Lake County, Florida.

WHEREAS, the subject property is reasonably compact and contiguous; and

WHEREAS, the annexation of this property will not result in the creation of enclaves; and

WHEREAS, the subject property is located within the City of Eustis Planning Area, and water service is available to the property; and

WHEREAS, on May 19, 2022, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on June 2, 2022, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately 0.36 acres of real property, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

SECTION 2.

That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

SECTION 3.

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

SECTION 5.

That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 6.

That this Ordinance shall become effective upon passing.

SECTION 7.

That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 2nd day of June, 2022.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 3rd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office

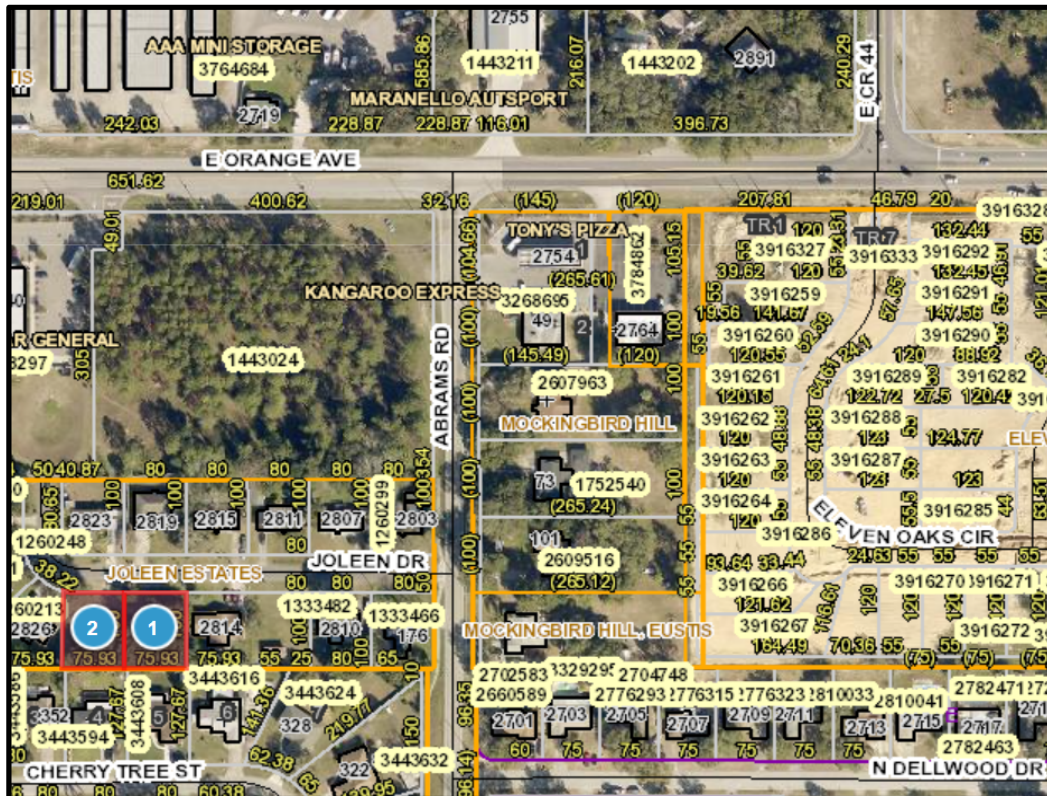
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-13 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT A



Ordinance Number 22-13
Annexation 2022-A-03
Alternate Key Number 1723183
Page 4 of 4

ORDINANCE NUMBER 22-14

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 0.36 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1723183, ON THE SOUTH SIDE OF JOLEEN DRIVE, WEST OF ABRAMS ROAD FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

WHEREAS, State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 In Compliance pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Chapter 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 0.36 acres of real property located on the South side of Joleen Drive, approximately 313 feet west of Abrams Road, and more particularly described herein; and

WHEREAS, on May 19, 2022, the Local Planning Agency held a Public Hearing to consider the adoption of a Small-Scale Future Land Use Amendment for this change in designation; and

WHEREAS, on May 19, 2022, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency's recommendation to adopt the Small-Scale Future Land Use Amendment contained herein; and

WHEREAS, on June 2, 2022, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small Scale Future Land Use Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

Land Use Designation: That the Future Land Use Designation of the real property as described below shall be changed from Urban Low in Lake County to Suburban Residential within the City of Eustis:

Parcel Alternate Key: 1723183 Parcel Identification Number: 07-19-27-0700-000-00500

Lots 5 and 6 in Joleen Estates, a subdivision in Lake County, Florida, as recorded in Plat Book 17, Page 27, Public Records of Lake County, Florida.

SECTION 2.

Map Amendment and Notification: That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

SECTION 3.

Conflict: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

Severability: That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 5.

Effective Date: The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 2nd day of June, 2022.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

Ordinance Number 22-14
FLUMA 2022-CPLUS-03
Alternate Key Number 1723183
Page 2 of 4

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 3rd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office

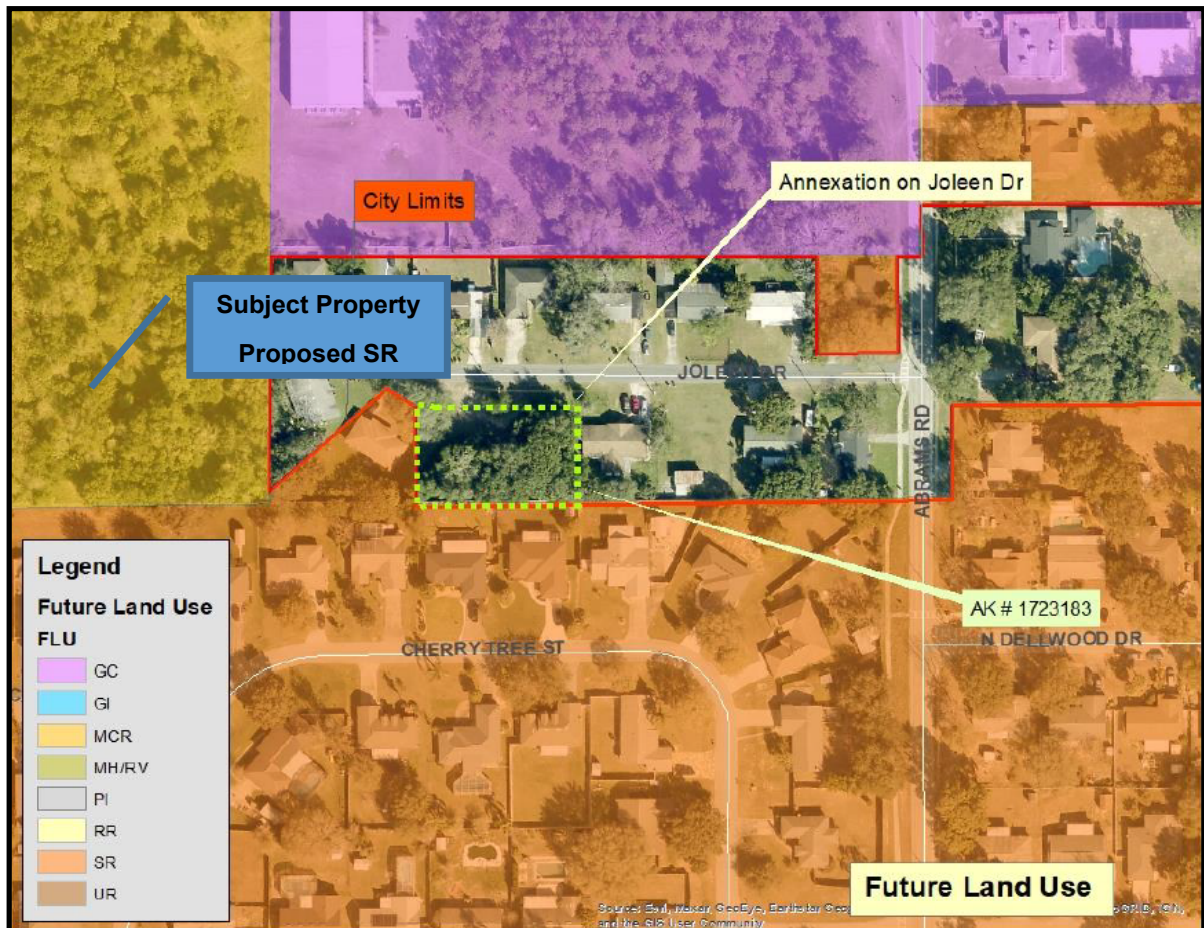
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-14 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Exhibit A



ORDINANCE NUMBER 22-15

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 0.36 ACRES OF REAL PROPERTY ON THE SOUTH SIDE OF JOLEEN DRIVE, WEST OF ABRAMS ROAD.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Suburban Neighborhood to approximately 0.36 acres of recently annexed real property further described below, and

WHEREAS, on May 19, 2022, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on June 2, 2022, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real property described below and shown on Exhibit A shall be Suburban Neighborhood:

Parcel Alternate Key: 1723183

Parcel Identification Number: 07-19-27-0700-000-00500

Lots 5 and 6 in Joleen Estates, a subdivision in Lake County, Florida, as recorded in Plat Book 17, Page 27, Public Records of Lake County, Florida.

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon annexation of the subject property through approval of Ordinance Number 22-13.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 2nd day of June, 2022.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 3rd day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission but I have not performed an independent title examination as to the accuracy of the legal description.

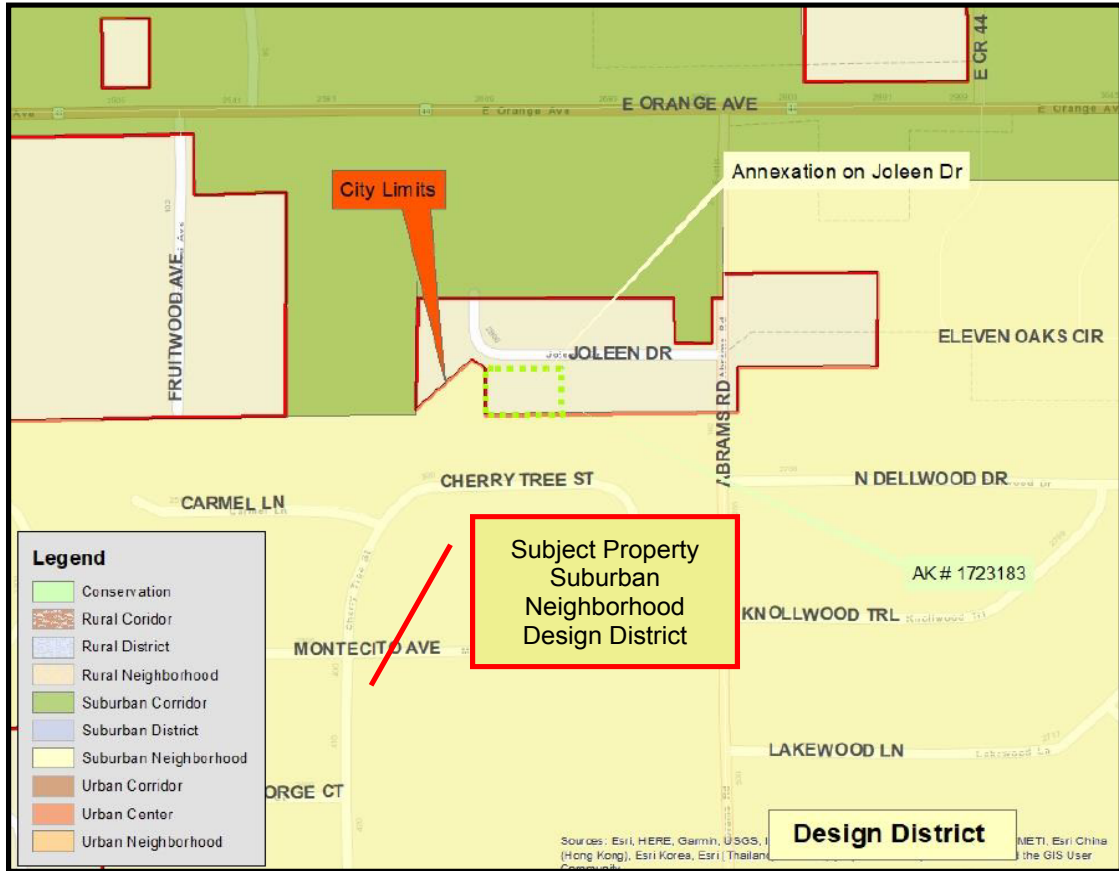
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-15 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Exhibit A





City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: ORDINANCE NUMBER 22-16 ANNUAL UPDATE OF THE FIVE-YEAR CAPITAL IMPROVEMENT OF THE COMPREHENSIVE PLAN FISCAL YEAR 2023-27

Introduction:

Ordinance Number 22-16 approves the FY 2023-27 annual update of the Five-Year Capital Improvements Schedule of the Comprehensive Plan pursuant to F.S. 163.3177(3)5(b).

Background:

See attached Staff Report

Attachments:

[Staff Report - CIP-CIE Ord 22-16](#)

[Ordinance No. 22-16 CIP Acceptance](#)

Reviewed by:

Tom Carrino, City Manager
Christine Halloran, City Clerk

Approved - 27 May 2022
Approved - 27 May 2022



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION
FROM: TOM CARRINO, CITY MANAGER
DATE: JUNE 2, 2022
RE: **ORDINANCE NUMBER 22-16 ANNUAL UPDATE OF THE FIVE-YEAR CAPITAL IMPROVEMENT OF THE COMPREHENSIVE PLAN FISCAL YEAR 2023-27**

Introduction

Ordinance Number 22-16 approves the FY 2023-27 annual update of the Five-Year Capital Improvements Schedule of the Comprehensive Plan pursuant to F.S. 163.3177(3)5(b).

Recommended Action

Staff recommends approval of Ordinance Number 22-16.

Background

Florida Statutes 163.3177(3)5(b) requires the City to undertake an annual review of the Capital Improvements Element and update the Five-Year Capital Improvement Schedule by ordinance. The City Commission reviewed the Capital Improvement Element in a series of workshops and public hearings and accepted the updated Capital Improvement Plan at its regular meeting on June 2nd, 2022.

The schedule of capital improvements includes all publicly funded projects necessary to ensure that the adopted level of service standards is achieved and maintained for the five-year period FY2022-23 through FY2024-27.

Alternatives

1. Approve Ordinance Number 22-16
2. Deny Ordinance Number 22-16

Discussion of Alternatives

1. Approve the Ordinance
 - a. Advantages
 - i. The action fulfills the statutory requirement
 - ii. The Commission has previously accepted the same updated schedule
 - b. Disadvantages
 - i. There is no disadvantage to approving the Ordinance

2. Deny the Ordinance

a. Advantages

- i. The Commission could consider another revised schedule of capital improvement

b. Disadvantages

- i. Potential failure to comply with statutory requirements in a timely manner

Community Input

Staff properly advertised the Ordinance and invites public input during the June 2nd, 2022 (first hearing), and June 16th, 2022 (second hearing) meetings.

Budget/Staff Impact

There is no specific staff or budget impact associated with the Ordinance, other than the obvious budgetary impact of the plan itself which is included in the proposed Budget presented at the June 16th, 2022 workshop held at the City Commission Chambers.

Prepared By:

Nailya Harnisch, Deputy Finance Director

Reviewed By:

Mike Sheppard, Finance Director

Attachments: Ordinance Number 22-16, FY2023 - 27 Five-Year Schedule of Capital Improvement.

ORDINANCE NUMBER 22 - 16

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING THE ANNUAL UPDATE OF THE FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF THE COMPREHENSIVE PLAN PURSUANT TO FLORIDA STATUTES 163.3177(3)5(b); PROVIDING FOR CONFLICTING ORDINANCES, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida Statutes 163.3177(3)(b) requires the City to undertake an annual review of the Capital Improvements Element and update the Five-Year Capital Improvement Schedule by ordinance; and

WHEREAS, the City Commission has reviewed the Capital Improvement Element and accepted the Five-Year Capital Improvement Plan for Fiscal Year 2023 through the Fiscal Year 2027;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1.

That the Capital Improvement Plan for Fiscal Year 2023 through the Fiscal Year 2027 is hereby adopted as the annual update of the Five-Year Capital Improvement Schedule in the Capital Improvement Element based on the Comprehensive Plan requirements.

Section 2.

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 3.

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5.

That this Ordinance shall become effective immediately on passing.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida this 2nd of June 2022.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 16th day of June 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-16 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: ORDINANCE NUMBER 22-17: AMENDING CHAPTER 115 PROHIBITING PLACEMENT OF SIGNS WITHOUT PROPERTY OWNER'S AUTHORIZATION

Introduction:

Ordinance Number 22-17 amends Chapter 115 to prohibit the placement of signs without a property owner's authorization. It also adds Section 115-11.4(b) providing for enforcement and fines.

Background:

Due to issues the City has had primarily with temporary stick-in signs, the City Commission directed staff to review the City's sign ordinance and provide for prohibition and enforcement of illegal signs. City Attorney Derek Schroth and Police Chief Craig Capri worked together to develop the attached ordinance.

Recommended Action:

Staff recommends adoption of Ordinance Number 22-17 and the revisions to the Land Development Regulations (LDR's).

Policy Implications:

Allows for removal of unauthorized signs by property owners (including the City, County and/or State for public rights-of-way) and providing for the issuance of fines not to exceed \$500 per offense.

Alternatives:

- 1) Approve Ordinance Number 22-17 and revise the LDR's.
- 2) Deny Ordinance Number 22-17 and provide further direction to staff on the handling of signs.

Budget Impact:

None

Attachments:

[Ordinance 22-17 Unauthorized Signs Prohibited](#)

Reviewed by:

Tom Carrino, City Manager
Christine Halloran, City Clerk

Approved - 27 May 2022
Approved - 27 May 2022

ORDINANCE NUMBER 22-17

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; AMENDING CHAPTER 115, SECTION 115-11.4 OF THE LAND DEVELOPMENT REGULATIONS, PROHIBITING THE PLACEMENT OF SIGNS WITHOUT A PROPERTY OWNER'S AUTHORIZATION; PROVIDING FOR ENFORCEMENT, REPEAL OF CONFLICTING ORDINANCES; CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Eustis City Commission has determined it is necessary to establish rules for unauthorized signs and to establish appropriate penalties for placing signs on property without authorization, and

WHEREAS, prohibiting unauthorized signs promotes the health, safety and general welfare of the City and its citizens by reducing blight, honoring private property rights, and increasing traffic safety.

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1. Adding section 115-11.4 (a) (9) Unauthorized Signs Prohibited and Adding section 115-11.4 (b) Enforcement to Section 115-11.4 – Prohibited Signs.

The City of Eustis Land Development Regulations are hereby amended as underlined below:

Section 115-11.4 (a) (9) Unauthorized Signs Prohibited. Unauthorized signs are prohibited on public property, private property and rights-of-way of the City, County, State, or federal government ("right-of-way"). An unauthorized sign is any sign or other material placed on public property, private property, or a right-of-way by a person without the permission of the property owner.

Section 115-11.4 (b). – Enforcement.

Any person who erects, places, or constructs a sign or other material on any property (public, private or a right-of-way) without the permission of the property owner shall immediately cease the activity and may be issued a citation by the City of Eustis punishable by a fine not to exceed \$500, as authorized under §162.21(5), Florida Statutes, and Sections 2-57 and 2-58 of the City of Eustis Code of Ordinances. Each action in violation of this section shall constitute a separate offense. Issuance of a citation does not preclude an action for injunction, issuance of a trespass warning where authorized, or any other legal remedy available to the City of Eustis, including charging an offender with criminal trespass after a proper trespass warning. Any unauthorized sign or other material may be immediately removed and discarded by the property owner without notice.

SECTION 2. Repeal of Conflicting Ordinances.

Ordinances or parts of Ordinances in direct conflict herewith are hereby repealed. The enforcement actions provided for herein are supplemental to any other enforcement action permitted under Florida law or the City of Eustis Code or the City of Eustis Land Development Regulations.

SECTION 3. Renumbering and Renaming for Codification.

The provisions of this Ordinance shall become and be made a part of the City of Eustis Land Development Regulations and that the sections of this Ordinance may be re-numbered or re-lettered and the word "Ordinance" may be changed to "Section", "Article", or such other appropriate word or phrase to accomplish such intentions.

SECTION 4. Severability and Time Limitation for Court Action to Challenge.

Should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid. Any lawsuit challenging the validity of this Ordinance must be filed within 90 days after the City Commission's adoption of this Ordinance and if not, it is time barred.

SECTION 5. Effective Date of Ordinance.

This Ordinance shall become effective on June 16, 2022.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Lake County, Florida, this 16th day of June, 2022.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by physical presence, this 16th day of June, 2022, by Michael L. Holland, Mayor, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 22-16 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Tom Carrino, City Manager
DATE: June 2, 2022
RE: SCHEDULING OF WORKSHOPS FOR DEPARTMENTAL BUDGET PRESENTATIONS

Introduction:

Staff requests discussion regarding dates for workshops to hear departmental budget presentations.

Reviewed by: