

AGENDA
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, JANUARY 27, 2025 5:30 PM

1. CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. PROCLAMATIONS:

A. Lone Oak Cemetery Heritage Day

3. PRESENTATIONS:

A. Water and Wastewater Impact Fee Analysis Update

4. PUBLIC COMMENTS:

This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Please note that issues raised during this time will not be discussed in detail during the current meeting. They will either be referred to the appropriate staff or scheduled for consideration at a future City Commission Meeting. Each speaker is allocated three minutes to provide their comments. Kindly adhere to this time limit to ensure equal opportunity for all participants and to support the efficient conduct of the meeting. Thank you!

5. CONSENT AGENDA:

Routine items are placed on the Consent Agenda to expedite the meeting. If the Commission/Staff wish to discuss any item, the procedure is as follows: (1) pull the item(s) from the Consent Agenda; (2) vote on remaining items with one roll call vote, (3) discuss each pulled item and vote by roll call

A. CITY COMMISSION MEETING MINUTES:

1. Regular meeting held January 13, 2025

B. PURCHASING ITEMS:

1. **Purchase request for one (1) 2026 Mack LR64 for the amount of \$385,745.50 from Nextran Truck Center, contract holder for the Florida Sheriffs Association, contract FSA23-VEH21.0.**

C. RESOLUTIONS:

1. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the First of three new As-Needed Municipal Support Agreements with Willdan Engineering, Inc.; and providing an effective date.**
2. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the Second of three As-Needed Municipal Support Agreements with Bureau Veritas North America, Inc.; and providing an effective date.**
3. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the Third of three As-Needed Municipal Support Agreements with Proclaim Engineering Inc.; and providing an effective date.**
4. **Resolution of the City Commission of the City of Leesburg authorizing approval for the Leesburg Police Department to purchase a drone (sUAS) through the use of Police Forfeiture funds; and providing an effective date.**
5. **Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement to the City of Leesburg from DS & JG Properties, LLC for the purpose of granting the City an Easement over the property described therein; and providing an effective date.**
6. **Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement affecting the property described therein from Mid-Florida Partners, LLC, joined by Gulf Atlantic Bank; and providing an effective date.**
7. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Memorandum of Understanding (MOU) between the City of Leesburg and the Lake Community Action Agency, Inc., for the Home Repair Grant Program; and providing an effective date.**

6. PUBLIC HEARINGS AND NON-ROUTINE ITEMS:

PLEASE NOTE: FOR ITEMS 6.A.6; 6.A.7; AND 6.A.8 - THE APPLICANT HAS REQUESTED THAT THESE ITEMS BE POSTPONED AND NOT HEARD THIS

EVENING.

A. SECOND READING OF ORDINANCES:

- 1. An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 131.5 +/- acres from General Commercial, Transitional, Institutional, Recreation, and Low Density Residential to Downtown Mixed-Use, for properties generally located south of the Leesburg-Wildwood Trail and West Line Street; east of Perkins Street, Euclid Avenue and South 9th Street; north of West Dixie Avenue, East Dixie Avenue and that portion of Pine Street lying east of Childs Street and west of Rambo Street; properties lying west of Rambo Street; south of a portion of East Main Street that lies west of Rambo Street and east of North Canal Street; and properties lying west of that portion of North Canal Street north of East Main Street and south of the Leesburg-Wildwood Trail; as legally described in Sections 23, 25, and 26, Township 19 South, Range 24 East; lying in Lake County, Florida; and providing an effective date. (DT MXU LSCP)**
- 2. An Ordinance of the City of Leesburg, Florida, amending the City's Comprehensive Plan Future Land Use Element, Goal 1, Objective 1.1, Item h. "Downtown mixed use," to allow the expansion of the existing Downtown Mixed Use Future Land Use designation, providing for conflicts, severability, and an effective date. (Downtown Mixed-Use Expansion Area CPTA).**
- 3. An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 2.82 +/- acres, and being generally located east of Sleepy Hollow Road and south of Park Hill Avenue, lying in Section 29, Township 19 South, Range 25 East, Lake County, Florida; providing that said property so annexed shall be liable for its proportionate share of the existing and future indebtedness of said city; providing that such annexed property shall be subject to all laws and ordinances of said city as if all such territory had been a part of the City of Leesburg at the time of passage and approval of said laws and ordinances; providing that such annexed territory shall be placed in City Commission District 5; and providing an effective date. (Sunnyside View ANNX)**
- 4. An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 2.82 +/- acres from Lake County Urban Low Density to City of Leesburg (SEM) Sunnyside Estates Medium, for a property generally located east of Sleepy Hollow Road and south of Park Hill Avenue, lying in Section 29, Township 19 South, Range 25 East, Lake County, Florida; and providing an effective date. (Sunnyside View SSCP)**

5. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 2.82 +/- acres from Lake County R-1 (Rural Residential) to City of Leesburg R-1 (Low Density Residential) to allow for a residential development for a property generally located east of Sleepy Hollow Road and south of Park Hill Avenue, lying in Section 29, Township 19 South, Range 25 East, Lake County, Florida; and providing an effective date. (Sunnyside View Rezoning)**
6. **An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 9.94 +/- acres; and being generally located north of Dewey Robbins Road, east of U.S. Highway 27, lying in Section 31, Township 20 South, Range 25 East, Lake County, Florida; providing that said property so annexed shall be liable for its proportionate share of the existing and future indebtedness of said city; providing that such annexed property shall be subject to all laws and ordinances of said city as if all such territory had been a part of the City of Leesburg at the time of passage and approval of said laws and ordinances; providing that such annexed territory shall be placed in City Commission District 3; and providing an effective date. (Cronin-Dewey Robbins ANNX)**
7. **An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 9.94 +/- acres from Lake County Rural to City of Leesburg Low Density Residential, for a property generally located north of Dewey Robbins Road, east of U.S. Highway 27, lying in Section 31, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Cronin-Dewey Robbins SSCP)**
8. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 9.94 +/- acres from Lake County A (Agriculture) to City of Leesburg SPUD (Small Planned Unit Development) to allow for 48 townhomes and 15,000 square feet of commercial for a property generally located north of Dewey Robbins Road, east of U.S. Highway 27, lying in Section 31, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Cronin-Dewey Robbins SPUD)**

B. FIRST READING OF ORDINANCES:

1. **An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 337.15 +/- acres; and being generally west of Number Two Road and north of Busby Road, lying in Sections 19 and 30, Township 25 South, Range 20 East, Lake County, Florida; providing that said property so annexed shall be liable for its proportionate share of the existing and future indebtedness of said city; providing that such annexed property shall be subject to all laws and ordinances of said city as if all such territory had been a part of the City of Leesburg at the**

time of passage and approval of said laws and ordinances; providing that such annexed territory shall be placed in City Commission District 3; and providing an effective date. (Silver Springs ANNX)

2. **An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 337.15 +/- acres from Lake County Rural to City of Leesburg Estate Residential, for a property generally located west of Number Two Road and north of Busby Road, lying in Sections 19 and 30, Township 25 South, Range 20 East, Lake County, Florida; and providing an effective date. (Silver Springs LSCP)**
3. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 337.15 +/- acres from Lake County A (Agriculture) and CFD (Community Facility District) to City of Leesburg PUD (Planned Unit Development) to allow for 825 single-family residences, with accompanying amenities, for a property generally located west of Number Two Road and north of Busby Road, lying in Sections 19 and 30, Township 25 South, Range 20 East, Lake County, Florida; and providing an effective date. (Silver Springs PUD)**

C. NON-ROUTINE ITEMS:

1. **None**

7. INFORMATIONAL REPORTS:

The following reports are provided to the Commission in accordance with the Charter/Ordinances. No action required.

- A. None**

8. CITY ATTORNEY ITEMS:

9. CITY MANAGER ITEMS:

10. ROLL CALL:

11. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with

respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they 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." The City of Leesburg does not provide this verbatim record.



Water and Wastewater Impact Fees Analysis Update

January 27th, 2025



Impact Fees



- The use of development impact fees (DIFs) to finance public facilities is a widely accepted concept necessary to accommodate new growth.
- The Florida Growth Management Act of 1985 requires local agencies to maintain adequate service levels for public facilities and prohibits approval of development that would cause a reduction in service level.

Impact Fees



- The fees should be based on the estimated capital requirements associated with providing utility service to new growth and development.
- The fee should not be used to fund any capital deficiencies associated with providing services to existing customers.

Staff Water Impact Fee Analysis



- Current Construction Costs for WTF = \$7/gal
- Current growth forecast = 3.0 MGD additional treatment
- 1 ERU = 300gpd
- \$7/gal x 3.0MGD = \$21,000,000
- \$21,000,000/10,000 = **\$2,100** (\$1,175)

Staff Sewer Impact Fee Analysis



- Current Construction Costs for WWTF = \$25/gal
- Current growth forecast = 2.0 MGD additional treatment
- 1 ERU = 250gpd
- \$25/gal x 2.5 MGD = \$62,500,000
- \$62,500,000/10,000 = **\$6,250** (\$2,778)
- Amount is over the 100% Impact Fee Threshold

Outside Review Required



- More formal scientific analysis to review staff assumptions and provide formulaic approach to fee increases ensuring correctness
- Award a contract to Jones Edmonds Engineering:
 1. Within City Manager Spending Authority
 2. Familiar with our Systems
 3. Meet RFQ Legal Requirements
 4. Expediency
 5. Cost \$25K/utility - \$50,000 Total
- Contractor will independently review our system, assets, current capacity, future demands, growth forecasts and our capital improvement plans to recommend impact fee changes. (estimate 60-90 days post NTP)

Timeline



- Issue NTP to Jones Edmonds (Present)
- Data Collection (2 weeks)
- Data Analysis and Computations (2-4 weeks)
- Final Report with Summary of Findings and Recommendations (2-3 weeks)
- Presentation of Final Report to Commission (2-3 weeks)
- Commission Action to Implement Recommendations
 1. Amend Impact Fee Ordinance
 2. Codification



Questions??



**AGENDA MINUTES
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, JANUARY 13, 2025 5:30 PM**

1. CALL TO ORDER

The City of Leesburg Commission held a regular meeting on Monday, January 13, 2025, at Leesburg City Hall. Mayor Reisman called the meeting to order at 5:30 p.m. with the following members present:

Commissioner Allyson Berry
Commissioner Jimmy Burry
Commissioner Jay Connell
Commissioner Mike Pederson
Mayor Alan Reisman

Also present, were City Manager (CM) Al Minner, City Clerk (CC) J. Andi Purvis, City Attorney (CA) Grant Watson, Deputy City Clerk (DCC) Anna Rottermond, the news media, and others.

INVOCATION

Mayor Reisman gave the invocation followed by the Pledge of Allegiance to the Flag of the United States of America.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. PROCLAMATIONS:

A. Martin Luther King, Jr. Day

Mayor Reisman read a proclamation proclaiming January 20, 2025, to be observed as Dr. Martin Luther King, Jr. Day in the City of Leesburg. He encouraged all citizens to pay tribute to his life and works by participating in community service activities and celebratory events honoring Dr. King's dream.

3. PRESENTATIONS:

A. See Click Fix by Sonja Shaffer, Helpdesk Manager

Helpdesk Manager (HM), Sonja Shaffer wanted to provide a brief update before getting into the presentation. When she was before the commission last, she reported on the current citizen notification

application, and that is how we got to SeeClickFix. At that time we had about ninety people who had opted in to receive alerts and upon direction of the commission they initiated a marketing campaign that included window flyers, a social media campaign, Lakefront TV spotlights, banner notices and an insert in the utility bills. In short, they advertised the service using all the resources available to them. Since then we experienced Hurricane Milton and we saw an increase in opt-ins from ninety to one thousand six hundred and forty three. Keep in mind, the city has a population of about thirty three thousand, so even with all the marketing they did that is still only about a five percent buy in-rate for opting into a service to receive notifications. Now, because these types of services require initiation from the user side it is a hard sell with app-fatigue being prevalent these days. They also opted to partner with FEMA to utilize their I-pause systems, which is an integrated public awareness system. This is the same system that issues severe weather alerts and amber alerts among other emergency notifications to cellular, television and radio media outlets. The system works with our current TextMyGov platform and it does not incur any additional fees to utilize. Most importantly it does not require any action by the end user in order to receive emergency alerts. The alerts are geotargeted and sent to anyone in the affected area. Since that meeting they have entered into a memorandum of agreement with FEMA and the Deputy City Manager Hicks and her are current authorized users of that system. However, there are plans to add specific department staff within relevant areas over the next couple of months. She asked if there were any questions. There were none.

Continuing, the main purpose of SeeClickFix is to provide citizens with an avenue to report public works and code enforcement type issues and they would receive status updates on the requests in real time. The issues are generally actionable items for staff to handle on a daily basis. Requestors can place tickets for staff via the portal on the website or within an application on their phone. Referring to a slide, she said if someone has the mobile application installed on their phone it would geolocate where they are automatically so the location information would be tagged automatically when an issue is reported. It is a few clicks in the system with the information, it is then submitted directly to staff for dissemination. There is a web-portal that works pretty much the same way minus the geolocation. They would have to put in the address, but that workflow works the same way. She showed the City of Eustis web-portal and all the issues that can be currently inputted through their system. Right now, the city has four different methods that accomplish the same thing. We have emails, TextMyGov, the current citizen portal on the website and the fourth one she could not recall. Two of avenues have the ability for requestors to include photographs with the complaint. In terms of pricing for Leesburg, this product would cost between seventeen and twenty-five thousand dollars per year. The annual cost is based on population. With app-fatigue being evident they looked at the adoption rate from surrounding cities and found the adoption rate is based on the overall of complaints in relation to the population, and it assumed that each complaint was submitted by just one person. That is what they assumed. So, Apopka had one thousand seven hundred and sixty-six complaints, and each of those complaints were submitted by just one user. They averaged about fifty-six complaints per month since 2022. Eustis was about nine-point-five complaints a month, Minneola was twenty per month and Tavares was thirty-four per month. If they dig further they will discover about a third of the tickets submitted to Eustis were submitted by the same user twenty-nine times. They saw this behavior throughout the data sets with Minneola experiencing the highest single-user reporting resulting in about thirty-three percent of their submissions being driven by one user. Going one step further, if they dissect the City of Tavares, they will find that the adoption rate was driven by internal staff. Their internal staff really love this product, and they get a lot of use out of it in their facilities works department. However, a lot of the numbers that we saw for the adoption rate were driven by staff. Currently, Leesburg citizens can report issues via email, phone, TextMyGov and the citizen information portal on the website. To add this additional revenue of reporting it would cost around twenty thousand dollars annually, which breaks down to about ninety dollars per submission through SeeClickFix assuming an average month of submittal is twenty.

Mayor Reisman said he asked for this to be brought forward again because there is a clear difference between TextMyGov and SeeClickFix. This is a reporting agency that opens and gives our residents an opportunity to have more transparency in communication with a clear line of communication. A lot of residents reach out to him about how to report something and he sends them to the website. Now, he is tech savvy, but some residents have no idea what they are to do because there are so many different steps on the website. They do not know where to find it and there are so many clicks. He believes this app would be really beneficial. A lot of people in attendance tonight want to see it implemented. He asked if this would be a one year contract. **HM Shaffer** replied yes. **Mayor Reisman** continued to say after one year if they did not see a benefit they could always terminate. Referring to a slide, **HM Shaffer** pointed out the adoption rate of Eustis, and they had a really strong marketing campaign. They campaigned it across social media, which was the same thing we did with TextMyGov. Their adoption rate is still sitting around one-point-four percent of their population. **Commissioner Burry** wanted to clarify that their adoption rate was one-point-four percent meaning only one-point-four percent of the citizens were utilizing it since 2021. **HM Shaffer** agreed. **Commissioner Pederson** asked if the figures were adjusted for individuals that call in numerous complaints. **HM Shaffer** answered no. **Commissioner Pederson** wanted to know if that included the gentleman who reported or texted thirty-nine times. **HM Shaffer** stated they were assuming these adoption rates were single users. If they dig down deeper the adoption rates go lower, because across all of the cities users were issuing multiple complaints. Also, Tavares actually has a user that they created internally and that user has driven their numbers up. **Mayor Reisman** wanted to confirm that Tavares has an internal user/staff member who can log in and add complaints. It seems it would be easier for staff to report issues. **HM Shaffer** replied yes. The City of Tavares has internal staff who really like it, and that is why their complaints are driven so high. That user is employed by the City of Tavares. **Commissioner Pederson** inquired if they were being asked to approve this with a contract. **HM Shaffer** responded that she was just there to present. **CM Minner** stated that Mayor Reisman asked to have this revisited. The only surprise in the presentation was that he thought the number was ten not twenty. It is a reasonable tool, and as far as receiving input from the public and it was within his budget authority. So, as long as there was consensus to move forward he could execute a contract. However, because we brought it before the commission and there were some differing opinions where they wanted to go the mayor asked to have this reviewed again. If the commission was good with it by a show of nods for approval he could execute the contract under his authority. **Commissioner Pederson** said he recalls discussing it and he was open-minded but his gut reaction is that this is not very effective, nor is it very cost effective. He was intrigued by staff liking it and benefiting from it, and if it was cost-effective just for staff alone that could possibly sway him, but one-point-four percent in Eustis after extreme marketing is not very impressive. **Commissioner Berry** wanted to know how the information would get out to the public. **CM Minner** replied the website and Lakefront TV. **Mayor Reisman** mentioned there could be something given when people come in and sign up for utilities. We could tell them about all the options since we already tell them about TextMyGov and things like that. **Commissioner Berry** asked if they could stick something in the utility bills. **CM Minner** answered yes. **Commissioner Burry** questioned the costs. **Mayor Reisman** replied it would be between seventeen and twenty-five thousand dollars. **CM Minner** agreed. It would be about twenty thousand dollars. **Commissioner Connell** wanted to verify that it would cost between seventeen and twenty five thousand dollar to maybe reach one percent and that is if the same person is not using it fifty percent of the time. **Commissioner Pederson** said he was not impressed. **Commissioner Connell** also said he was not impressed. **Mayor Reisman** asked for public comments.

Dina Simpson of Renew Day Spa located at 214 West Main Street wanted to know how Eustis sent out the information regarding the software to the public. If they did not have a good campaign plan then what are we basing the thoughts and questions on. **Commissioner Pederson** responded it was mentioned that they had a very good marketing campaign. **HM Shaffer** pointed out it was the City of Tavares that had the marketing campaign. **Mayor Reisman** added that all the commissioners receive calls by residents

wanting to know how to do stuff. They want to know how they can go about it and instead of explaining it to the person because there are so many steps they could handle it themselves. If we sent them a link or a text with instructions for downloading the application that would clear up and alleviate a lot of calls.

Ms. Simpson continued to say that she has texted the mayor a couple of times asking about who to contact. For instance, there was a time when she tried to pull out of the high school. She was trying to make a left on to CR 44 heading towards The Villages area, but she could not see to the right at all because the bushes/brush was so overgrown. It was growing up over the sidewalk and the sidewalks were not accessible. She could not see the oncoming traffic until she pulled into the middle lane. Once she was in the middle lane she saw an eighteen-wheeler and it was very surprising. It could be something silly like a tree or bush needing to be trimmed, but she does not know the proper channels. She did not want it to go on mute ears either because it was a dangerous intersection, so she contacted him. **Commissioner Pederson** questioned (referring to a slide) when looking at the table the average per month in Eustis is nine-point-five is that the number of people who use it every month? **HM Shaffer** answered, but it was inaudible. **Commissioner Burry** asked if the one-point-four percent was based on three hundred and sixty-four. **HM Shaffer** replied the one-point-four percent was based on the twenty-four thousand residents in relation to the three hundred and sixty-four complaints. We assumed that was one complaint per citizen. **Commissioner Burry** mentioned that the City of Tavares did a much better job about pushing this program out. They got about four times the amount of people to participate, so they had four to five percent that bought into the application. **HM Shaffer** said yes, but a lot of their users were internally driven. Their facility team really likes it, and that was where we may get some traction. She does not know the facility teams workflow or how they function, so it may be a product they could use. However, she does not know that answer. With the numbers for the City of Tavares, the higher numbers are due to internal use.

Jesse Flynn of 2204 Vine Street said she had to call Mayor Reisman the other day because Lone Oak, which is a major thoroughfare, the markings on the road were not visible, there were four patches in the road, and two potholes. Plus a street light was out. These are things that she feels this program could be used for it. That way she would not have to call him or play phone tag. It would be easier to upload the information and have it sent out.

Melissa McCracken of McCracken's Pub stated a billboard would help get the information out to people. It could be added to the messaging system for when people call into the city. It could say "if there is something you want to report download the application." If they included information in the utility bills she has not seen it. Maybe they are missing an opportunity since she does not watch Lakefront TV because she does not have cable. There should be other opportunities to let the public know it exists. She knows it does not exist now, but it was said that they were trying to find out if people would be interested in it.

Lou Buigas, a resident of Tavares said she has the application downloaded to her phone, and she can pay her utility bill on it, which is very helpful. Yes, city staff uses it because it alleviates multiple steps within their internal system with addressing concerns. They actually brought it into Lake County and she sat on the city council when it came aboard. It has been very useful for them because they could not pay their utility bills online before that. **Mayor Reisman** added there could be some quick reference links on the homepage. **HM Shaffer** said about six or seven years back the chamber did a similar campaign for "In the Burg" application. Some people may still have that application on their phones, but it was similar to what they did. They were trying to get people to adopt that application on the phone so they could push out information. **Commissioner Pederson** wanted to know if staff was recommending this. **HM Shaffer** replied that staff had no recommendation.

Kyana Rubinfeld of 940 Bell Oak Drive said she was new to Leesburg. She wanted to know what the

annual budget was for the city. **Commissioner Pederson** answered it was about one hundred and eighty-seven million dollars. **Ms. Rubinfeld** remarked that her little libertarian intuition wanted to think about this more. **CM Minner** pointed out that the budget was actually two hundred and five million dollars. **Ms. Rubinfeld** said she was thinking about making private people to fix the roads, but the commissioners are the experts. She was just curious to learn more, but the application does sound like a great idea. **Mayor Reisman** said he fully supports the product. However, he would need two other commissioners to support it.

4. PUBLIC COMMENTS:

This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Issues brought up will not be discussed in detail at this meeting. Issues will either be referred to the proper staff or will be scheduled for consideration at a future City Commission Meeting. Comments are limited to three minutes.

Nicole King of 25822 Pinehurst Street, Sorrento said she was a practicing registered nurse in Lake County. This was the second meeting she has attended to address concerns about fluoride. It was decided to move forward with this; however, as a nurse it would be against how they perform their duties to not continue educating and advocating to provide informed consent. She was there to ask the city commission to please reconsider working with the residents and accepting more opportunities to learn about the risks of fluoride being put in the water system. Many people spoke about this the last time and there were comments made about it being more beneficial versus risks. It was said that fluoride in the water was best for the vulnerable community because it decreases tooth decay and cavities. However, they did not address the root cause of the issues and they dismissed the other side by saying they were misinformed and they used fear to educate. She wanted to comment on that, because in healthcare they do not use fear or feelings, they use facts when informing the community of risks versus benefits when choosing medical care. All individuals should have the right to choose what medical interventions are presented to them. Yes, fluoride has been deemed a medical Intervention, which is prescribed by a physician or dentist. Newer data and evidence-based studies suggest that there may be more harm than good with putting and keeping fluoride in the public water system. The other side will say there is data that proves that fluoride is safe and effective; however, they will never admit that it is actually a neurotoxin. When we know better, we do better. By definition a neurotoxin is a substance that is harmful to the nervous system which means repeated exposure regardless of how it is being regulated over periods of time it could cause widespread central nervous system damage. This can include learning disabilities, memory loss, fractures, seizures and dementia. This is what they call informed consent. These are documented and published as potential adverse outcomes of fluoride toxicity. Are the Leesburg residents aware that fluoride has been deemed a public health hazard due to a recent federal court judge ruling in September 2024. Communities must be informed about what is being put in their water. Where chlorine is treating the water, fluoride is treating the people. The rebuttal was that it is well regulated and where that may be true in its production you cannot regulate how much the public is ingesting through the public water systems. Robert Kennedy Jr. voiced concerns about fluoride as well as the state Surgeon General Dr. Joseph LaDapo. He asked that all cities and municipalities in the state remove fluoride from the public water systems as we are seeing that it could cause more damage, than good. It has been deemed a neurotoxin. Current to date, the cities and counties in the state that are fluoride free are thirty-six. She was hopeful that Leesburg would consider being more open to discuss this matter further and join the other counties in remaining fluoride free.

Tralonie Montoute of 816 Georgia Avenue said she was told that Hurricane Milton was a five hundred year storm and that was why the area where she lives flooded. **CM Minner** commented that there was more detail than that, but it was a significant storm and that was why her area flooded. **Ms. Montoute**

continued to say that she spoke with a surveyor three days ago and he told her the flooding in that area was due to a drain on her side of the street and a drain on the other side of the street being leveled. If they want the water to flow it has to be unleveled, so that was why the water was flooding their street. Also, at 907 Georgia Avenue there is a sinkhole. She wanted to know if anyone could tell her what was going on with that. **CM Minner** asked the Public Works Director if he knew anything about the sinkhole. From the audience, **Public Works Director (PWD), Cliff Kelsey** said no. **CM Minner** informed her that the city would investigate that. **Ms. Tralonie** added that the road was corroding and she brought pictures of the water sitting stagnant in the drains. It really stinks. She knows the city was working on it, but she does not know what has happened since the holidays. It needs to be fixed. **Mayor Reisman** pointed out that staff was aware of the issue and they were get on it.

Lou Buigas said she was the District Aid for Representative Nan Cobb. Representative Cobb asked her to come and introduce herself. A representative of their office will be at future commission meetings once a month. Their primary goal is to assist constituents with issues as well as the city, please do not hesitate to reach out. Representative Cobb would have been here herself, but she was in Committee Week, which started today. She is pretty busy working for all of Lake County residents.

Kyana Rubinfeld of 940 Bell Oak Drive informed the commission and audience that she had a baby girl last month. She was born the day after the commission meeting she attended where she spoke against fluoride being put in the water. She would like to revisit the fluoride situation, and yeah the arguments given in the past have their logic, and had their time. However, with new information coming to light, new access to information, many things remain arguably debatable and she did not want to jeopardize her baby's health. She does not want her to have some sort of treacherous result from this nor does she want her to have lower IQ. She would like to revisit the fluoride situation.

Karen Motley of 2445 Farrington Drive, Tavares said she was there to discuss fluoride. She would like it revisited. She was a registered nurse and they are trained to treat the entire person. She knows the ADA is interested in it for the teeth and only the teeth, but they are taking this it into the entire body and it does affect the entire body and the entire system. There are holistic dentists in the State of Florida that have listed that they do not use fluoride at all in their practice because they found there to be side effects. It can cause cancer, brain damage, high blood pressure, increased risk of heart attack, heart failure, strokes, increased risk of developing peripheral arterial disease, diabetes, kidney disease and thyroid disease. Fluoride is deemed as a drug by the FDA and because it used for the persons health not for the city to maintain clean drinking water. There is no way to control the amount of fluoride that each individual person consumes. She knows there are regulations with EPA on the amount of fluoride that is allowed. There was a Fluoride Action Network lawsuit that started in 2016. The hearings started in 2020, which included expert witnesses and in September 2024 the final judgment came down. That judgment was that the US Federal Court deemed fluoridation an unreasonable risk to the health of children. The EPA will be forced to regulate as such. Right now, the dosage is 0.7 milligrams per liter, so what really truly is a safe dose? She knows in the health care profession their motto is to do no harm. The best recommendation would be do no harm, and if you are in doubt do not put it in the water. An adult will accumulate fluoride in their body and healthy kidneys excrete 50% to 60%, but infants and children will excrete less fluoride. So, fluoride concentration in the bone steadily increases over a lifetime. She brought with her a list of 4,800 other healthcare professionals including dentists that have recommended to not have fluoride in the water.

Michelle Diggs of 11650 Huggins Street asked Commissioner Burry why he was so determined to force fluoride upon them. **Mayor Reisman** informed her that this was not the time to question commissioners. **Commissioner Burry** wanted to respond. He asked if she knew about the US Department of Health and Human Services and if she knew who that was. **Ms. Diggs** responded yes. **Commissioner Burry** asked if

she knew about the National Toxicology Program? **Ms. Diggs** stated she had heard of them.

Commissioner Burry continued to say that it was important to note that there was insufficient data to determine if the low fluoride level of 0.7 milligrams per liter, which is currently recommended by the US Community Water Supplies has negative effects on children's IQ. **Ms. Diggs** commented that she was not talking about children she was talking about adults. **Commissioner Burry** replied that they were talking about a lot of things. **Ms. Diggs** said yes, but she was referring to adults. **Commissioner Burry** said they were talking about putting fluoride in the water, which is naturally occurring. Water has fluoride in it with or without what Leesburg does, because it is naturally occurring. We are simply adjusting the rate to have an approximate 25% reduction in dental cavities in children. That is why they were doing it. **Ms. Diggs** wanted to know if there was any data on how fluoride mixes with medications since there are quite a few residents that take medications. She wanted to know more about the mix of it. **Commissioner Burry** wanted to verify that her question related to any drug interactions with fluoride. **Ms. Diggs** responded yes. **Commissioner Burry** stated not that he was aware of. This has been done for seventy years. He is a pharmacist, and he was not aware of any interactions with 0.7 parts per liter.

MaryBeth Harvey of 9914 Oak Drive wanted to address the fluoridation issue. She brought copies of the guidance for community water fluoridation, which was found on the Florida Health site. It was dated November 22, 2024 and it lists six to seven different studies regarding children, pregnant women and fluoridation. One of the points she looked at was that it was that fluoridation was not only in the water. It is added to food and beverages including teas, toothpaste, floss and mouthwash. All these together cause the total to be unacceptable. It exceeds the safe amount. There are a number of studies that show children IQ's have been affected. Mexico City published an article in 2017, and there was a Canadian Cross Study that showed ADHD as a result of fluoridation. A 2023 Canadian Study showed a decreased child inhibitory control and cognitive flexibility. A Jama study showed that they found higher prenatal fluid exposure was associated with children with neuro-behavioral problems in Los Angeles, so there are studies. The State of Florida has requested that fluoridation be removed from public water. It does not make sense that when a state government has asked to have it removed that the city would spend lots of money to add it knowing there are definite risks.

Robin Woods of 1600 Boudreaux Drive said when talking about taking a common sense approach to public health in Leesburg, the number one thing is clean water and fluoride is not a need. To illustrate this idea, imagine that you are finding a community to live. You hear of a beautifully natural distilled and filtered spring, which makes your skin soft and your hair shine. When you drink it you feel refreshed and it tastes so good. The community boasts of beautiful gardens and healthy children. So, you set a destination for this town, but on the way you see a town with a sign that boasts clean water with added fluoride, so you consider it. Then you pass another town with a sign that says clean water with Vitamin-C so you consider that option. Then you pass a third town buzzing with all sorts of activities and the water tower that is printed with giant letters reads caffeinated. So, you have several options to consider. Your children have a couple small cavities so fluoride looks appealing or maybe a constant dose of Vitamin-C would keep their immune system supported. Then again you have a hard time waking up in the morning and in the afternoons you get so tired, so which one would you pick? The reality of that scenario is that you actually have a choice. If Leesburg residents had a choice what do you think they would consider and why. Many juices and drinks are marketed and sold with Vitamin C and they are caffeinated. So, why hasn't Pepsi or Zephyrhills added fluoride to their beverages and market them for dental health. Perhaps, they would have to put a label on it, harmful if swallowed. When she was newly married her husband introduced her to Rainbow Springs. She grew up in Leesburg and they went to places like Wet-N-Wild and Wild Waters. She felt gipped as a resident of Central Florida because she had never visited Rainbow Springs because it was beautiful. Their family enjoys swimming, kayaking, snorkeling and tubing in its clear clean waters. She can imagine the residents prized real estate living on this clear clean flowing river. Do you wonder if they have ever considered adding Industrial waste or fluoride to it? Perhaps

instead of adding chemicals to our water for the benefit of a few pediatricians, pediatric dentists and pharmacists. Maybe they should advise the residents to use fluoride toothpaste. The people could still choose whether they want or need fluoride and they can manage their dosage. She recommended keeping additives out of their drinking water. Clean pure water is a prized asset for our community and it is fundamental for public health. Please consider a motion to stop moving forward with installing equipment. She supported Commissioner Connell's idea to sell and repurpose the equipment. Grieve whatever losses that may not be compensated. She forgives the city for the hasty decision to impose this not so good idea on them.

Mary Knolls of 1525 Park Drive said she had many concerns about the addition of fluoride to the water. When they think about reducing cavities and adding fluoride that might sound like a wonderful idea. She assumed the target group was children and young people and that they do not want little children and young people having cavities. However, she had questions; how many of them drink water in significant amounts? How many kids are drinking juices and canned drinks? If that was the target, do they really believe they have met that target? What about the people on the other end of the spectrum who drink mostly water. The ones who drink tea and coffee made with city water. Will they get higher concentrations than what is recommended because the water is boiled. The fact is that boiling water creates higher levels, so city water that is used for cooking and making beverages such as tea or coffee will have greater concentrations. Now, what about babies if they are given formula that is made with city water? Are they getting fluoride at levels that will affect them in negative ways? Their delicate digestive systems and their little bodies could be negatively affected. What about people with digestive issues? Those people could have even more problems because fluoride can impact gut microbiomes and cause gut inflammation. What about people with skin sensitivities? They could have more problems due to exposure because they have to bathe in that water. What about water filters? Most water filters are ineffective at removing fluoride, so those that do not want the added fluoride have no choice. There are no other options for them. Lastly, how are other communities and even other countries handling this situation? Many communities are backing away from it and many European countries have stopped adding fluoridation. She asked if the potential benefits of adding fluoride outweighed the possible negative side effects? Is medicating the whole population the most cost-effective and efficient way to help reduce dental cavities? **Mayor Reisman** asked if there were any other public comments. There were none.

5. CONSENT AGENDA:

Routine items are placed on the Consent Agenda to expedite the meeting. If the Commission/Staff wish to discuss any item, the procedure is as follows: (1) pull the item(s) from the Consent Agenda; (2) vote on remaining items with one roll call vote, (3) discuss each pulled item and vote by roll call

CM Minner informed the commission that items 5.C.4, 5.C.5, and 5.C.6 were pulled from the agenda. Those items were for additional contractual employment to assist the building department. There were a couple items that were incomplete, so these items needed to be removed. They will bring back these items in a more complete form and at a future meeting.

Items pulled for discussion:

5.B.1 - Purchase Request approval for Brightview Landscape Services to maintain seven (7) city areas for the amount of \$582,818.77

Commissioner Pederson moved to adopt the Consent Agenda except for 5.B.1, and Commissioner Burry

seconded the motion.

The roll call vote was:

Commissioner Connell	Yes
Commissioner Burry	Yes
Commissioner Pederson	Yes
Commissioner Berry	Yes
Mayor Reisman	Yes

Five yeas, no nays, the Commission adopted the Consent Agenda, as follows:
(Each item has its coordinated resolution number listed below the header)

A. CITY COMMISSION MEETING MINUTES:

- 1. Regular meeting held December 16, 2024**
- 2. Organizational meeting held January 6, 2025**

B. PURCHASING ITEMS:

- 1. Purchase Request for Commission approval for Brightview Landscape Services to maintain seven (7) city areas for the amount of \$582,818.77.**

Commissioner Pederson introduced the purchase request to be read by title only. CC Purvis read the purchase request by title only.

Commissioner Pederson made a motion to adopt the purchase request and Commissioner Berry seconded the motion.

Mayor Reisman requested comments from the Commission and the audience.

Commissioner Berry questioned the schedule for the landscape maintenance. She wanted to know about Area Six, and adding additional areas. What would those areas be. **CM Minner** explained that it leaves an opening in the contract to add other areas. Brightview works in all areas where we have landscaped. That covers Dixie and the US Highway 441/27 intersection and down Highway 441 in various areas. We have leaned on Brightview for some fill in the gap areas because we have been unsuccessful in filling all the maintenance worker one positions. Brightview has been filling in the gaps. He believes the answer to the question was about the opener in the contract where if we needed to add anything during the year they could stick that in. **Commissioner Berry** wanted to know if that would be submitted in writing. **CM Minner** replied yes. **Mayor Reisman** asked if there was any public comments. There were none.

The roll call vote was:

Commissioner Burry	Yes
Commissioner Pederson	Yes
Commissioner Berry	Yes
Commissioner Connell	Yes

Mayor Reisman

Yes

Five yeas, no nays, the Commission approved the purchase request.

2. **Purchase Request approval for computer equipment from High Performance Technologies using Florida State Contract 43210000-23-NASPO-ACS.**
3. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a contract amendment extending an existing contract with Dukes Root Control; and providing an effective date.**

ADOPTED RESOLUTION 11,958

4. **Purchase Request to approve the purchase of a one (1) year Microsoft licensing agreement for the amount of \$84,811.47 from SHI International using State of Florida Contract # 43230000-23-NASPO-ACS.**
5. **Purchase Request for renewal approval of a one (1) year software maintenance plan in the amount of \$91,200.00 from Bluewater Systems, Inc dba Perconti.**
6. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to approve a change order for an existing contract with Rostan Solutions, LLC, for a total of \$169,029.40; and providing an effective date.**

ADOPTED RESOLUTION 11,959

7. **Purchase request for three (3) 2025 Ford F-150 XL Super Cab X1K vehicles to replace other vehicles in the total amount of \$119,661.00 from Duval Ford, contract holder for the Florida Sheriffs Association light vehicle, contract FSA 24-VEL-32.**
8. **Purchase request for two (2) 2025 Ford F-250 Super Cab vehicles to replace other vehicles in the total amount of \$113,894.00 from Duval Ford, contract holder for the Florida Sheriffs Association light vehicle, contract FSA 24-VEL-32.**

C. RESOLUTIONS:

1. **Resolution of the City Commission of the City of Leesburg, Florida approving the release of the City of Leesburg's statutorily reserved**

interests in phosphate, minerals, metals, and petroleum in, on, or under the parcel of property being conveyed to Blurock Development, LLC; authorizing the Mayor and City Clerk to execute a deed releasing such reserved interests; and providing an effective date.

ADOPTED RESOLUTION 11,960

2. Resolution of the City Commission of the City of Leesburg, Florida, approving a Proportionate Share Agreement entered into by and between the School Board of Lake County, Florida, TLC DR Holdings LLC, and the City of Leesburg, Florida, to allow for payment of Lake County School Impact Fees; and providing an effective date. (Lakewood Reserve Proportionate Share)

ADOPTED RESOLUTION 11,961

3. Resolution of the City Commission of the City of Leesburg, Florida approving an Interlocal Collection Agreement between the City of Leesburg and the Lake County Tax Collector; and providing an effective date.

ADOPTED RESOLUTION 11,962

4. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the First of three new As-Needed Municipal Support Agreements with Willdan Engineering, Inc.; and providing an effective date.

This item was pulled from the agenda.

5. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the Second of three As-Needed Municipal Support Agreements with Bureau Veritas North America, Inc.; and providing an effective date.

This item was pulled from the agenda.

6. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the Third of three As-Needed Municipal Support Agreements with Proclaim Engineering Inc.; and providing an effective date.

This item was pulled from the agenda.

6. PUBLIC HEARINGS AND NON-ROUTINE ITEMS:

A. SECOND READING OF ORDINANCES:

1. None

B. FIRST READING OF ORDINANCES:

1. **An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 77.5 +/- acres; and being generally located south of CR 33, west of US Highway 27, and north of CR 48, lying in Sections 14 & 15, Township 20 South, Range 24 East, Lake County, Florida; providing that said property so annexed shall be liable for its proportionate share of the existing and future indebtedness of said city; providing that such annexed property shall be subject to all laws and ordinances of said city as if all such territory had been a part of the City of Leesburg at the time of passage and approval of said laws and ordinances; providing that such annexed territory shall be placed in City Commission District 3; and providing an effective date. (Leatherleaf ANNX)**

Mayor Reisman asked the city attorney to swear in anyone wishing to speaking on these items. **CA Watson** asked anyone wishing to provide testimony on item 6.B.3, the Leatherleaf PUD to stand and raise their right hand. He swore them all in. He continued to say that item 6.B.2, the large scale comprehensive plan amendment needed a motion to transmit to the reviewing agencies.

Commissioner Pederson introduced ordinances 6.B.1, 6.B.2, and 6.B.3 to be read by title only. CC Purvis read the ordinances by title only.

Mayor Reisman requested comments from the Commission and the audience.

PZD Miller stated this project was known as the Leatherleaf project. It consists of an annexation, a large scale comprehensive plan and a rezoning of seventy-seven plus or minus acres. It is located north of CR 48, and it is south and east of CR 33. It includes two hundred and thirty-five detached single-family residences and forty-eight paired villas, which is another way of saying duplexes. It will include one hundred and twenty thousand square feet of amenities, that includes medical offices, general office, sales and services. The large-scale comprehensive plan would go from Lake County Regional Commercial to City of Leesburg General Commercial. The rezoning would go from Lake County Agriculture to City of Leesburg Planned Unit Development. Under the PUD requirements the proposal would consist of two hundred and thirty-five detached single-family residences, forty-eight paired villas and one hundred and twenty thousand square feet of commercial uses. The permitted lot sizes would be fifty and sixty feet wide for the single-family units and sixty feet for the duplex units. The front setbacks and lot widths would be twenty-five feet and one hundred and twenty feet. The respective house sizes are one thousand six hundred and one thousand seven hundred square feet for single families. The duplex units will be one thousand three hundred square feet. There would be two off-street parking spaces for each unit and two floors is the maximum height in this development. Approximately six acres that runs along CR 48 is proposed to be devoted to commercial enterprises, and that would include restaurants and offices. The proposal has design and architectural standards, and the facades are shown in Exhibit D. It will include dark sky lighting and each single-family and duplex lot is required to have trees in each yard. There is a

thirty-five percent open space requirement and a twenty-five foot landscape buffer required all the way around the exterior of the property. There is a fence required as long as it is not adjacent to any existing wetland or preserved area. The fence would be wood, rot iron or split rail. There is a four-foot option for fencing in the PUD, which requires opaque materials. Sidewalks are required throughout the development and of course Bahia and Bermuda grass are permitted while St. Augustine is not, due to its water usage. There are access points on CR 48 and CR 33 and they are required to be boulevard-type roadways with an eight-foot landscape section in the middle to allow for emergency vehicles to get through. The signage includes a decorative entryway feature of at least five feet at each access point, that would be on both the north and south. There is a recreation requirement of one-point-three acres. That is reserved for things such as swimming pools, playgrounds, dog parks, gazebos, etc. There is a phasing/expiration clause in all PUDs that require substantial commencement within forty-eight months or four years or the property would revert to RE-1, which is one acre per unit. They would be required to have one acre to have one unit. The entire development would be on city water and wastewater. The Lake County Public Works had some significant comments regarding CR 48 and CR 33, including left and right turn lanes at the project entrances. Accommodations for the West Lake Trail, which is planned for along the CR 48 frontage. Additional right-of-way and detailed surveys to verify property lines, etc. Most of the same comments were the same for CR 33. Including, additional right-of-way for a collector roadway to include drainage including left and right turn lanes. Haywood Worm Farm Road would also become a city maintained roadway with additional right-of-way. Mike Rankin of Land Planning Group in Mount Dora is here to answer any questions.

Commissioner Connell wanted to confirm the present zoning in the county was agriculture. **PZD Miller** agreed. **Commissioner Connell** continued to say that he believed that density was one unit to five acres. **PZD Miller** concurred. **Commissioner Connell** said with the present zoning in the county this development would only have fifteen units, yet they are proposing two hundred and eight three units versus the county's fifteen. **PZD Miller** agreed. **Commissioner Connell** stated the county was currently one unit to five acres and they are proposing to have three point six seven units per acres. Plus, this development would go back to CR 48 and CR 33, which are two lane roads. Both taking you to the intersections of CR 33 and US 27, and that intersection is always backed up on CR 33. Then CR 48 takes you down to CR 48 and CR 33, which is obviously another intersection that is majorly out of compliance. Plus, the commission over the last six months has approved on this section of CR 48 over five hundred units. This would add another two hundred and thirty-eight units on the same stretch of road that is bottlenecked from CR 48 and US 27 down to CR 48 and CR 33. **Mayor Reisman** asked the applicant if they had anything to add.

Michael Rankin of Land Planning Group said with this being the first hearing he would yield his comments for second reading.

Mayor Reisman asked if there were any further comments from the commission. **Commissioner Connell** asked for the record how did the Planning Commission vote on the development. **PZD Miller** answered the Planning Commission voted to deny the request by a vote of four to two. Four votes to deny and two to approve. **Commissioner Connell** inquired the reasoning. **PZD Miller** stated it mostly dealt with concerns over the roads and the current width of the roads. Before the next hearing he would go back and double check the minutes to make sure they did not miss any comments. However, it mainly dealt with the roadways.

Commissioner Connell stated he would like him to follow up on that. However, again, this would add another subdivision on the same stretch of road that is absolutely beyond bad. The Planning Commission even recognized that we do not need any more traffic on this road. The density is out of control, and they are pushing close to four units an acre on a two-lane road. In the county they would only have one unit to

five acres. So, it would be fifteen units developed in the county compared to the two hundred and eighty-three units in the city. He would like to see the commission deny the annexation, and not even move to send this to the state. We should just deny the annexation and be done. **Mayor Reisman** asked if there were any other commission comments. **Commissioner Burry** asked if this were just residential in the city how many units would they get? **PZD Miller** answered if it was just residential they could add eighteen more units. The unit count can vary because of the future land use and zoning. Originally the application came in at a much higher density. The staff wrestled around with the applicant and encouraged them to lower it. **Commissioner Berry** wanted to confirm that this application was at a reduced density from the original application. **PZD Miller** agreed. It was around three-point-six to three-point-seven. **Commissioner Connell** said he was getting three-point-six-seven. Again, we have a Planning Commission for a reason and they see issues with the traffic. We should take that into consideration and not even move forward with the annexation. **Mayor Reisman** asked if there were any other commission comments. There were none.

2. **An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain real property consisting of approximately 77.5 +/- acres; and being generally located south of CR 33, west of US Highway 27, and north of CR 48, lying in Sections 14 & 15, Township 20 South, Range 24 East, Lake County, Florida; and providing an effective date. (Leatherleaf LSCP)**

Commissioner Burry made a motion to transmit this application to the state for review and comment. Commissioner Pederson seconded the motion.

The roll call vote was:

Commissioner Pederson	Yes
Commissioner Berry	Yes
Commissioner Connell	No
Commissioner Burry	Yes
Mayor Reisman	Yes

Four yeas, one nay, the Commission approved the transmittal.

Mayor Reisman stated these ordinances would lay over.

3. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 77.5 +/- acres from Lake County A (Agriculture) to City of Leesburg PUD (Planned Unit Development) to allow for 235 detached single-family residences, 48 paired villas, plus 120,000 square feet of amenities, medical office, office, and retail sales and service, for a property generally located south of CR 33, west of US Highway 27, and north of CR 48, lying in Sections 14 & 15, Township 20 South, Range 24 East, Lake County, Florida; and providing an effective date. (Leatherleaf PUD)**

C. **NON-ROUTINE ITEMS:**

1. None

7. INFORMATIONAL REPORTS:

The following reports are provided to the Commission in accordance with the Charter/Ordinances. No action required.

A. None

8. CITY ATTORNEY ITEMS:

CA Watson stated the city was currently under contract to sell a parcel across the street from the airport to Blurock. There have been a couple variations of agreement extensions that have come before the commission. They are almost to the finish line. They are scheduled to close on Wednesday. However, there are some recording issues that may need to be sorted out before Wednesday. He asked the commission to approve an extension to the closing; if they could approve extending it until the end of January they could have everything sorted out. They are hopeful to close before then, but it would give more flexibility to make sure they have everything recorded before closing. Everything else seems to be on track and ready to go. They just need a little more time and flexibility.

Commissioner Pederson made a motion to extend the closing date to January 31, 2025, and Commissioner Berry seconded the motion.

The roll call vote was:

Commissioner Berry	Yes
Commissioner Connell	Yes
Commissioner Burry	Yes
Commissioner Pederson	Yes
Mayor Reisman	Yes

Five yeas, no nays, the Commission approved the extension.

9. CITY MANAGER ITEMS:

CM Minner had no matters to address.

10. ROLL CALL:

Commissioner Connell had no comment.

Commissioner Burry had nothing to comment on.

Commissioner Pederson had no comment.

Commissioner Berry had no comment tonight.

Mayor Reisman informed the commission that Dustin Boise was his appointee to the Public Arts

Advisory Board. He serves as an associate professor for the Studio Arts at Beacon College. He would be a great addition to that board. For announcements, the Martin Luther King Day Parade is schedule for this Saturday at 11:00 am, followed by Soulfest at noon. On January 23rd the Chamber will be hosting the Sunrise Breakfast. Opening night of the new Melon Patch Theater at the Tropic Building it is scheduled for January 24th. He hopes everyone can make it out for that. He also had the pleasure of attending and speaking at the Leesburg Firefighter Pinning Ceremony. He welcomed all the new firefighters and congratulated them on their promotions. Finally, last week was national Law Enforcement Day and he thanked all Leesburg Police Officers for their service.

11. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they 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." The City of Leesburg does not provide this verbatim record.

With a motion by Commissioner Burry and a second by Commissioner Pederson, the meeting adjourned at 6:31 p.m.

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.B.1.

Meeting Date: January 27, 2025

From: Robert Hicks, (Deputy City Manager)

Subject: Purchase request for one (1) 2026 Mack LR64 for the amount of \$385,745.50 from Nextran Truck Center, contract holder for the Florida Sheriffs Association, contract FSA23-VEH21.0.

Staff Recommendation:

Staff recommends awarding approval of purchase for one (1) new 2026 Mack LR64 from Nextran Truck Center for the Public Works Department for the amount of \$385,745.50.

Analysis:

Mack LR64 is an automated side load garbage truck. This new one will be replacing an old one 9099, that has reached the end of its service life and is no longer cost effective due to the escalating repair costs.

Procurement Analysis:

The City is utilizing an existing Agreement (Piggyback) with the Florida Sheriffs Association, contract FSA23-VEH21.0, to purchase one (1) new 2026 Mack LR64 from Nextran Truck Center. Staff obtained a quote from Nextran Truck Center in accordance with the Florida Sheriffs Association contract.

Options:

1. Approve as presented; or
2. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

The current Fleet Replacement vehicle budget includes funding for this purchase.

Account No.	510-5199-519-6413
Project No.	FLEET
WF No.	1593573/1
Requisition	57209
Budget	\$388,000.00
Available	\$388,000.00

Florida Sheriffs Association Cooperative Purchasing Program Options List

Bid Number	FSA23-VEH21.0				
Bid Title	Heavy Trucks and Buses				
Bidder	Nexttran Truck Centers				
Item Make & Model	Mack TE Series				
Item Number	85				
Option Code	Description	Price	Installation	MSRP Discount	Cost-Plus Markup
1001856	MP7 375HP with 1350 ftlbs of torque	\$576.00	Factory	-26.00%	
3000RDS	Allison 3000RDS Transmission - (Credit)	\$0.00	Factory	-26.00%	
20F46R	66,000 GVWR package, Front 425 Tires/Front wheels steel: 22.5x12.25/Rear 11R22.5 Tires/Rear wheels steel 22.5x8.25/46,000 Mack Rear Axle/SS462 Camelback suspension	\$2,370.00	Factory	-26.00%	
1003109	CNG Prep - 64R G with cummins L9N-G 320HP, Fuel tanks not included, base chassis upgrade	\$12,950.00	Factory	-26.00%	
1862428	Rear Suspension - 46,000lb Meritor RT46-160 with Hendrickson HN462 Suspension	\$3,502.00	Factory	-26.00%	
FEPTO-PKG	Front Engine PTO Provision (FEPTO) - Front Frame Extension (FFE330), 1350 Series Flange (183002)	\$904.00	Factory	-26.00%	
1442103	RH and LH Sit down, RH Drive Only	\$8,921.00	Factory	-26.00%	
1442100	LCF Low Profile With left hand steer	\$9,215.00	Factory	-26.00%	
1442102	LCF Low Profile with dual steer - Model LR64R with dual sitdown, dual steering	\$10,207.00	Factory	-26.00%	
1442101	LCF Low Profile with dual steer and right hand stand up - Model LR64R Standard Config.	\$9,154.00	Factory	-26.00%	
2540412	Driver Controlled Differential lock - Inter wheel Differential Lock (Both Axles)	\$1,194.00	Factory	-26.00%	
NEX 20 RDA	Rigid Lift Axle: Pusher/20,000lb rating air lift to include 11R22.5 tires with steel wheels	REQUEST			
NEX 20 SDA	Steerable Lift Axle: Pusher/20,000 rating air lift to include 11R22.5 tires with steel wheels	REQUEST			
NEX 60 174/RP 4500	60,000 Roll off hoist and Tarp	REQUEST			
60K AFR	60,000 Above Frame Roll Off Hoist and Tarp	REQUEST			
NEX 20 RRL LM	20 CU YD Refuse Rear Loader	REQUEST			
NEX 25 RRL LM	25 CU YD Refuse Rear Loader	REQUEST			
NEX 32 RRL MCN	32 CU YD Refuse Rear Loader	REQUEST			
NEX 40 RFL H	40 CU YD Refuse Front Loader	REQUEST			
NEX 28 RASL MCN	28 CU YD Refuse Automated Side Loader	REQUEST			
NEX 31 RASL	31 CU YD Refuse Automated Side Loader	REQUEST			
Single Axle	Single Axle Option - (Credit)	\$0.00	Factory	0.00%	
MFG List	We furnish bodies from the following, Bridgeport, E-Z Pack, Galbreath, Heil, Loadmaster, McNeilus, New Way, Pac-Mac, Palfinger, Wayne, Labrie, and others.				
2931032	DAVCO 387 Fuel Filter (Fluid Heated)	\$476.00	Factory	-26.00%	
3180010	Battery Disconnect Switch " Flaming River" with config. Light	\$167.00	Factory	-26.00%	
9011415	F+R (10) 315/80R22.5 M870 Bridgestone all position tires (Or Equivalent Manufacturer) on steel wheels	\$3,990.00	Factory	-26.00%	
MCL2000	Dual Flat Electrical Operated & Heated Mirrors	\$331.00	Factory	-26.00%	
BBA-PK7	Body Builder Air lines, Factory installed for pneumatic joy stick controls	\$223.00	Factory	-26.00%	
8FXG1X	Drop Frame Modifications for LCF Chassis	\$17,262.00	Factory	-26.00%	
2LCA1X	Cab Front Corner Protection/ Reinforcement for LCF Chassis	\$432.00	Factory	-26.00%	
GUARD-RL	Skid Plate under Bumper + Radiator	\$310.00	Factory	-26.00%	
5313802	All Aluminum Wheels	\$2,190.00	Factory	-26.00%	
OPT-315	Rear Tires (8) 315/80R22.5 M870 Bridgestone (Or Equivalent Manufacturer), for all rear tires	\$3,192.00	Factory	-26.00%	
1861610	46,000 LB. Mack Mride Suspension	\$1,806.00	Factory	-26.00%	
2416311	Front and Rear Disc Brakes (Includes 46,000 LB. Mride Suspension Option Code 1861610)	\$5,212.00	Factory	-26.00%	
BLVR-PK3	Pre Wire Video Safety System	\$1,144.00	Factory	-26.00%	
MCE0053	Double Frame	\$888.00	Factory	-26.00%	
5482115	Bendix Fusion 2.0 Collision Warning System	\$3,514.00	Factory	-26.00%	
EX WRAP W/ TC	Exhaust Wrap w/ Turbo Cover	\$4,686.00	Factory	-26.00%	
TELMA	Telma Brake	\$19,194.00	Factory	-26.00%	
AUTO-LUBE	Auto Lube System	\$8,400.00	Factory	-26.00%	
ASCT	Air Assist Cab Tilt	\$354.00	Factory	-26.00%	
Warranty	Extended Warranty Options	REQUEST			
Transfer	Transfer Existing Registration	\$100.00	Vendor		0.00%
New	New State Tag	\$300.00	Vendor		0.00%

Tampa Crane & Body



PURCHASE AGREEMENT

OPPORTUNITY NAME	PURCHASE AGREEMENT DATE	EXPIRATION	EST. DELIVERY UPON ORDER RECEIPT	FOB POINT	TERMS
Nextran - City of Leesburg - DP Python ASL	01-08-2025	04-15-2025		Orlando	Net 30

CUSTOMER INFORMATION:

Salesperson. Brandon Pritchett

Customer: Nextran Orlando

Contact: Brian Carmody

Address: 2200 West Landstreet Road, Orlando, FL 32809

Phone: Cell Phone: (321)960-8314 Email Address: bcarmody@nextranusa.com

EQUIPMENT DESCRIPTION

INV Number	Year	Make	Model
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SPECS

Specs	Heil DP PYTHON 28 Cubic Yard Unit Options TriCuff Grabber - handles a variety of 30 to 110 gallon square, rectangular and round semi-automated and automated carts Operate-in-gear-at-idle (OIGAI) Front Mount Tandem Vane Pump Hopper Work Light Kit - LED - One light - Mounted in the Hopper Integrated Grabber Work Light Kit mounted on the side of the hopper Body Side Backing Assist Lights mounted front body bolster - reverse activated Multi-Function LED Strobe / Turn Lamps Strobe Light, Amber - in-cab switch, pump on, and reverse activated - mounted lower tailgate Base 3rd Eye® Single Camera System with 7" STD. monitor and Single Camera Mounted on Tailgate Add on 3rd Eye® Camera (Hopper) Hopper Hood Rear Caution Decal Sump Chutes
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Trade In Information

Trade In Year	Trade In Make	Trade In Model	Trade In Amount

Add Ons Price each	Misc Charge Details
\$0.00	

TERMS OF SALE:

Purchase Price Each:	\$185,400.00
Purchase Quantity:	1
Total	\$185,400.00
Add Ons Total	\$0.00
Less Trade in value(s):	
Sales Tax: Applicable sales taxes will be applied to final invoice.	TBD
Federal Excise Tax 12%	each
Federal Excise Tax Total	\$0.00

Title, Registration, and Dealer Fees**total****\$0.00****Freight Each:****\$3,000.00****Total Freight:****\$3,000.00****Total Amount Due:******If a deposit is required, a deposit invoice
will follow. ******\$188,400.00****TERMS AND CONDITIONS:**

1. Customer's responsibilities. Customer agrees to pay Tampa Crane & Body (TC&B) all charges required by law to be collected, including without limitation all tag, title, license, and all federal, state, and local taxes. Although TC&B has used its best efforts to accurately state the amounts due under this Agreement, Customer remains liable for any additional amounts which may be assessed by law against TC&B. Unpaid or past due balances will be assessed a 1.5% per month interest charge, (18% per annum).

2. Deposit. Should TC&B fail to accept this offer or be unable to deliver the vehicle as promised, Customer's sole remedy against TC&B shall be a return of the deposit as liquidated damages. Should Customer fail to take delivery of the vehicle for any reason or otherwise breach this agreement, TC&B may elect to retain the deposit, and sue for any actual damages incurred by TC&B for work done, costs incurred, and for any incidental or consequential damages caused by Customer's breach.

3. Warranties. All used vehicles are sold "AS IS, WITHOUT WARRANTY", either express or implied. **TC&B SPECIFICALLY DISCLAIMS ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND ALL OTHER REPRESENTATIONS TO THE CUSTOMER NOT EXPRESSLY SET FORTH IN THIS AGREEMENT.** No other person is authorized to make any representations or warranties on behalf of TC&B, unless made or assumed in writing by TC&B.

4. Limitation of Liability. Customer shall have the right to fully inspect the vehicle at the time of delivery. Acceptance of the vehicle constitutes Customer's waiver of all claims against TC&B for all actual, incidental or consequential damages, including without limitation: a) loss, damage or delays for any reason; b) failure to supply any property ordered hereunder unless TC&B receives notification of such failure within one week of delivery; c) loss of use, loss of time, lost profits or income; d) changes in design, materials or specifications explicitly specified by the Customer; e) modifications to the vehicle that the Customer specifies to be performed by others; and f) defects in design, materials or workmanship unless TC&B receives notification of such defects within one week of delivery.

Customer shall defend, indemnify and hold harmless TC&B and its subsidiaries and affiliated companies, their officers, agents and employees against all loss, liability and expense, including reasonable attorney's fees, by reason of bodily injury including death, and property damage, sustained by any person or persons including but not limited to the officers, agents and employees of Customer, as a result of the Customer's maintenance, use, operation, servicing, transportation, defect in or failure of the vehicle, whether such bodily injury, death or property damage is due or claimed to be due in whole or in part, to any neglect, default, defect, fault, failure, act or omission, by or on behalf of TC&B, its officers, agents and employees or any other person, including but not limited to any claims of strict liability in tort, breach of warranty, and/or negligence.

5. Modifications by Others. Customer acknowledges that any requested modifications to the vehicle that the Customer specifies to be performed by others are Customer's sole responsibility, and Customer shall reimburse TC&B for the cost of such modifications, regardless of whether Customer takes delivery of the vehicle. TC&B is not liable for any defects in design, materials or workmanship, or any errors or omissions by such third parties.

6. Miscellaneous. Risk of loss shall pass to the Customer upon acceptance of delivery of the vehicle. A facsimile of this agreement shall have the same legal effect as an original hereof. Venue for any actions involving this agreement, including counterclaims, crossclaims or third-party claims shall be exclusively in Hillsborough County, Florida, and this agreement shall be construed under the laws of the State of Florida. This agreement may not be assigned by Customer. This agreement expresses the entire agreement of the parties. If any part hereof is contrary to, prohibited by or deemed invalid under applicable laws or regulations of any jurisdiction, such provision shall be inapplicable and deemed omitted but shall not invalidate the remaining provisions hereof. In the event that TC&B is required to employ an attorney to enforce any of the terms of this agreement, Customer shall be liable for all reasonable attorney's fees and costs, regardless of whether suit is instituted, through and including all trials, appeals and bankruptcy proceedings.

I HAVE READ AND UNDERSTAND THE ABOVE TERMS AND CONDITIONS.**CUSTOMER:****TAMPA CRANE REPRESENTATIVE:**

Signature
Print Name
Customer PO Number
Date

Brandon Pritchett

bpritchett@tampacrane.com

(813) 321-9206

Signature
Print Name
Date
Contact Email
Contact Cell

TAMPA CRANE AND BODY
5701 N 50th Street, Tampa, FL 33610
(813) 246-5510 (Office)
(813) 246-5322 (Fax)

BUYER'S ORDER



Sold to: City of Leesburg
550 South 14th Street
Leesburg, FL 34748

Invoice Number:
Date: January 8, 2025
PO #:
Salesman: Brian Carmody

Make	Year	Model	Type	VIN NUMBER	Amount
MACK	2026	LR64	NEW	Order Out	\$ 385,988.00
Total Selling Price: \$					385,988.00

IN ACCORDANCE WITH FLORIDA SHERIFFS STATE BID FSA23-VEH21.0
Refuse Truck: 60,000 lbs. GVWR 4x6 (cab and chassis only)

FSA TRUCK SPECIFICATION

ORDER CODE	OPTION	PRICE
ITEM NO. 85	MACK TE SERIES	\$ 185,003.00
20F46R	66,000 GVWR PACKAGE	\$ 2,370.00
FEPTO-PKG	FRONT ENGINE PTO	\$ 904.00
1442103	RH AND LH SIT DOWN, RH DRIVE ONLY	\$ 8,921.00
3180010	BATTERY DISCONNECT SWITCH	\$ 167.00
BBA-PK7	BODY BUILDER AIRLINES FOR JOYSTICK	\$ 223.00
TOTAL CHASSIS	PRICE	\$ 197,588.00
HEIL BODY	28 YD PYTHON ASL	\$ 188,400.00
TOTAL	PRICE	\$ 385,988.00

PRICE OF ONE MACK LR64 TRUCK WITH 28 YD HEIL PYTHON ASL BODY. HEIL QUOTE AND SPECS ATTACHED.

Sub Total: \$	385,988.00
Insta Tag Fee: \$	-
Disposal Fee: \$	14.50
Tire Tax Credit \$	(260.00)
\$	385,742.50

P.O. AMOUNT DUE: **\$ 385,742.50**

P.O. #

Salesman Signature

Customer Signature

MV Registration#: MV12152

Our Service Manager is Marcos Ramirez

Our Parts Manager is Matt Lenhart

Our Sales Manager is Juan De Oliveira

Feel free to call if you need any assistance!

2200 W. Landstreet Rd., Orlando, FL 32809
Phone: 800-800-6225 Fax: 407-398-0297

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.C.1.

Meeting Date: January 27, 2025

From: Ann Kinsey, (Building Official)

Subject: Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the First of three new As-Needed Municipal Support Agreements with Willdan Engineering, Inc.; and providing an effective date.

Staff Recommendation:

Staff recommends approval of the attached Willdan Agreement, as-needed municipal service agreements to supplement current staff during plan review and inspections to keep review and inspection times within the limitations of Florida Statute 553.

Analysis:

Florida law requires plan reviews and inspections to be completed within time limitations. Currently, the Building Department has sufficient staff for the current workflow. However, at times, staff shortages and times of unusually high inspection activity can make it difficult to meet the time limitations required by the state. The Interlocal Agreement with Lake County was supposed to fill that gap. However, shortages in their staff have shown that additional alternative options need to be available. This is one alternative source for occasional assistance to the city. It has been reviewed by the city attorney.

Procurement Analysis:

N/A

Options:

1. Approve the requested as-needed municipal service agreement 1 of 3 with Willdan.
2. Other action the commission may choose.

Fiscal Impact:

Funds for this request are supported by the Building Department Budget. No costs are incurred unless services are required by the city.

Account No. 151-6131-524-3410

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEESBURG,
FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE
THE FIRST OF THREE NEW AS-NEEDED MUNICIPAL SUPPORT
AGREEMENTS WITH WILLDAN ENGINEERING, INC.; AND PROVIDING
AN EFFECTIVE DATE.**

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA:

THAT the Mayor and City Clerk are hereby authorized to execute an agreement with Willdan Engineering, Inc., whose address is 2401 E. Katella Avenue, Suite 300, Anaheim, California 92806, for as-needed assistance of BUILDING PLAN REVIEW AND INSPECTIONS.

THAT this resolution shall become effective immediately.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

Mayor

ATTEST:

City Clerk



City of Leesburg

Building Services Division
204 N. 5th Street
Leesburg, FL 34748
Phone: (352) 728-9735
Email: permits@leesburgflorida.gov

Contract for Professional Services Agreement

This Contract ("Contract") is entered into by and between the City of Leesburg, a Florida municipality, whose address is 501 West Meadow Street, Leesburg, FL 34748 (hereinafter referred to as the "City"), and Willdan Engineering, Inc., whose address is 2401 E Katella Avenue, Suite 300, Anaheim, CA 92806 (hereinafter referred to as the "Contractor").

Effective Date: 1/27/2025 / Termination Date: Valid until written 30-day notice is received.

1. Scope of Services: The City of Leesburg requires qualified plans examiner/inspection team to assist with building permits in accordance with Florida Statute 468 part XII, on an as-needed basis. All plan reviewers/inspectors provided by the Contractor shall be licensed under the aforementioned statute.
2. Contractor's Proposal: To provide plans examiners and/or inspectors to fulfill the City of Leesburg's needs as outlined in Section 1 of this Contract. Notice or request for inspection services shall be submitted via email to Contractor by or before 2 p.m. (1400 hours) the day prior to expected date of inspection. Notice or request for plan review services will be accepted during normal business hours.
3. Compensation: The Contractor shall provide current Florida Building Code plan reviews and Inspection Services at a rate described on Exhibit A attached hereto and made a part hereof.
4. Indemnification: To the maximum extent permitted by applicable statutes, Contractor shall indemnify and hold the City harmless from and against any and all claims, demands, damages, and liabilities arising out of or related to this Agreement, except to the extent caused by the negligence or willful misconduct of the City.
5. Insurance: Contractor agrees to maintain insurance coverage worth \$1 million for liability/professional, plus auto and workman's comp. and to name the City of Leesburg as an additional insured party.
6. Independent Contractor: Contractor acknowledges and agrees that they are an independent contractor and not an employee of the City of Leesburg. The Contractor shall bear all costs and provide all materials required to perform the services.
7. Contract Termination: Either Party may terminate this Contract by providing a minimum of 30 days' written notice to the other Party.
8. Governing Law and Jurisdiction: Any disputes arising out of or related to this Contract shall be settled in the courts of Lake County, Florida. The laws of the State of Florida shall govern the interpretation and enforcement of this Contract.
9. Severability: If any provision of this Contract is deemed unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

10. Payment Terms: Invoices submitted by the Contractor must be paid within 30 days of submission. Late payments shall incur a penalty of 1.5% of the outstanding balance or \$150, whichever is greater.

11. In accordance with Chapter 119, Florida Statutes, each file and all papers pertaining to any activities performed for or on behalf of the City are public records available for inspection by any person even if the file or paper resides in Contractor's office or facility. Contractor shall maintain the files and papers for not less than three (3) complete calendar years after this Agreement has been completed or terminated. Contractor shall appoint a records custodian to handle any records request and provide the custodian's name and telephone number(s) to City. During the term of the Agreement, Contractor shall comply with the Florida Public Records Law, to the extent such law is applicable to Contractor. If Section 119.0701 of the Florida Statutes is applicable, Contractor shall do the following: (1) keep and maintain public records required by City in order to perform this service; (2) upon request from City's custodian of public records, provide City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost allowed by law; (3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if Contractor does not transfer the records to City; (4) upon completion of the Agreement, transfer, at no cost to City, all public records in possession of Contractor or keep and maintain public records required by City to perform the service. If Contractor transfers all public records to City upon completion of the Agreement, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the Agreement, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City upon request from City's custodian of public records, in a format that is compatible with the information technology systems of City.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CITY CLERK AT (352) 728-9786 x 1150; ANDI.PURVIS@LEESBURGFLORIDA.GOV; CITY HALL, 501 W. MEADOW STREET, Leesburg, FL34748.

Contractor shall keep and make available to City for inspection and copying, upon written request by City, all records in Contractor's possession relating to the Agreement. Any document submitted to Customer may be a public record and is open for inspection or copying by any person or entity unless considered confidential and exempt. Public records are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by an agency. Any document in Contractor's possession is subject to inspection and copying unless exempted under Chapter 119 of the Florida Statutes. If Contractor fails to comply with the Public Records Law, Contractor shall be deemed to have breached a material provision of this Agreement. 12. Nothing contained in this Agreement shall be construed or interpreted as a waiver by City of any right, privilege or immunity, whether in contract or tort, that City may enjoy under the constitution and laws of the State of Florida, including the limitations of liability set forth in Section 768.28, Florida Statutes, as it now or may hereafter exist.

12. In accordance with Section 448.095, Florida Statutes, both parties shall register with and utilize the E-Verify system to verify the employment eligibility of all new employees hired during the term of this Agreement

13. Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Contractor to solicit or secure this Agreement, and that Contractor has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or formation of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or at its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

14. Contractor agrees that it will not discriminate against any employee or applicant for employment in connection with this Agreement because of race, color, religion, sex, age or national origin and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, ensure that religion, sex, applicants age or national employed origin.

Both Parties have read, understood, and agreed to the terms and conditions set forth in this Contract.

Willdan Engineering, Inc.:  Date: 1/15/2025

Vanessa Munoz, President
[Contractor Representative Name and Title]

City of Leesburg _____ Date: _____

Alan Reisman, Mayor
[City Representative Name and Title]

ATTEST: _____

J. Andi Purvis
City Clerk

**EXHIBIT – A STATEMENT
OF WORK**

3 – COMPENSATION

The City agrees to pay the successful respondent(s) the following rates:

STANDARDIZED SERVICE RATES	
Services	Hourly Rate
Licensed Plans Examiner, Residential and/or Commercial	\$115.00
Inspection Services Residential and/or Commercial	\$105.00
Supplemental Inspection Services (at the request of the City)	\$105.00

The rates above are based on a forty (40) hour week. Overtime (over 8 working hours in one day) and/or weekend rates are 1.5 times the listed rates. All overtime hours must be approved, in advanced, by the Building Services Director.

Supplemental Inspection and Plan Review Services are those based on specialized need, as determined and requested by the City's Building Official.

All travel expenses are included in the listed Standardized Service Rates. There shall be no additional charges for travel or expenses. The hourly rate shall not apply until the respondent staff arrives at the Building Services Department offices or first inspection. The hourly rate shall not be paid by the City after the consultant leaves the last inspection or the City's office.

END OF EXHIBIT - A

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.C.2.

Meeting Date: January 27, 2025

From: Ann Kinsey, (Building Official)

Subject: Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the Second of three As-Needed Municipal Support Agreements with Bureau Veritas North America, Inc.; and providing an effective date.

Staff Recommendation:

Staff recommends approval of the attached Bureau Veritas Agreement, as-needed municipal service agreements to supplement current staff during plan review and inspections to keep review and inspection times within the limitations of Florida Statute 553.

Analysis:

Florida law requires plan reviews and inspections to be completed within time limitations. Currently, the Building Department has sufficient staff for the current workflow. However, at times, staff shortages and times of unusually high inspection activity can make it difficult to meet the time limitations required by the state. The Interlocal Agreement with Lake County was supposed to fill that gap. However, shortages in their staff have shown that additional alternative options need to be available. This is one alternative source for occasional assistance to the city. It has been reviewed by the city attorney.

Procurement Analysis:

Florida law requires plan reviews and inspections to be completed within time limitations. Currently, the Building Department has sufficient staff for the current workflow. However, at times, staff shortages and times of unusually high inspection activity can make it difficult to meet the time limitations required by the state. The Interlocal Agreement with Lake County was supposed to fill that gap. However, shortages in their staff have shown that additional alternative options need to be available. This is one alternative source for occasional assistance to the city. It has been reviewed by the city attorney.

Options:

1. Approve the requested as-needed municipal service agreement 2 of 3 with Bureau Veritas.
2. Other action the commission may choose.

Fiscal Impact:

Funds for this request are supported by the Building Department Budget. No costs are incurred unless services are required by the city.

Account No.

151-6131-524-3410

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEESBURG,
FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE
THE SECOND OF THREE AS-NEEDED MUNICIPAL SUPPORT
AGREEMENTS WITH BUREAU VERITAS NORTH AMERICA, INC.; AND
PROVIDING AN EFFECTIVE DATE.**

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA:

THAT the Mayor and City Clerk are hereby authorized to execute an agreement with Bureau Veritas North America Inc., whose address is 1422 S. Narcoossee Road, St. Cloud, Florida 34771, for as-needed assistance with BUILDING PLAN REVIEWS AND INSPECTIONS.

THAT this resolution shall become effective immediately.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

Mayor

ATTEST:

City Clerk



City of Leesburg

Building Services Division
204 N. 5th Street
Leesburg, FL 34748
Phone: (352) 728-9735
Email: permits@leesburgflorida.gov

Contract for Professional Services Agreement

This Contract ("Contract") is entered into by and between the City of Leesburg, a Florida municipality, whose address is 501 West Meadow Street, Leesburg, FL 34748 (hereinafter referred to as the "City"), and Bureau Veritas North America, Inc., 1422 S. Narcoossee Road, Saint Cloud, FL 34771 (hereinafter referred to as the "Contractor").

Effective Date: 1/27/2025 / Termination Date: Valid until written 30-day notice is received.

1. Scope of Services: The City of Leesburg requires qualified plans examiner/inspection team to assist with building permits in accordance with Florida Statute 468 part XII, on an as-needed basis. All plan reviewers/inspectors provided by the Contractor shall be licensed under the aforementioned statute.
2. Contractor's Proposal: To provide plans examiners and/or inspectors to fulfill the City of Leesburg's needs as outlined in Section 1 of this Contract. Notice or request for inspection services shall be submitted via email to Contractor by or before 4:00 p.m. (1600 hours) the day prior to expected date of inspection. Notice or request for plan review services will be accepted during normal business hours.
3. Compensation: The Contractor shall provide current Florida Building Code plan reviews and Inspection Services at a rate described on Exhibit A attached hereto and made a part hereof.
4. Indemnification: To the maximum extent permitted by applicable statutes, Contractor shall indemnify and hold the City harmless from and against any and all claims, demands, damages, and liabilities arising out of or related to this Agreement, except to the extent caused by the negligence or willful misconduct of the City.
5. Insurance: Contractor agrees to maintain insurance coverage worth \$1 million for liability/professional, plus auto and workman's comp. and to name the City of Leesburg as an additional insured party.
6. Independent Contractor: Contractor acknowledges and agrees that they are an independent contractor and not an employee of the City of Leesburg. The Contractor shall bear all costs and provide all materials required to perform the services.
7. Contract Termination: Either Party may terminate this Contract by providing a minimum of 30 days' written notice to the other Party.
8. Governing Law and Jurisdiction: Any disputes arising out of or related to this Contract shall be settled in the courts of Lake County, Florida. The laws of the State of Florida shall govern the interpretation and enforcement of this Contract.
9. Severability: If any provision of this Contract is deemed unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

10. Payment Terms: Invoices submitted by the Contractor must be paid within 30 days of submission. Late payments shall incur a penalty of 1.5% of the outstanding balance or \$150, whichever is greater.

11. In accordance with Chapter 119, Florida Statutes, each file and all papers pertaining to any activities performed for or on behalf of the City are public records available for inspection by any person even if the file or paper resides in Contractor's office or facility. Contractor shall maintain the files and papers for not less than three (3) complete calendar years after this Agreement has been completed or terminated. Contractor shall appoint a records custodian to handle any records request and provide the custodian's name and telephone number(s) to City. During the term of the Agreement, Contractor shall comply with the Florida Public Records Law, to the extent such law is applicable to Contractor. If Section 119.0701 of the Florida Statutes is applicable, Contractor shall do the following: (1) keep and maintain public records required by City in order to perform this service; (2) upon request from City's custodian of public records, provide City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost allowed by law; (3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if Contractor does not transfer the records to City; (4) upon completion of the Agreement, transfer, at no cost to City, all public records in possession of Contractor or keep and maintain public records required by City to perform the service. If Contractor transfers all public records to City upon completion of the Agreement, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the Agreement, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City upon request from City's custodian of public records, in a format that is compatible with the information technology systems of City.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CITY CLERK AT (352) 728-9786 x 1150; ANDI.PURVIS@LEESBURGFLORIDA.GOV; CITY HALL, 501 W. MEADOW STREET, Leesburg, FL34748.

Contractor shall keep and make available to City for inspection and copying, upon written request by City, all records in Contractor's possession relating to the Agreement. Any document submitted to Customer may be a public record and is open for inspection or copying by any person or entity unless considered confidential and exempt. Public records are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by an agency. Any document in Contractor's possession is subject to inspection and copying unless exempted under Chapter 119 of the Florida Statutes. If Contractor fails to comply with the Public Records Law, Contractor shall be deemed to have breached a material provision of this Agreement. 12. Nothing contained in this Agreement shall be construed or interpreted as a waiver by City of any right, privilege or immunity, whether in contract or tort, that City may enjoy under the constitution and laws of the State of Florida, including the limitations of liability set forth in Section 768.28, Florida Statutes, as it now or may hereafter exist.

12. In accordance with Section 448.095, Florida Statutes, both parties shall register with and utilize the E-Verify system to verify the employment eligibility of all new employees hired during the term of this Agreement

13. Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Contractor to solicit or secure this Agreement, and that Contractor has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or formation of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or at its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

14. Contractor agrees that it will not discriminate against any employee or applicant for employment in connection with this Agreement because of race, color, religion, sex, age or national origin and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, ensure that religion, sex, applicants age are or national employed origin.

Both Parties have read, understood, and agreed to the terms and conditions set forth in this Contract.

Bureau Veritas: _____ Date: _____

Van Tran, Vice President
[Contractor Representative Name and Title]

City of Leesburg _____ Date: _____

Alan Reisman, Mayor
[City Representative Name and Title]

ATTEST: _____

J. Andi Purvis
City Clerk

Exhibit "A"
Pricing Schedule
Bureau Veritas North America, Inc.

<i>Item</i>	<i>Description</i>	<i>Unit Price</i>	<i>Unit of Measure</i>
Standard Rate Charges			
1.	Building Code Inspector	\$115.00	Per Hour
2.	Remote Plan Review	\$120.00	Per Hour
3.	Permitting Technician Services	\$105.00	Per Hour
4.	Building Official	\$140.00	Per Hour
Extended Rate Charges			
5.	Building Code Inspector	\$172.50	Per Hour
6.	Remote Plan Review	\$180.00	Per Hour
7.	Permitting Technician Services	\$157.50	Per Hour
8.	Building Official	\$210.00	Per Hour

1. **Building Code Inspectors:** Hourly rate includes all costs associated with Building Code Inspection Services. No additional compensation will be considered for fuel, overhead, materials, testing equipment or administration.
2. **Remote Plan Review:** Hourly rate includes all costs associated with Building Code Plans Review Services. No additional compensation will be considered for fuel, overhead, materials, testing equipment or administration.
3. **Permitting Technician Services:** Hourly rate includes all costs associate with the performance of the Technician. No additional compensation will be considered for fuel, overhead, materials, testing equipment, cell phones computers, laptops or table devices or similar items
4. **Building Official:** Hourly rate includes all costs associated with Building Official Services. No additional compensation will be considered for fuel, overhead, materials, testing equipment or administration.
5. **Standard Rate Charges:** Standard Rate Charges shall apply to hours performed during the standard forty (40) hours Work Week by each individual Assigned Employee.
6. **Extended Rate Charges:** Extended Rate Charges shall only apply to work performed specifically for hours worked in excess of forty (40) hours worked during any specific Work Week by each individual Assigned Employee.

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.C.3.

Meeting Date: January 27, 2025

From: Ann Kinsey, (Building Official)

Subject: Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute the Third of three As-Needed Municipal Support Agreements with Proclaim Engineering Inc.; and providing an effective date.

Staff Recommendation:

Staff recommends approval of the attached Proclaim Engineering Agreement, as-needed municipal service agreements to supplement current staff during plan review and inspections to keep review and inspection times within the limitations of Florida Statute 553.

Analysis:

Florida law requires plan reviews and inspections to be completed within time limitations. Currently, the Building Department has sufficient staff for the current workflow. However, at times, staff shortages and times of unusually high inspection activity can make it difficult to meet the time limitations required by the state. The Interlocal Agreement with Lake County was supposed to fill that gap. However, shortages in their staff have shown that additional alternative options need to be available. This is one alternative source for occasional assistance to the city. It has been reviewed by the city attorney.

Procurement Analysis:

N/A

Options:

1. Approve the requested as-needed municipal service agreement 3 of 3 with Proclaim Engineering.
2. Other action the commission may choose.

Fiscal Impact:

Funds for this request are supported by the Building Department Budget. No costs are incurred unless services are required by the city.

Account No. 151-6131-524-3410

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEESBURG,
FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE
THE THIRD OF THREE AS-NEEDED MUNICIPAL SUPPORT AGREEMENTS
WITH PROCLAIM ENGINEERING INC.; AND PROVIDING AN EFFECTIVE
DATE.**

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA:

THAT the Mayor and City Clerk are hereby authorized to execute an agreement with Proclaim Engineering Inc., whose address is 11851 NE 222ND Street, Ft. McCoy, Florida 32134, for as-needed assistance with BUILDING PLAN REVIEWS AND INSPECTIONS.

THAT this resolution shall become effective immediately.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

Mayor

ATTEST:

City Clerk



City of Leesburg

Building Services Division
204 N. 5th Street
Leesburg, FL 34748
Phone: (352) 728-9735
Email: permits@leesburgflorida.gov

Contract for Professional Services Agreement

This Contract ("Contract") is entered into between the City of Leesburg, a Florida municipality, whose address is 501 West Meadow Street, Leesburg, FL 34748 (hereinafter referred to as the "City"), and Proclaim Engineering Inc., whose address is 11851 NE 222nd Street, Ft. McCoy, FL 32134 (hereinafter referred to as the "Contractor").

Effective Date: 1/27/2025 / Termination Date: Valid until written 30-day notice is received.

1. Scope of Services: The City of Leesburg requires qualified plans examiner/inspection team to assist with building permits in accordance with Florida Statute 468 part XII, on an as-needed basis. All plan reviewers/inspectors provided by the Contractor shall be licensed under the aforementioned statute.
2. Contractor's Proposal: To provide plans examiners and/or inspectors to fulfill the City of Leesburg's needs as outlined in Section 1 of this Contract. Notice or request for inspection services shall be submitted via email to Contractor by or before 2 p.m. (1400 hours) the day prior to expected date of inspection. Notice or request for plan review services will be accepted during normal business hours.
3. Compensation: The Contractor shall provide current Florida Building Code plan reviews at a rate of \$ 120.00 per hour and inspection services at a rate of \$ 100.00 per hour. Inspection billing shall include travel time/expense and services will be billed at 0.5 hour increments with a minimum of 3.0 hours billed per inspector per day. Plan Review billing shall include travel time/expense and services will be billed at 0.5 hour increments with a minimum of 2.0 hours billed per reviewed plan set or permit.
4. Indemnification: To the maximum extent permitted by applicable statutes, Contractor shall indemnify and hold the City harmless from and against any and all claims, demands, damages, and liabilities arising out of or related to this Agreement, except to the extent caused by the negligence or willful misconduct of the City.
5. Insurance: Contractor agrees to maintain insurance coverage worth \$1 million for liability/professional, plus auto and workman's comp. and to name the City of Leesburg as an additional insured party.
6. Independent Contractor: Contractor acknowledges and agrees that they are an independent contractor and not an employee of the City of Leesburg. The Contractor shall bear all costs and provide all materials required to perform the services.
7. Contract Termination: Either Party may terminate this Contract by providing a minimum of 30 days' written notice to the other Party.

8. Governing Law and Jurisdiction: Any disputes arising out of or related to this Contract shall be settled in the courts of Lake County, Florida. The laws of the State of Florida shall govern the interpretation and enforcement of this Contract.

9. Severability: If any provision of this Contract is deemed unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

10. Payment Terms: Invoices submitted by the Contractor must be paid within 30 days of submission. Late payments shall incur a penalty of 1.5% of the outstanding balance or \$150, whichever is greater.

11. In accordance with Chapter 119, Florida Statutes, each file and all papers pertaining to any activities performed for or on behalf of the City are public records available for inspection by any person even if the file or paper resides in Contractor's office or facility. Contractor shall maintain the files and papers for not less than three (3) complete calendar years after this Agreement has been completed or terminated. Contractor shall appoint a records custodian to handle any records request and provide the custodian's name and telephone number(s) to City. During the term of the Agreement, Contractor shall comply with the Florida Public Records Law, to the extent such law is applicable to Contractor. If Section 119.0701 of the Florida Statutes is applicable, Contractor shall do the following: (1) keep and maintain public records required by City in order to perform this service; (2) upon request from City's custodian of public records, provide City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost allowed by law; (3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if Contractor does not transfer the records to City; (4) upon completion of the Agreement, transfer, at no cost to City, all public records in possession of Contractor or keep and maintain public records required by City to perform the service. If Contractor transfers all public records to City upon completion of the Agreement, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the Agreement, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City upon request from City's custodian of public records, in a format that is compatible with the information technology systems of City.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CITY CLERK AT (352) 728-9786 x 1150; ANDI.PURVIS@LEESBURGFLORIDA.GOV; CITY HALL, 501 W. MEADOW STREET, Leesburg, FL34748.

Contractor shall keep and make available to City for inspection and copying, upon written request by City, all records in Contractor's possession relating to the Agreement. Any document submitted to Customer may be a public record and is open for inspection or copying by any person or entity unless considered confidential and exempt. Public records are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by an agency. Any document in Contractor's possession is subject to inspection and copying unless exempted under Chapter 119 of the Florida Statutes. If

Contractor fails to comply with the Public Records Law, Contractor shall be deemed to have breached a material provision of this Agreement. 12. Nothing contained in this Agreement shall be construed or interpreted as a waiver by City of any right, privilege or immunity, whether in contract or tort, that City may enjoy under the constitution and laws of the State of Florida, including the limitations of liability set forth in Section 768.28, Florida Statutes, as it now or may hereafter exist.

12. In accordance with Section 448.095, Florida Statutes, both parties shall register with and utilize the E-Verify system to verify the employment eligibility of all new employees hired during the term of this Agreement

13. Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Contractor to solicit or secure this Agreement, and that Contractor has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or formation of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or at its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

14. Contractor agrees that it will not discriminate against any employee or applicant for employment in connection with this Agreement because of race, color, religion, sex, age or national origin and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, ensure that religion, sex, applicants age are or national employed origin.

Both Parties have read, understood, and agreed to the terms and conditions set forth in this Contract.

Proclaim Engineering Inc.: _____ Date: _____

Bryan J. Morrison, P.E., CEO/President
[Contractor Representative Name and Title]

City of Leesburg _____ Date: _____

Alan Reisman, Mayor
[City Representative Name and Title]

ATTEST: _____

J. Andi Purvis
City Clerk

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.C.4.

Meeting Date: January 27, 2025

From: Joe Iozzi, (Police Chief)

Subject: Resolution of the City Commission of the City of Leesburg authorizing approval for the Leesburg Police Department to purchase a drone (sUAS) through the use of Police Forfeiture funds; and providing an effective date.

Staff Recommendation:

Staff recommends approval of the resolution of the City of Leesburg, Florida authorizing the Leesburg Police Department to purchase a drone (sUAS) through the use of Police Forfeiture monies.

<u>Item</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Cost</u>
Skydio X10 drone	\$28,863.00	1	\$28,863.00
Total Forfeiture Amount			\$28,863.00

Analysis:

The Leesburg Police Department recently purchased two drones with the use of an FDLE grant to replace what the Florida Legislature considered non-complaint drones from “Foreign Countries of Concern.” There are currently three (3) FAA licensed sUAS pilots in the Police Department. The additional drone would allow for all pilots to have an assigned drone. This allows for rapid deployment for various missions including missing children/persons, hostage situations, crime scene documentation, wanted persons or any other situation deemed appropriate.

Procurement Analysis:

N/A

Options:

1. Approve the resolution authorizing the use of Police Forfeiture monies of \$28,863.00 to purchase a drone (sUAS); or
2. Such alternative action as the Commission may deem appropriate

Fiscal Impact:

The use of forfeiture monies for this purpose is one of the authorized selected uses, and will not affect the

general fund. The current balance in the Police Forfeiture fund is just over \$100,000.00. A budget adjustment will be necessary to add these expenditures to the current budget.

Account No.	121-2111-521-6410
Project No.	GFASST
WF No.	WF1616258/1

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEESBURG
AUTHORIZING APPROVAL FOR THE LEESBURG POLICE DEPARTMENT
TO PURCHASE A DRONE (SUAS) THROUGH THE USE OF POLICE
FORFEITURE FUNDS; AND PROVIDING AN EFFECTIVE DATE.**

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA:

THAT the City Commission hereby authorizes the Leesburg Police Department to purchase a drone (sUAS) for \$28,863.00 through the use of Police Forfeiture monies.

THAT this resolution shall become effective immediately.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

Mayor

ATTEST:

City Clerk



QUOTATION

Safeware, Inc.
4403 Forbes Blvd.
Lanham, MD 20706-4328
USA
301-683-1234
www.safewareinc.com

Order Number	
10197434	
Order Date	Page
12/31/2024 11:48:33	1 of 3

Quote Expires On: 01/30/2025

Contract No: Sourcewell #080922-SAF PS & EM

Bill To: **Customer ID:** 150156

City of Leesburg
Attn Accounts Payable
PO Box 490630
Lessburg, FL 34749-0630

Ship To:

City of Leesburg
Attn Accounts Payable
PO Box 490630
Lessburg, FL 34749-0630

352-728-9786

Requested By: Chris Parson

<i>PO Number</i>	<i>Taker</i>	<i>Email</i>
QUOTE - SKYDIO	Chelsea Quiles	cquiles@safewareinc.com
<i>Freight Terms</i>	<i>Phone</i>	<i>Fax</i>
Freight Paid	804-236-0579	
<i>Sales Representative</i>		
Heather Boyer		

<i>Quantities</i>					<i>Item ID</i>	<i>Pricing</i>		
<i>Ordered</i>	<i>Allocated</i>	<i>Remaining</i>	<i>UOM</i>	<i>Unit Size</i>	<i>Item Description</i>	<i>UOM</i>	<i>Unit Price</i>	<i>Extended Price</i>
1.00	0.00	1.00	KT		SKY DR4E1BR2IZG0000NA	KT	16,108.00	16,108.00
				1.0	Skydio X10 Ready Kit, 1 Batt, IR VT300-Z	1.0		
					Incl Skydio X10 Vehicle with Sensor Package			
					(2.4/5 GHz, 5G/LTE Ready, IR) NA + VT300-Z,			
					Enterprise Controller, Ready Case, 2x wall			
					adapters, propellers, 2x 256 GB micro SD cards,			
					one battery, dual charger, subscription to Skydio			
					Autonomy Drone Software.			
Ordered As: DR4E1BR2IZG0000NA								
1.00	0.00	1.00	EA		SKY DR4ACCLPAD	EA	125.00	125.00
				1.0	Skydio Landing Pad	1.0		
					One (1) collapsible landing pad.			
4.00	0.00	4.00	EA		SKY DR4ACCBATR	EA	369.00	1,476.00
				1.0	Skydio Battery for X10 [Adv Reservation]	1.0		
					One (1) battery for Skydio X10 when available.			
					Reserved with 100% deposit.			
1.00	0.00	1.00	EA		SKY DR4ATTSPKM	EA	320.00	320.00
				1.0	Skydio Speaker/Mic, X10	1.0		
					Skydio X10 attachment			
1.00	0.00	1.00	EA		SKY DR4ATTSPTL	EA	265.00	265.00
				1.0	Skydio Spotlight, X10	1.0		



QUOTATION

Safeware, Inc.
4403 Forbes Blvd.
Lanham, MD 20706-4328
USA
301-683-1234
www.safewareinc.com

Order Number	
10197434	
Order Date	Page
12/31/2024 11:48:33	2 of 3

Quote Expires On: 01/30/2025

Contract No: Sourcewell #080922-SAF PS & EM

Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	UOM	Price	Price
			Unit Size			Unit Size		
Skydio X10 attachment								
1.00	0.00	1.00	EA		SKY DR4ATTSWNAIR	EA	2,800.00	2,800.00
			1.0		Skydio NightSense w/ IR Attachment, X10	1.0		
					Skydio NightSense for X10 includes access to advanced autonomy functionality in no and low light situations. Includes one (1) perpetual license and one (1) infrared light spectrum active illumination attachment that can be carried by Skydio X10.			
1.00	0.00	1.00	EA		SKY CEDR45G3YRNA	EA	3,300.00	3,300.00
			1.0		Skydio Care, X10 w/5G, 3YR	1.0		
					3-Year/36-Month Term, for X10 w/Cellular 5G; Includes: 3x Damage Replacement w/advance shipment and up to 1x Lost Drone Replacement w/advance shipment. Continental US and Hawaii and Alaska only.			
					Item Note: In either event, Customer will be charged the full cost of the replacement drone if Skydio fails to receive payment of associated replacement fees (covered in T&C) within thirty (30) days of the shipment.			
1.00	0.00	1.00	EA		SKY CEGIMVTG300Z3YRNA	EA	1,949.00	1,949.00
			1.0		Skydio Care, VT300-Z Sensor Package 3YR	1.0		
					3-Year/36-Month Term, for VT300-Z; Includes: 3x Damage Replacement w/advance shipment and up to 1x Lost Sensor Package Replacement w/advance shipment. Continental US and Hawaii and Alaska only.			
					Item Note: In either event, Customer will be charged the full cost of the replacement sensor package if Skydio fails to receive payment of associated replacement fees (covered in T&C) within thirty (30) days of the shipment.			
1.00	0.00	1.00	YR		SKY SWSTRDR4	YR	2,400.00	2,400.00
			12.0		Skydio MV Live Streaming, X10	12.0		



QUOTATION

Safeware, Inc.
4403 Forbes Blvd.
Lanham, MD 20706-4328
USA
301-683-1234
www.safewareinc.com

Order Number	
10197434	
Order Date	Page
12/31/2024 11:48:33	3 of 3

Quote Expires On: 01/30/2025

Contract No: Sourcewell #080922-SAF PS & EM

Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Unit Size	Item Description	UOM	Price	Price
						Unit Size		
					for X10, Includes: Multi-Viewer streaming capability allowing user to share real-time video from Skydio X10. Base license includes 600 hours per year, per vehicle, per viewer, pooled; Hours only consumed when stream is viewed by more than one viewer.			
1.00	0.00	1.00	YR		SKY SWFMDR4	YR	120.00	120.00
				12.0	Skydio Fleet Manager for X10	12.0		
					One (1) subscription to Skydio Fleet Manager for X10 includes access to Skydio Fleet Manager for tracking fleet usage. Includes live streaming of video to a single user and subscription to Skydio Model Viewer.			
1.00	0.00	1.00	EA		SOURCEWELL PS	EA	0.00	0.00
				1.0	Contract #080922-SAF	1.0		
					Public Safety and Emergency Management Equipment, Tool, and Supply Catalog Solutions Effective: October 14, 2022 - October 7, 2026 Freight: Standard CONUS paid, HAZMAT & expedited billed Must register at sourcewell-mn.gov/become-member			

Ask me about the leasing and financing options that Safeware offers!

Sales Representative : hboyer@safewareinc.com

Total Lines: 11

SUB-TOTAL: 28,863.00

TAX: 0.00

AMOUNT DUE: 28,863.00

Actual freight added per freight terms

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.C.5.

Meeting Date: January 27, 2025

From: Andi Purvis, (City Clerk)

Subject: Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement to the City of Leesburg from DS & JG Properties, LLC for the purpose of granting the City an Easement over the property described therein; and providing an effective date.

Staff Recommendation:

Staff recommends accepting and approving the Resolution for a Utility Easement from DS & JG Properties, LLC, on the property described therein.

Analysis:

DS & JG Properties, LLC is granting a Utility Easement to the City of Leesburg, Florida for the construction, installation, alteration, operation, repair, maintenance, and replacement of utility improvements and related facilities.

Procurement Analysis:

N/A

Options:

1. Approve Resolution as presented; or
2. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

None

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEESBURG,
FLORIDA, ACCEPTING A UTILITY EASEMENT TO THE CITY OF
LEESBURG FROM DS & JG PROPERTIES, LLC FOR THE PURPOSE OF
GRANTING THE CITY AN EASEMENT OVER THE PROPERTY DESCRIBED
THEREIN; AND PROVIDING AN EFFECTIVE DATE.**

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA:

THAT the Utility Easement granted to the City of Leesburg by DS & JG Properties, LLC, for the purpose of granting the City a Utility Easement over, under, upon, across, through and within the real property described in the document, is hereby accepted.

THIS RESOLUTION shall take effect upon its passage and adoption according to law.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

Mayor

ATTEST:

City Clerk

Prepared by/return to:
Jennifer M. Cotch, Esq.
Stone & Gerken, P.A.
4850 N. Highway 19A
Mount Dora, Florida 32757

UTILITY EASEMENT

THIS PERMANENT UTILITY EASEMENT ("Easement") on this TH26 day of December 2024, is hereby granted by **DS & JG Properties LLC**, a Florida limited liability company, whose mailing address is 16932 Apopka Ave., Montverde, Florida 34756 ("**GRANTOR**,"") to **THE CITY OF LEESBURG, FLORIDA**, whose mailing address is P.O. Box 490630, Leesburg, Florida 34749-0630, and its successors and assigns ("**GRANTEE**");

WITNESSETH:

THAT **GRANTOR**, for and in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant unto **GRANTEE**, its successors and assigns forever, a perpetual non-exclusive easement for the construction, installation, alteration, operation, repair, maintenance, and replacement of utility improvements, including but not limited to water, wastewater, reclaimed water lines, natural gas and electricity and related facilities (the "**Facilities**"), under, upon, across, through and within the following described lands in Lake County, Florida, and referred to hereinafter as the "**Easement Area**" to wit:

SEE THE SKETCH OF DESCRIPTION ATTACHED HERETO AS EXHIBIT "A"

The easement rights specifically include: (a) the right of perpetual ingress and egress to patrol, inspect, alter, improve, construct, repair, maintain, rebuild, relocate, remove and provide access and service to the Facilities; (b) the right to decrease or increase, or to change the quantity and type of, the Facilities; (c) the right to clear the Easement Area of trees, limbs, undergrowth, and other physical objects (regardless of the location of such trees, limbs, undergrowth and other objects) which, in the opinion of Grantee, endanger or interfere with the safe and efficient installation, operation, or maintenance of the Facilities; and (e) all other rights and privileges reasonably necessary or convenient for the safe and efficient installation, operation, and maintenance of the facilities and for the enjoyment and use of such Easement for the purposes described above. Such easement rights shall include any temporary construction easement over and across such property as is necessary to the proper use and enjoyment of any right granted herein.

GRANTOR shall not erect, construct, or create any buildings, structures, or obstacles within the Easement Area that interfere with **GRANTEE'S** rights as described herein or install any landscaping with root systems that may damage the Facilities; however, **GRANTOR** may use the surface of the Easement Area in any manner that does not interfere with the rights granted to **GRANTEE** herein, which shall specifically include usage as and for roadways, parking areas, sidewalks, curbs, and sodding. **GRANTEE** will repair and/or replace any roadways, parking areas, sidewalks, curbs, and sodding in the Easement Area that is damaged in connection with any maintenance or repairs made by **GRANTEE** to the Facilities. **GRANTOR** reserves the right to grant rights to others affecting said Easement Area provided that such rights do not create an unsafe condition or conflict with the rights granted to **GRANTEE** herein. Failure to exercise the rights herein granted to **GRANTEE** shall not constitute a waiver or abandonment.

GRANTOR warrants and covenants that **GRANTOR** is lawfully seized and in possession of the real property underlying the Easement Area, as specifically described and depicted in Exhibit "A" attached hereto, and has the right to convey this Easement, and that **GRANTEE**, its successors,

successors-in-title and assignees shall have quiet and peaceful possession, use, and enjoyment of this Easement. The rights, privileges, and burden of the Easement granted herein shall be a covenant running with the land and the rights and duties shall descend to the parties' successors and assigns. **GRANTEE** shall include **GRANTEE'S** agents, contractors, subcontractors, licensees, franchisees, employees, and other parties associated with Grantee in furtherance of the purposes herein set forth.

IN WITNESS WHEREOF, this Easement has been executed by **GRANTOR** on the day and year first above written.

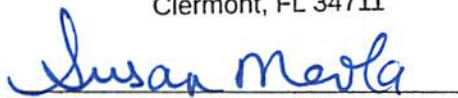
WITNESSES:



Signature **Megan Clements**

Printed Name

Address 1515 E Hwy 50,
Clermont, FL 34711



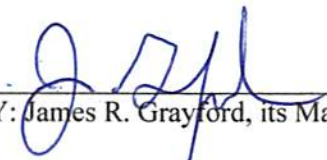
Signature **Susan Meola**

Printed Name

Address 1515 E Hwy 50,
Clermont, FL 34711

GRANTOR:

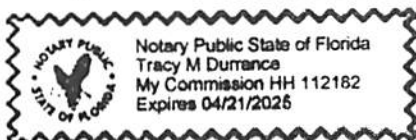
DS & JG Properties LLC, a Florida limited liability company



BY: James R. Grayford, its Manager

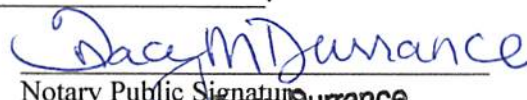
STATE OF FLORIDA
COUNTY OF Lake

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 26th day of December, 2024, by James R. Grayford as Manager of DS & JG Properties LLC, a Florida limited liability company, who is ☒ personally known to me or ☐ who produced the following identification: _____



My Commission Number:
My Expiration Date:

April 21, 2025



Notary Public Signature **Tracy Durrance**

Notary Public Name

(seal)

Sketch of Description

EXHIBIT "A"

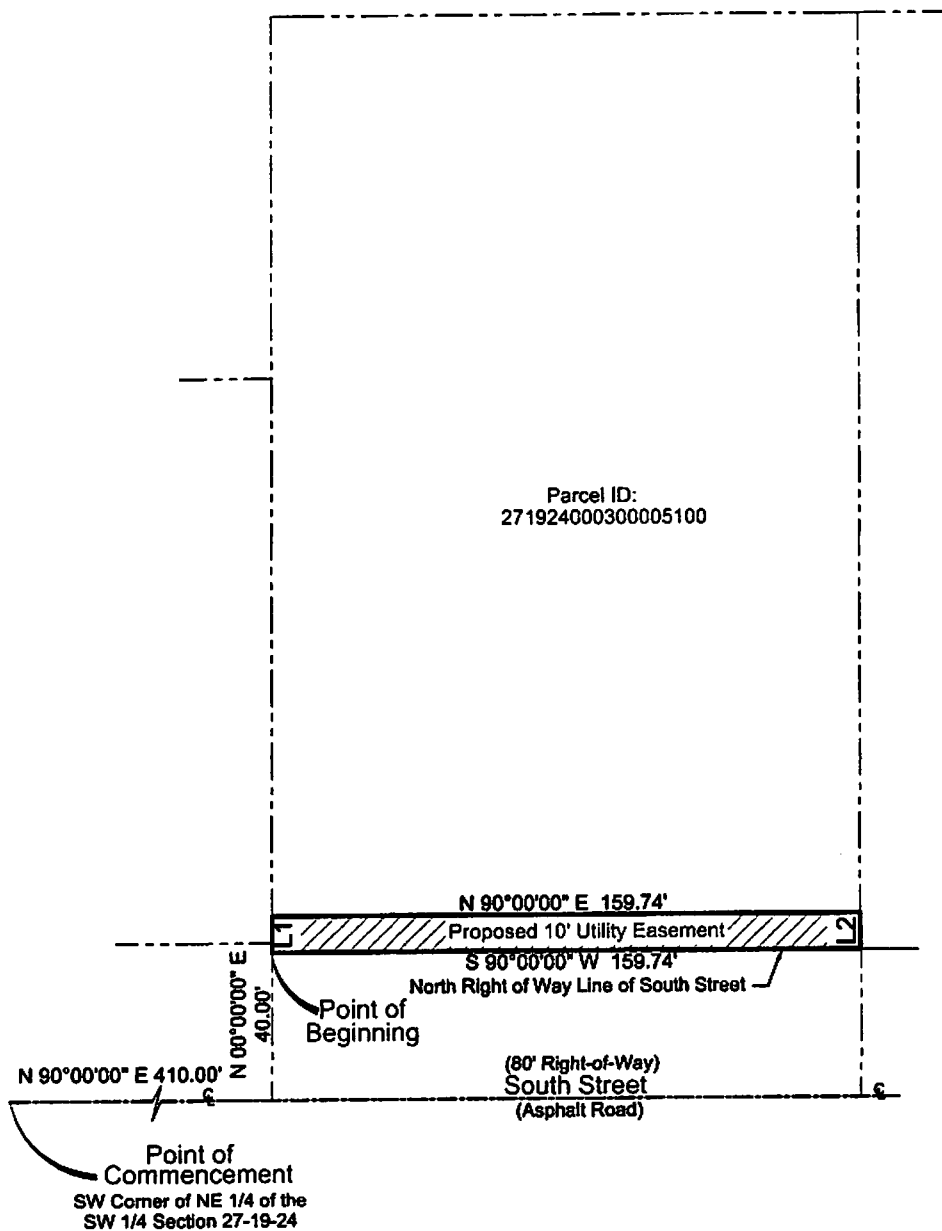


NOT to Scale

This is NOT a Survey.

This is ONLY a Description.

This Sketch and Description consist of two sheets and is not full and or complete without both sheets.



L1

N 00°00'00" E 10.00'

L2

S 00°00'00" W 10.00'

*Ireland & Associates
Surveying, Inc.*

800 Currency Circle Suite 1020

Lake Mary, Florida 32746

www.irelandsurveying.com

Office-407.678.3366 Fax-407.320.8165

Sketch of Description

Legal Description:

COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 27, TOWNSHIP 19 SOUTH, RANGE 24 EAST, THENCE ALONG THE SOUTH LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 27 NORTH 90°00'00" EAST, 410.00 FEET; THENCE DEPARTING SAID SOUTH LINE OF AFOREMENTIONED SECTION 27, NORTH 00°00'00" EAST, 40.00 FEET TO THE NORTH RIGHT OF WAY LINE OF SOUTH STREET AND TO THE POINT OF BEGINNING.

THENCE DEPARTING SAID NORTH RIGHT OF WAY LINE, NORTH 00°00'00" EAST, 10.00 FEET; THENCE NORTH 90°00'00" EAST, 159.74 FEET PARALLEL WITH SAID SOUTH LINE OF AFOREMENTIONED SECTION 27; THENCE SOUTH 00°00'00" WEST, 10.00 FEET TO THE AFOREMENTIONED NORTH RIGHT OF WAY LINE; THENCE ALONG SAID NORTH RIGHT OF WAY LINE, SOUTH 90°00'00" WEST, 159.74 FEET, TO THE POINT OF BEGINNING.

CONTAINING 1597.42 SQUARE FEET±; 0.037 ACRES±

This is **NOT** a Survey.

This is **ONLY** a Description.

This Sketch and Description consist of two sheets and is not full and or complete without both sheets.

Sketch Date: 12/06/2024
Drawn By: JTP
Approved By: PKI
Field: N/A

Sketch and Description Certified To:

JIM GRAYFORD SHARP LINE DESIGN, LLC

*Ireland & Associates
Surveying, Inc.*

800 Currency Circle Suite 1020
Lake Mary, Florida 32746
www.irelandsurveying.com

Office-407.678.3366 Fax-407.320.8165

Notes-

- >Sketch is Based upon the Legal Description Supplied by Client.
- >Abutting Properties Deeds have **NOT** been Researched for Gaps, Overlaps and/or Hiatus.
- >Subject to any Easements and/or Restrictions of Record.
- >Bearing Basis shown hereon, is Assumed and Based upon the Line Denoted with a "BB".
- >Building Ties are **NOT** to be used to reconstruct Property Lines.
- >Fence Ownership is **NOT** determined.
- >Roof Overhangs, Underground Utilities and/or Footers have **NOT** been located **UNLESS** otherwise noted.
- >Septic Tanks and/or Drainfield locations are approximate and **MUST** be verified by appropriate Utility Location Companies.
- >Use of This Sketch for Purposes other than Intended, Without Written Verification of the User's Sole Risk and Without Liability to the Surveyor. Nothing Hereon shall be construed to Give ANY Rights or Benefits to Anyone Other than those Certified.

Legend-

C	- Calculated	PC	- Point of Curvature
CL	- Centerline	Pp	- Page
CB	- Concrete Block	PI	- Point of Intersection
CM	- Concrete Monument	P.O.B.	- Point of Beginning
Conc.	- Concrete	P.O.L.	- Point on Line
D	- Description	PP	- Power Pole
DE	- Drainage Easement	PRM	- Permanent Reference Monument
Esmt.	- Easement	PT	- Point of Tangency
F.E.M.A.	- Federal Emergency Management Agency	R	- Radius
FFE	- Finished Floor Elevation	Rad.	- Radial
Fnd.	- Found	R&C	- Rebar & Cap
IP	- Iron Pipe	Rec.	- Recovered
L	- Length (Arc)	Rtd.	- Rooted
M	- Measured	Set	- Set 1/2" Rebar & Cap "LB 7623"
N&D	- Nail & Disk	Typ.	- Typical
N.R.	- Non-Radial	UE	- Utility Easement
ORB	- Official Records Book	WM	- Water Meter
P	- Plat	Δ	- Delta (Central Angle)
P.B.	- Plat Book	-X-	- Chain Link Fence
-C-	- Wood Fence		

I hereby Certify that this Sketch and Description of the above Described Property is True and Correct to the Best of my Knowledge and Belief as recently Surveyed under my Direction on the Date Shown. Based on Information furnished to me as Noted and Conforms to the Standards of Practice for Land Surveying in the State of Florida in accordance with Chapter SJ-17.052 Florida Administrative Codes, Pursuant to Section 472.027 Florida Statutes.

Patrick K. Ireland
Patrick K. Ireland, P.S.M. 6637 LB 7623
Date Signed: 12/06/2024

This Sketch is intended **ONLY** for the use of Said Certified Parties. This Sketch **NOT** VALID **UNLESS** Signed and Embossed with Surveyor's Seal. File No. IS-91006

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.C.6.

Meeting Date: January 27, 2025

From: Andi Purvis, (City Clerk)

Subject: Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement affecting the property described therein from Mid-Florida Partners, LLC, joined by Gulf Atlantic Bank; and providing an effective date.

Staff Recommendation:

Staff recommends accepting and approving the Resolution accepting a Utility Easement from Mid-Florida Partners, LLC, and Joinder and Consent to Utility Easement from Gulf Atlantic Bank.

Analysis:

Mid-Florida Partners, LLC is granting a Utility Easement to the City of Leesburg, Florida on the property described in the document. The property owner's lender has signed a joinder and consent to the utility easement.

Procurement Analysis:

N/A

Options:

1. Approve Resolution as presented; or
2. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

None

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEESBURG,
FLORIDA, ACCEPTING A UTILITY EASEMENT AFFECTING THE
PROPERTY DESCRIBED THEREIN FROM MID-FLORIDA PARTNERS, LLC,
JOINED BY GULF ATLANTIC BANK; AND PROVIDING AN EFFECTIVE
DATE.**

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA:

THAT the Utility Easement granted to the City of Leesburg by Mid-Florida Partners, LLC, joined by Gulf Atlantic Bank, is hereby accepted.

THAT this resolution shall take effect upon passage and adoption according to law.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

Mayor

ATTEST:

City Clerk

Prepared by/return to:
Jennifer M. Cotch, Esq.
Stone & Gerken, P.A.
4850 N. Highway 19A
Mount Dora, Florida 32757

UTILITY EASEMENT

THIS PERMANENT UTILITY EASEMENT ("Easement") is hereby granted by MID-FLORIDA PARTNERS LLC, a Florida limited liability company, whose mailing address is 1900 SE 18th Avenue, Ocala, Florida 34471 ("GRANTOR," to THE CITY OF LEESBURG, FLORIDA, whose mailing address is P.O. Box 490630, Leesburg, Florida 34749-0630, and its successors and assigns ("GRANTEE");

WITNESSETH:

THAT GRANTOR, for and in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant unto GRANTEE, its successors and assigns forever, a perpetual non-exclusive easement for the construction, installation, alteration, operation, repair, maintenance, and replacement of utility improvements, including but not limited to water, wastewater, reclaimed water lines, natural gas and electricity and related facilities (the "Facilities"), under, upon, across, through and within the following described lands in Lake County, Florida, and referred to hereinafter as the "Easement Area" to wit:

SEE THE SKETCH OF DESCRIPTION ATTACHED HERETO AS EXHIBIT "A"

The easement rights specifically include: (a) the right of perpetual ingress and egress to patrol, inspect, alter, improve, construct, repair, maintain, rebuild, relocate, remove and provide access and service to the Facilities; (b) the right to decrease or increase, or to change the quantity and type of, the Facilities; (c) the right to clear the Easement Area of trees, limbs, undergrowth, and other physical objects (regardless of the location of such trees, limbs, undergrowth and other objects) which, in the opinion of Grantee, endanger or interfere with the safe and efficient installation, operation, or maintenance of the Facilities; and (e) all other rights and privileges reasonably necessary or convenient for the safe and efficient installation, operation, and maintenance of the facilities and for the enjoyment and use of such Easement for the purposes described above. Such easement rights shall include any temporary construction easement over and across such property as is necessary to the proper use and enjoyment of any right granted herein.

GRANTOR shall not erect, construct, or create any buildings, structures, or obstacles within the Easement Area that interfere with GRANTEE'S rights as described herein or install any landscaping with root systems that may damage the Facilities; however, GRANTOR may use the surface of the Easement Area in any manner that does not interfere with the rights granted to GRANTEE herein, which shall specifically include usage as and for roadways, parking areas, sidewalks, curbs, and sodding. GRANTEE will repair and/or replace any roadways, parking areas, sidewalks, curbs, and sodding in the Easement Area that is damaged in connection with any maintenance or repairs made by GRANTEE to the Facilities. GRANTOR reserves the right to grant rights to others affecting said Easement Area provided that such rights do not create an unsafe condition or conflict with the rights granted to GRANTEE herein. Failure to exercise the rights herein granted to GRANTEE shall not constitute a waiver or abandonment.

GRANTOR warrants and covenants that GRANTOR is lawfully seized and in possession of the real property underlying the Easement Area, as specifically described and depicted in Exhibit "A" attached

hereto, and has the right to convey this Easement, and that **GRANTEE**, its successors, successors-in-title and assignees shall have quiet and peaceful possession, use, and enjoyment of this Easement. The rights, privileges, and burden of the Easement granted herein shall be a covenant running with the land and the rights and duties shall descend to the parties' successors and assigns. **GRANTEE** shall include **GRANTEE'S** agents, contractors, subcontractors, licensees, franchisees, employees, and other parties associated with Grantee in furtherance of the purposes herein set forth.

IN WITNESS WHEREOF, this Easement has been executed by **GRANTOR** on the day and year first above written.

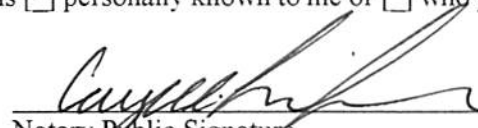
WITNESSES:


Signature
Jennifer Ford
Printed Name
770 NW 45th Lane, Ocala, 34475
Address


Signature
Keith Potter
Printed Name
6803 SE 85th Lane, Ocala, FL 34472
Address

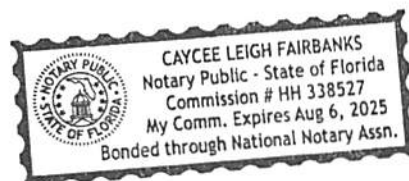
STATE OF FLORIDA
COUNTY OF Marion

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 28 day of October, 2024, by Bryan Caracciolo as Manager of Mid-Florida Partners, LLC, a Florida limited liability company, who is ☒ personally known to me or ☐ who produced the following identification:


Notary Public Signature
Caycee L. Fairbanks
Notary Public Name

My Commission Number: HH338527
My Expiration Date: Aug. 6, 2025

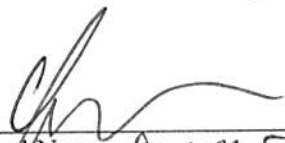
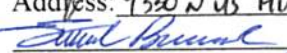
(seal)



JOINDER AND CONSENT TO UTILITY EASEMENT

GULF ATLANTIC BANK, whose address is 2222 N. Roosevelt Boulevard, Key West FL 33040, hereby certifies that it is the owner and holder of certain mortgages, liens, or other encumbrances upon the property shown and described on Exhibit "A" attached hereto, located in Leesburg, Lake County, Florida, and hereby joins and consents to the Utility Easement between MID-FLORIDA PARTNERS, LLC, a Florida limited liability company, and the CITY OF LEESBURG; and agrees that its interest in the property by virtue of the Mortgage and Security Agreement dated May 14, 2024, and recorded on May 22, 2024, in Official Records Book 6337, Page 56, and Collateral Assignment of Leases and Rents and Security Agreement dated May 14, 2024, and recorded on May 22, 2024 in Official Records Book 6337, Page 65, Public Records of Lake County, Florida Public Records of Lake County, Florida, shall be subordinated to said Utility Easement.

Signed and sealed in the presence of:


Printed Name: Camille Fairbanks
Address: 4330 N US HWY 441, unit 1, 61019, FL 34475

Printed Name: Field Bromund
Address: 1626 SE 36th Ave Ocala FL

STATE OF Florida
COUNTY OF Marion

GULF ATLANTIC BANK

By: 
Print Name: Adam Woods
Title: Chief Lending Officer

The foregoing instrument was acknowledged before me, by means of ☒ physical presence or ☐ online notarization, this 28th day of October, 2024, by Adam Woods, as CLO of GULF ATLANTIC BANK, who is ☒ personally known or produced as identification.

(Seal)



FIELD BROMUND
Notary Public
State of Florida
Comm# HH212916
Expires 1/3/2026


NOTARY PUBLIC

EXHIBIT "A"

SKETCH OF DESCRIPTION (THIS IS NOT A SURVEY)

DESCRIPTION:

A 10.00 FOOT STRIP OF LAND BEING A PORTION OF LOTS 1, 2, 3, AND 4, BLOCK 2, CLARK'S SUBDIVISION OF LOTS 22, 23, 24 SOUTH OF MAIN STREET, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 4, PAGE 35, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

SAID LANDS BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHWEST CORNER OF LOT 1, BLOCK 2, OF SAID PLAT OF CLARK'S SUBDIVISION OF LOTS 22, 23, 24 SOUTH OF MAIN STREET; SAID POINT BEING AT THE INTERSECTION OF THE EAST RIGHT-OF-WAY LINE OF THIRD STREET AND THE SOUTH RIGHT-OF-WAY LINE OF MAGNOLIA STREET; THENCE, ALONG SAID SOUTH RIGHT-OF-WAY LINE, N89°50'00"E, A DISTANCE OF 110.85 FEET TO A POINT AT THE INTERSECTION OF SAID SOUTH RIGHT-OF-WAY LINE OF MAGNOLIA STREET AND THE WEST RIGHT-OF-WAY LINE OF SECOND STREET; THENCE, DEPARTING SAID SOUTH RIGHT-OF-WAY LINE, ALONG SAID WEST RIGHT-OF-WAY LINE, S00°00'00"W, A DISTANCE OF 10.00 FEET; THENCE, DEPARTING SAID WEST RIGHT-OF-WAY LINE, S89°50'00"W, A DISTANCE OF 110.85 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF THIRD STREET; THENCE, ALONG SAID EAST RIGHT-OF-WAY LINE, N00°00'00"E, A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING.

SAID LANDS CONTAINING APPROXIMATELY 1,109 SQUARE FEET, MORE OR LESS.

SURVEYOR'S NOTES:

1. The lands as shown hereon lie within Section 26, Township 19 South, Range 24 East, Lake County, Florida.
2. Bearings shown hereon are assumed relative to south right-of-way line of Magnolia Street; Said bearing being, N89°50'00"E assumed.
3. This is not a survey.

SHEET 1 OF 2

HLSM, LLC

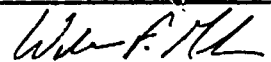
Henrich-Luke-Swaggerty-Menard
Professional Surveyors & Mappers
Licensed Business No. 7276

302 Live Oaks Boulevard
Casselberry, Florida 32707
P. (407) 647-7346

Survey@HLSM.US

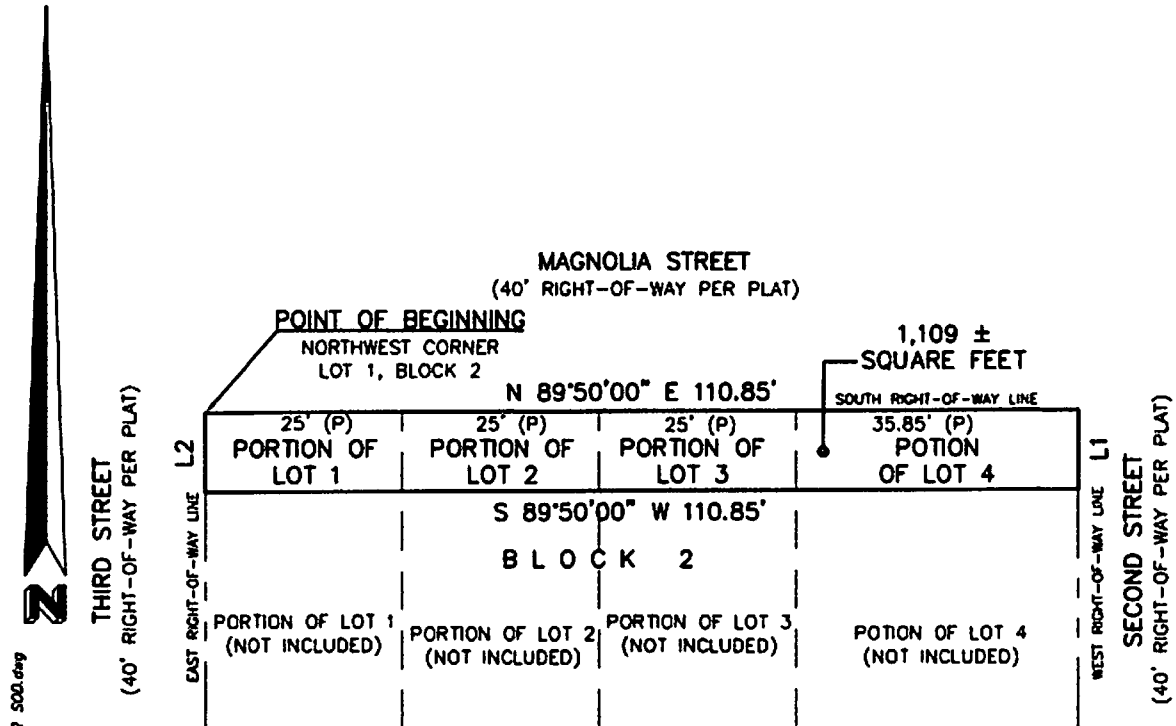
Job No: 0-310
Date: 8/13/24
Drawn By: JJR
Scale: 1"=20'

NOT VALID WITHOUT THE SIGNATURE AND THE
ORIGINAL RAISED SEAL OF A FLORIDA LICENSED
SURVEYOR AND MAPPER.



William F. Menard
Professional Surveyor & Mapper
Florida Registration #5625

SKETCH OF DESCRIPTION (THIS IS NOT A SURVEY)



LEGEND:
(P) PLAT

LINE TABLE		
LINE	BEARING	LENGTH
L1	S00°00'00"W	10.00'
L2	N00°00'00"E	10.00'

SHEET 2 OF 2

HLSM, LLC
Henrich-Luke-Swaggerty-Menard
Professional Surveyors & Mappers
Licensed Business No. 7276
302 Live Oaks Boulevard
Casselberry, Florida 32707
P. (407) 647-7346
Survey@HLSM.US

Job No: 0-310
Date: 8/13/24
Drawn By: JJR
Scale: 1"=20'

NOT VALID WITHOUT THE SIGNATURE AND THE
ORIGINAL RAISED SEAL OF A FLORIDA LICENSED
SURVEYOR AND MAPPER.

SEE SHEET 1 OF 2
FOR SIGNATURE & SEAL

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.C.7.

Meeting Date: January 27, 2025

From: Sandra Wilson, (Housing Director)

Subject: Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Memorandum of Understanding (MOU) between the City of Leesburg and the Lake Community Action Agency, Inc., for the Home Repair Grant Program; and providing an effective date.

Staff Recommendation:

Staff recommends approval of the Memorandum of Understanding with the Lake Community Action Agency, Inc., for the Home Repair Grant Program.

Analysis:

N/A

Procurement Analysis:

N/A

Options:

1. Approve as presented; or
2. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

Eligible home repair program grants up to \$25,000 will include a \$4,000 construction administration services fee. There is \$600,000, approximately 24 homes, available in the Carver Heights CRA for this program.

Account No.	017-6190-559-8213
Project No.	CRAHRP
Budget	\$600,000.00
Available	\$600,000.00

RESOLUTION NO. _____

RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF LEESBURG AND THE LAKE COMMUNITY ACTION AGENCY, INC., FOR THE HOME REPAIR GRANT PROGRAM; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA:

THAT the Mayor and City Clerk are hereby authorized to execute a Memorandum of Understanding with the Lake Community Action Agency, Inc., for the Home Repair Grant Program.

THAT this resolution shall become effective immediately.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

Mayor

ATTEST:

City Clerk

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CITY OF LEESBURG, FLORIDA AND LAKE COMMUNITY ACTION AGENCY, INC.

This MOU is made and entered into between the City of Leesburg, hereinafter referred to as City or Leesburg, and the Lake Community Action Agency, hereinafter referred to as LCAA, and is as follows:

The City and the LCAA recognize that significant numbers of low and moderate income households residing within the City limits are living in substandard inefficient housing and that a partnership between both agencies is paramount to address those needs. The program partnership is designed to help improve neighborhoods, correct code violations and to assist in rehabilitating a homeowner's dwelling located in the city limits of the City of Leesburg, FL. Since LCAA has similar objectives in their Weatherization Assistance Program (WAP), it is prudent to partner with them in order to be able to share resources, including leveraging each other's funding abilities, which leads to a more efficient operation.

The Home Improvement Grant Program is designed to bring eligible housing units into compliance with applicable, locally adopted housing standards and rehabilitation standards to reduce ongoing and future maintenance costs, promote energy efficiency, and to preserve decent affordable owner-occupied housing. Program funds are issued directly to LCAA to perform specified inspections and repairs to the dwellings of eligible property owners. Requests for grants will be handled as outlined in the City of Leesburg Home Improvement Grant Program.

The MOU with the City and the LCAA Energy Services Department for any single home addressed will not exceed \$25,000 from Leesburg. All repairs provided under this program will be completed by a licensed contractor.

A. Eligible Work

The eligible work that is included in the Home Improvement Grant Program, is as follows:

- Repair or replacement of exterior electrical systems & components, including installation of new service.
- Repair or replacement of structurally defective concrete and wood porches, porch overhangs, steps and rails.
- Repair or replacement to roofs that are aged, damaged or leaking, including gutters, downspouts and splash basins.
- Replacement of windows.
- Masonry and concrete flatwork including tuck-pointing, chimney repair, retaining walls, sidewalks, driveways, and foundation repair, etc.
- Repair of exterior walls in order that the structure may be kept watertight, free from chronic dampness, weather-tight, includes siding, aluminum trip wrap, and mold remediation, etc.
- Exterior painting of all surfaces where needed as pertaining to repairs and code violations.
- Exterior doors, storm doors, patio doors, garage doors and openers, etc.
- Repairs of existing fences and the installation of new fences and gates.
- Modifications, which improve the accessibility of the structure for homeowners or their children with disabilities, such as exterior handicap ramps.

- Landscaping and tree trimming
- Security Lighting
- Sanitary Sewer Service repair and/or connection
- Carbon Monoxide and Fire Detectors

B. Grant Amount

Up to \$25,000, including \$4,000 for construction administration services.

C. Weatherization Assistance Program (WAP) Wait List

Once an application is deemed to be income eligible for the WAP, it is placed on the priority list based on household characteristics.

An inspection of the house to determine the work needed does not occur until the application has moved to the top of the priority list. Applications are processed based on priority points, not first-come, first-served.

In order to ensure our residents get processed in a timely manner, the City will pay for the inspection. The inspection will categorize the work into WAP-eligible and non-WAP eligible items. The non-eligible items for WAP would be done with City funding and eligible WAP work would be done once an applicant reaches the top of the WAP priority list. Every effort will be made to coordinate non-eligible and eligible work simultaneously; however, it is not a guarantee. If it is determined that the application would not move to the top of the list due to low priority points, only the City grant would be available to the property.

D. Administration

It is determined that the City will enter into this MOU for LCAA to administer this program. This MOU provides for the City to engage with LCAA for program administration services beyond the normal WAP program. LCAA approved inspectors and contractors would be used. Program administration involves the following:

1. Application Processing – assessing income qualification
2. Inspection – evaluating the house to determine the scope of work
3. Construction Management – obtaining bids for work, scheduling and monitoring contractors, inspecting work

Income qualification is based on the Federal Poverty Income Guidelines that are in effect at the time of WAP application.

The cost for administering an application from intake to construction completion, including overhead costs, is \$4,000.

The Leesburg grant program will continue until all funds have been expended for the program. Leesburg and LCAA will select and qualify all homes to be completed. The selection of the city will be final.

Grant recipients will be required to participate in a “Home Maintenance and Repair” training program provided by LCAA.

The City and LCAA agree as follows:

1. LCAA will provide program services to the City at a “Fee for Service” of \$4,000 per home, including the pre-diagnostic testing/energy audit and construction management for the rehabilitation repairs, and installation of minor energy upgrades in existing housing units within the City for qualified applicants. LCAA will be responsible for a Certified Quality Control Inspector and Certified Energy Auditor to coordinate all work as a finished product through the use of a licensed contractor.
2. This MOU is at-will and may be modified by mutual consent of authorized officials from the City and LCAA. This MOU shall become effective upon signature by the authorized officials and will remain in effect until modified or terminated by any one of the partners.
3. The City and LCAA will select and qualify all homes to be completed. The selection of the City will be final.
4. City funding will not exceed \$25,000 per housing unit based on the City program guidelines.
5. LCAA will work with City eligible applicants to meet the criteria set forth in the City program guidelines.

IN WITNESS WHEREOF, the City and LCAA have executed this MOU this 27th day of January, 2025.

CITY OF LEESBURG, FLORIDA

Alan Reisman, Mayor

LAKE COMMUNITY ACTION AGENCY, INC.

James H. Lowe, Executive Director

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.A.1.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director), Kandi Harper, (Deputy Director Planning & Zoning)

Subject: An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 131.5 +/- acres from General Commercial, Transitional, Institutional, Recreation, and Low Density Residential to Downtown Mixed-Use, for properties generally located south of the Leesburg-Wildwood Trail and West Line Street; east of Perkins Street, Euclid Avenue and South 9th Street; north of West Dixie Avenue, East Dixie Avenue and that portion of Pine Street lying east of Childs Street and west of Rambo Street; properties lying west of Rambo Street; south of a portion of East Main Street that lies west of Rambo Street and east of North Canal Street; and properties lying west of that portion of North Canal Street north of East Main Street and south of the Leesburg-Wildwood Trail; as legally described in Sections 23, 25, and 26, Township 19 South, Range 24 East; lying in Lake County, Florida; and providing an effective date. (DT MXU LSCP)

Staff Recommendation:

The Planning & Zoning Staff and the Planning Commission recommend approval of the proposed large-scale comprehensive plan amendment of the City's Future Land Use Map on 131.5 +/- acres from General Commercial, Transitional, Institutional, Recreation, and Low Density Residential to Downtown Mixed-Use.

Analysis:

The project site is approximately 131.5 acres. The property is generally located west of Childs Street and Rambo Street, south of East Main Street, the Leesburg-Wildwood Trail, and West Line Street, east of Perkins Street, Euclid Street and South 9th Street and north of East and West Dixie Avenue. The purpose of the Downtown Mixed Use Future Land Use Amendment and Comprehensive Plan Text Amendment is to expand the Downtown Mixed-Use Future Land Use district to encourage further economic opportunity and citizen engagement in a cohesive, multi-use living experience adjacent to City of Leesburg's walkable downtown, close to linear parks, pocket parks, city parks, personal services shops, retail shops, educational facilities, and many and varied eating establishments. This proposal is designed to expand and enhance Leesburg's established core downtown.

The expansion of the Downtown Mixed Use Future Land Use Amendment and Comprehensive Plan Text Amendment is to allow for greater flexibility of housing types and number of housing units designed in a walkable core downtown to encourage further business opportunities, augment current businesses and increase further business opportunity.

The Planning Commission held a public hearing on the application on October 24, 2024, and recommended approval of the LSCP with further discussion at the November 21, 2024, regularly scheduled meeting, and recommended approval with no further comments on the CPTA. The application was heard at the Planning Commission public hearing on November 21, 2024, as a discussion item to further expand the Downtown Mixed Use Future Land Use designation east to the general area of Rambo Street.

Procurement Analysis:

N/A

Options:

1. Approve the requested large-scale comprehensive plan map amendment from General Commercial, Transitional, Institutional, Recreation, and Low Density Residential to Downtown Mixed-Use; or
2. Other such action as the Commission may deem appropriate.

Fiscal Impact:

There is no direct fiscal impact to the City for this action. Future development of the property will increase this anticipated impact from collection of impact fees, ad valorem taxes and utility charges.

Future development within the Downtown Mixed-Use Future Land Use expansion area will create a substantial positive fiscal impact on the City of Leesburg, in the form of impact and utility fees, and ad valorem taxes.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF THE CITY OF LEESBURG, CHANGING THE FUTURE LAND USE MAP DESIGNATION OF CERTAIN PROPERTY CONTAINING 131.5 +/- ACRES FROM GENERAL COMMERCIAL, TRANSITIONAL, INSTITUTIONAL, RECREATION, AND LOW DENSITY RESIDENTIAL TO DOWNTOWN MIXED-USE, FOR PROPERTIES GENERALLY LOCATED SOUTH OF THE LEESBURG-WILDWOOD TRAIL AND WEST LINE STREET; EAST OF PERKINS STREET, EUCLID AVENUE AND SOUTH 9TH STREET; NORTH OF WEST DIXIE AVENUE, EAST DIXIE AVENUE AND THAT PORTION OF PINE STREET LYING EAST OF CHILDS STREET AND WEST OF RAMBO STREET; PROPERTIES LYING WEST OF RAMBO STREET; SOUTH OF A PORTION OF EAST MAIN STREET THAT LIES WEST OF RAMBO STREET AND EAST OF NORTH CANAL STREET; AND PROPERTIES LYING WEST OF THAT PORTION OF NORTH CANAL STREET NORTH OF EAST MAIN STREET AND SOUTH OF THE LEESBURG-WILDWOOD TRAIL; AS LEGALLY DESCRIBED IN SECTIONS 23, 25, AND 26, TOWNSHIP 19 SOUTH, RANGE 24 EAST; LYING IN LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (DT MXU LSCP)

WHEREAS, the City Commission has received written objections, recommendations, and comments from the City of Leesburg Planning Commission, acting as the Local Planning Agenda, regarding amendment of the Comprehensive Plan of the City of Leesburg, and has made recommendations to the City Commission for amendment of the Plan; and

WHEREAS, the City Commission of the City of Leesburg has held public hearings on the proposed amendment to the plan, in light of written comments, proposals and objections from the general public;

NOW, THEREFORE,

BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that;

Section 1.

The Growth Management Plan of the City of Leesburg, adopted by the City of Leesburg on November 25, 2024, pursuant to the Community Planning Act of 2011, Chapter 163, Part II, Florida Statutes, after public hearings by the City of Leesburg Planning Commission, is hereby amended in the following manner: the Future Land Use Map is amended by changing the designation of approximately 131.5 +/- acres of land generally located west of Childs Street and Rambo Street, west of North Canal Street, south of East Main Street, the Leesburg-Wildwood Trail, and West Line Street, east of Perkins Street, Euclid Street and South 9th Street and north of East and West Dixie Avenue; as shown on the Locator map of the revised district area, lying in Sections 23, 25 and 26, Township 19 South, Range 24 East, Lake County Florida;

Section 2.

That this amendment is hereby transmitted to the Florida Department of Commerce as required by the

Community Planning Act of 2011, Chapter 163, Part II, Florida Statutes;

Section 3.

All ordinances or parts of ordinances in conflict the any of the provisions of this ordinance are hereby repealed;

Section 4.

This ordinance shall become effective upon its passage and adoption, according to law.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

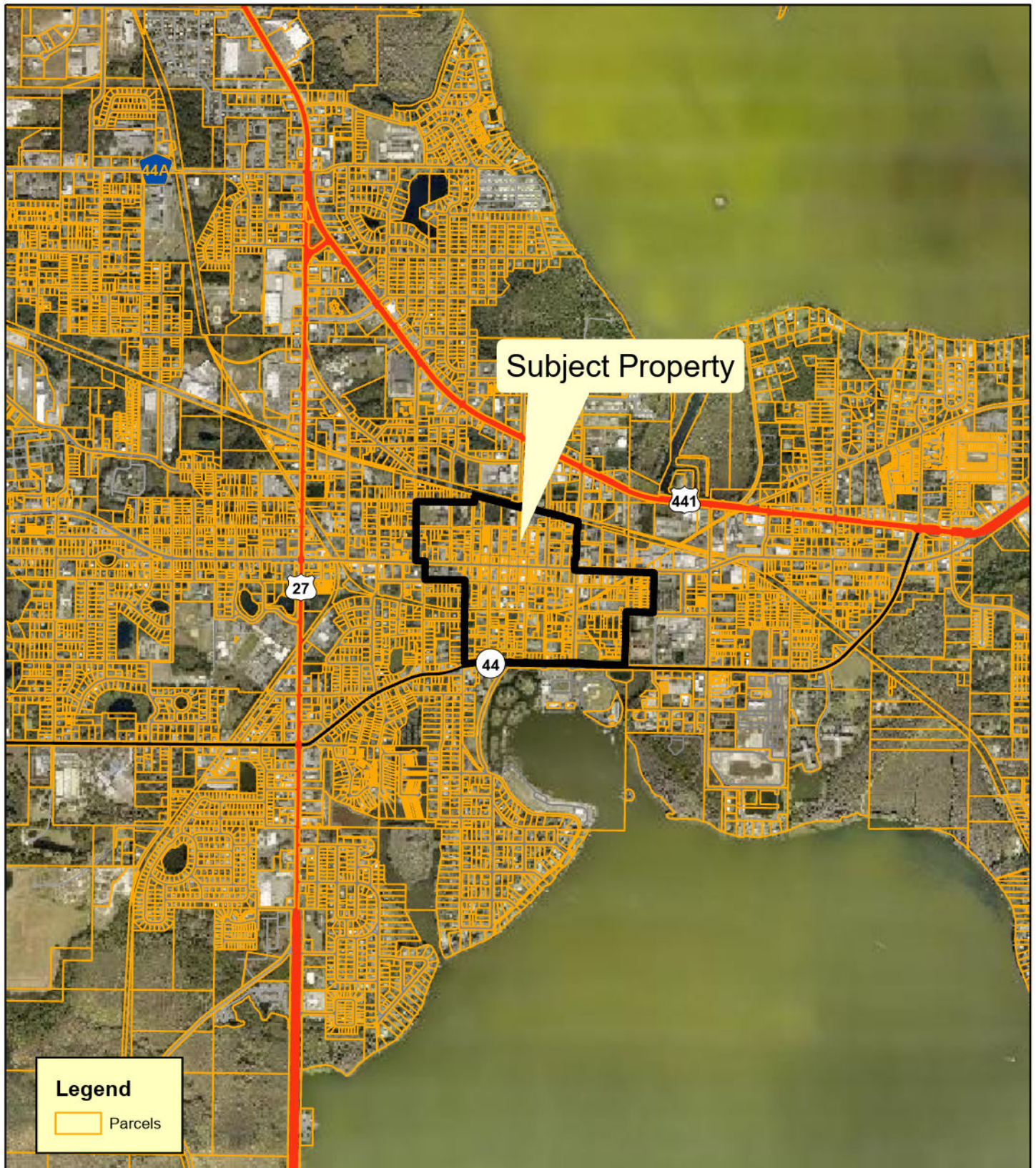
THE CITY OF LEESBURG, FLORIDA

Mayor

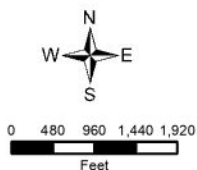
ATTEST:

City Clerk

Extended Locator

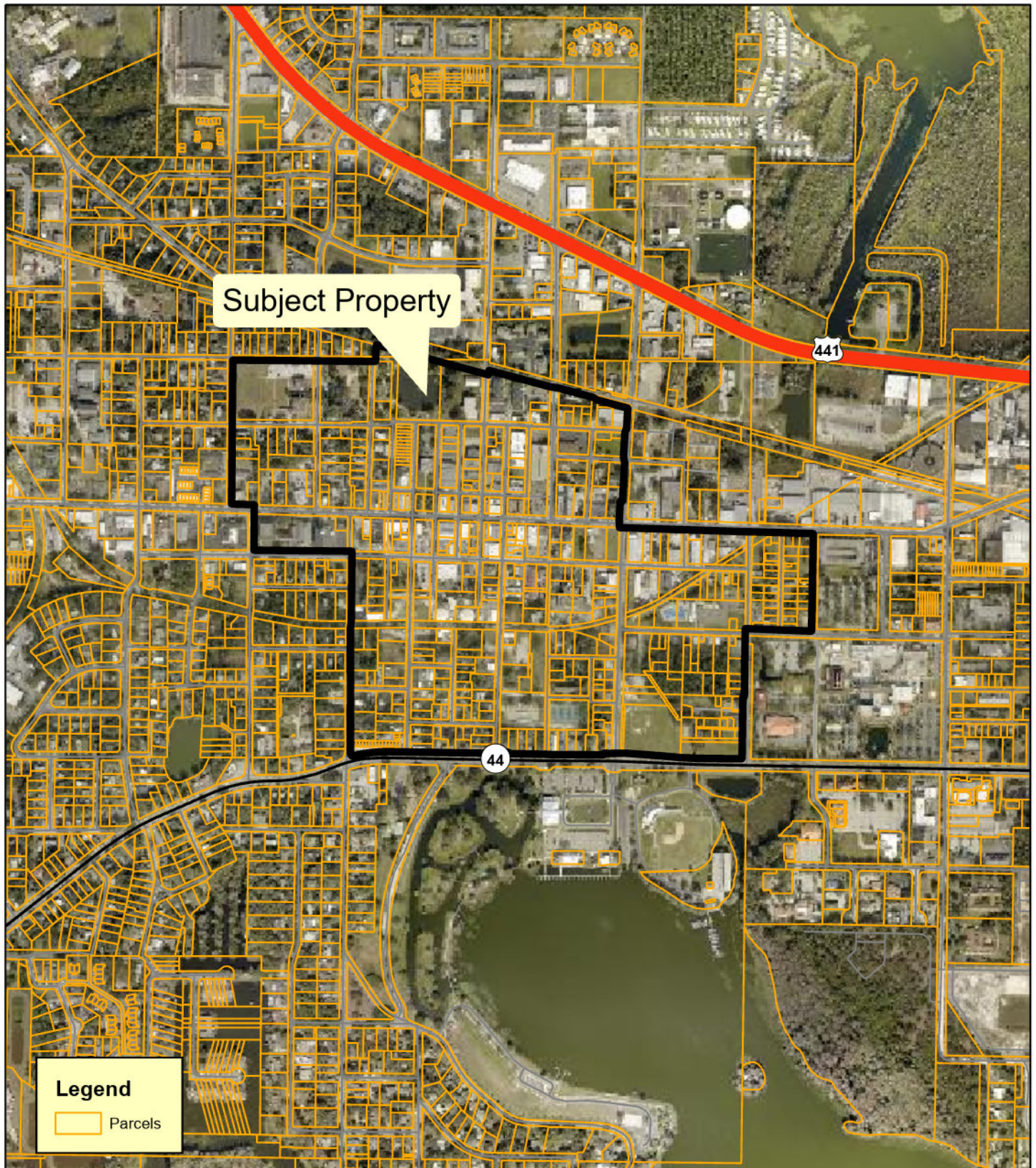


**Planning
& Zoning
Division**

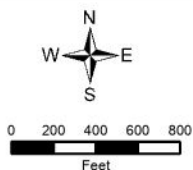


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Locator

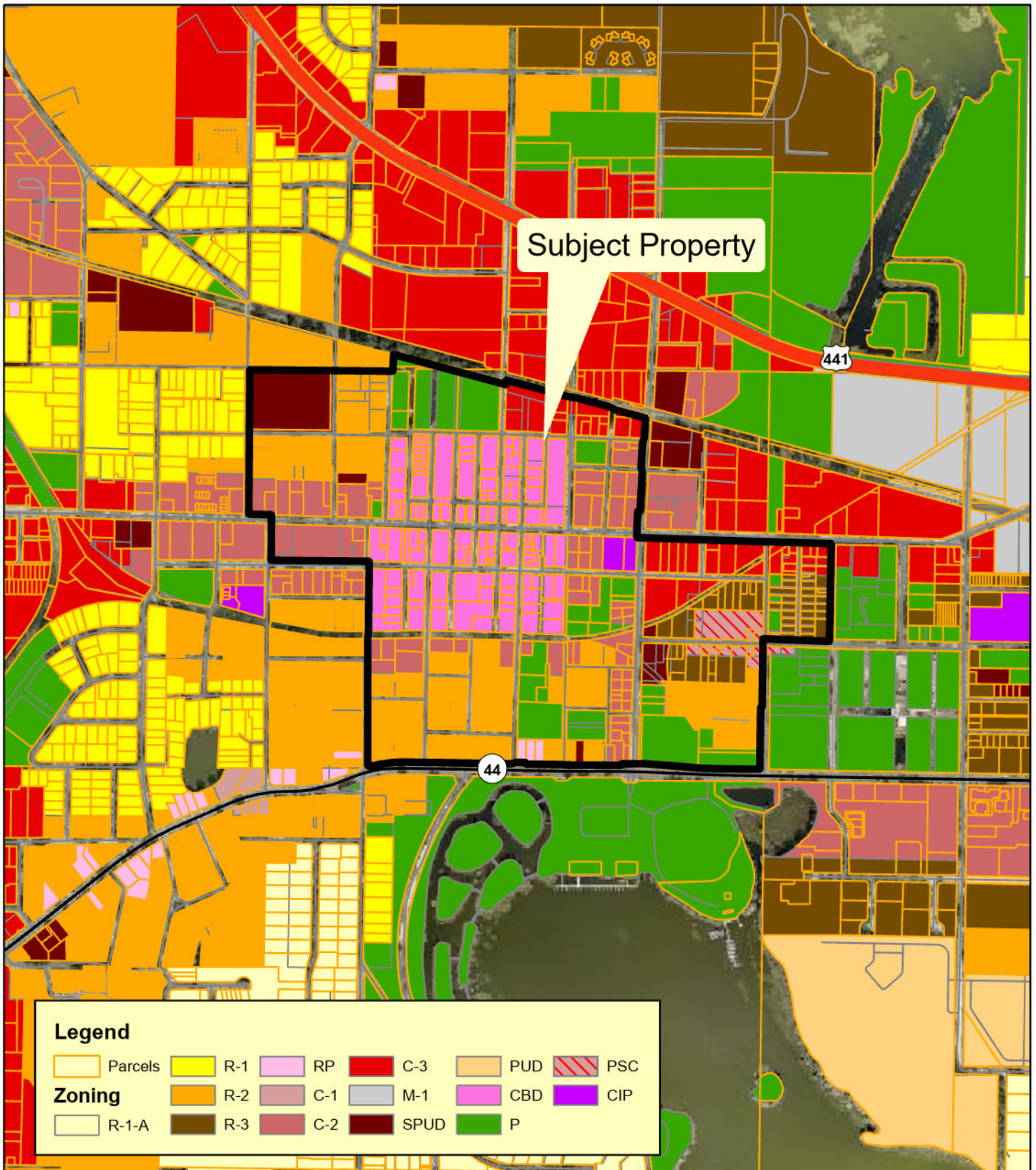


**Planning
& Zoning
Division**

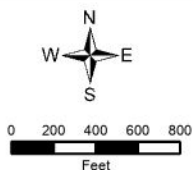


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Zoning

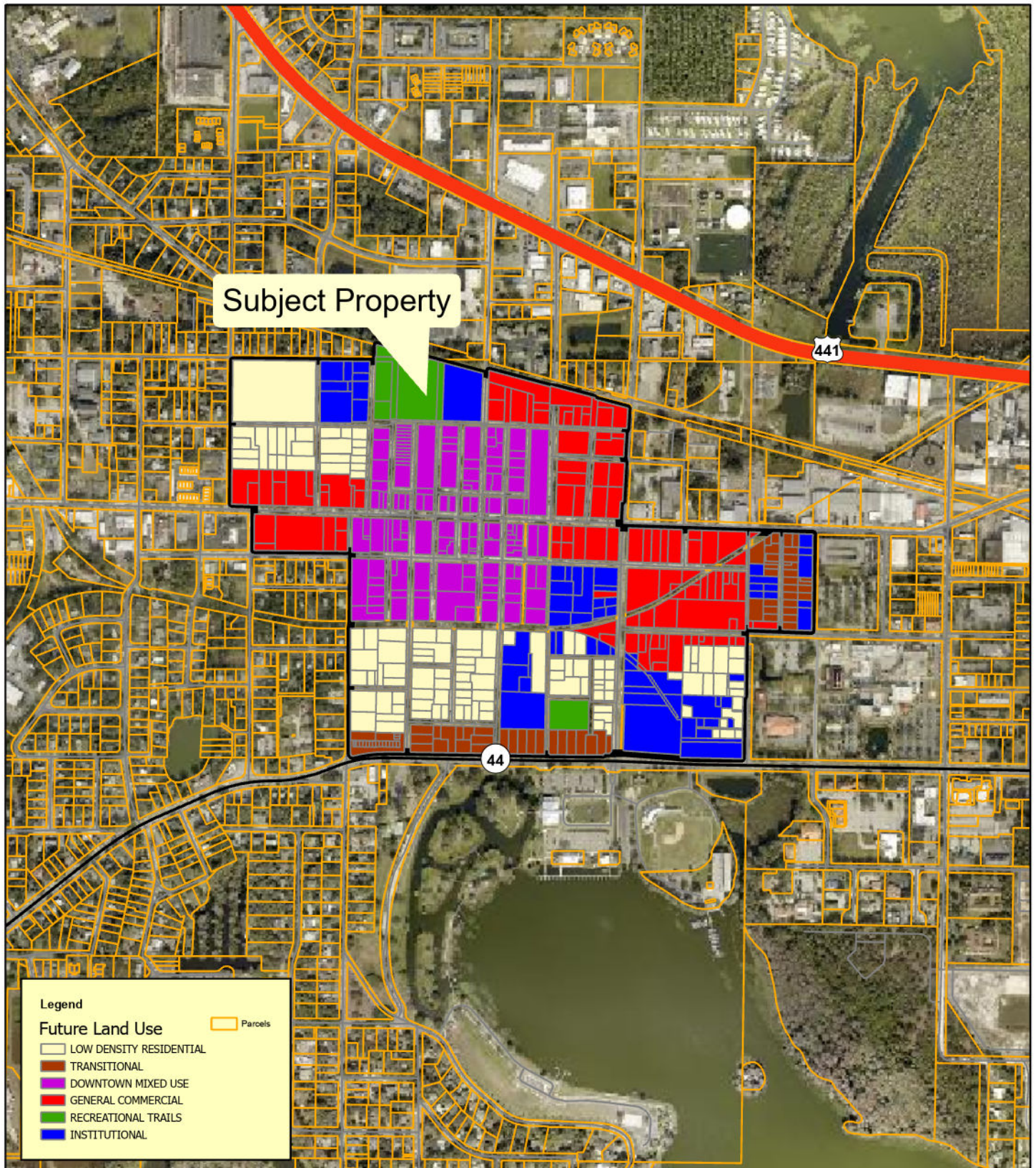


**Planning
& Zoning
Division**

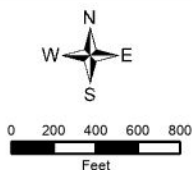


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Future Land Use

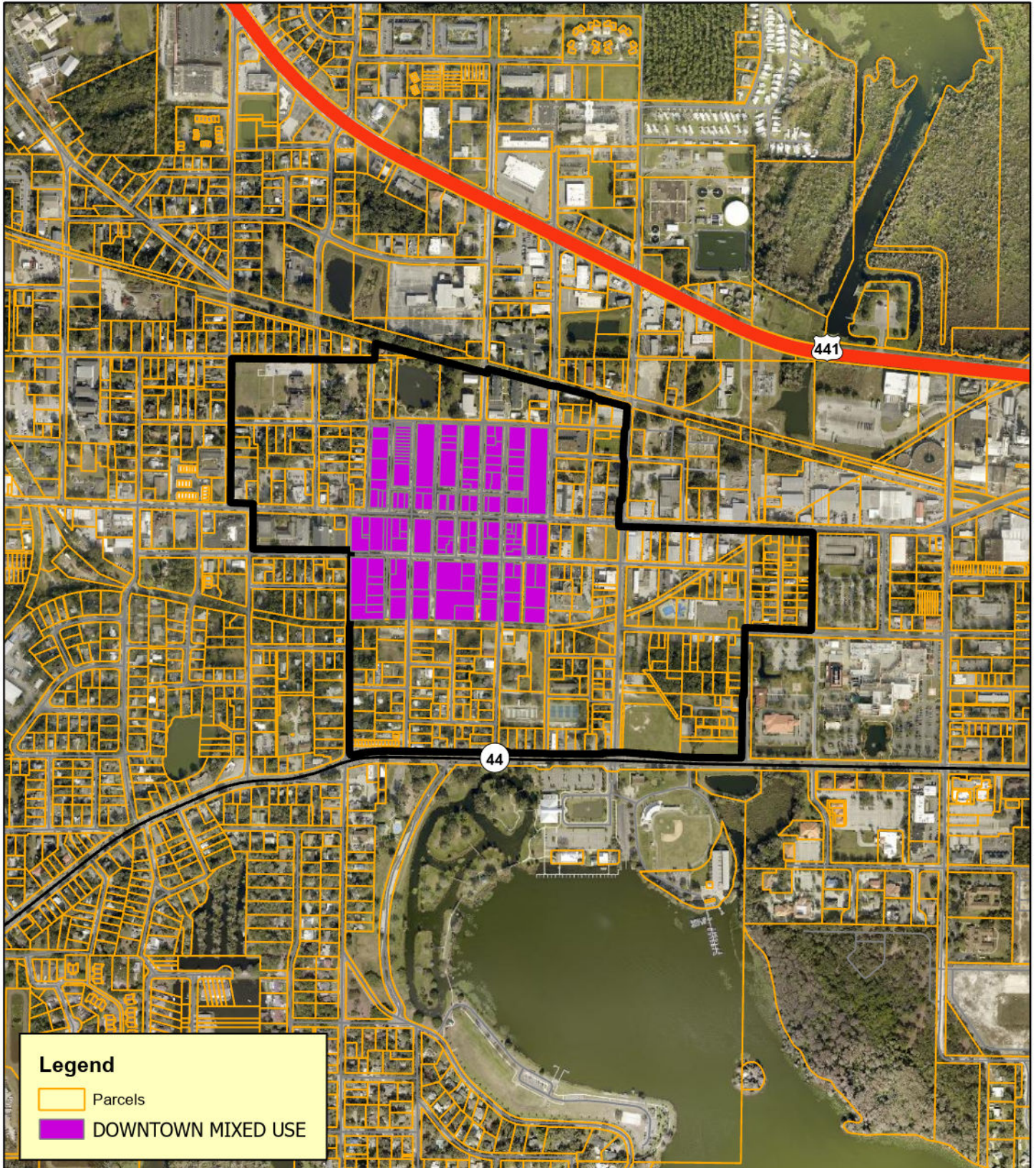


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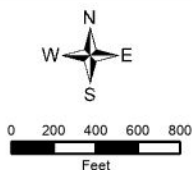


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Existing Downtown Mixed Use Future Land Use

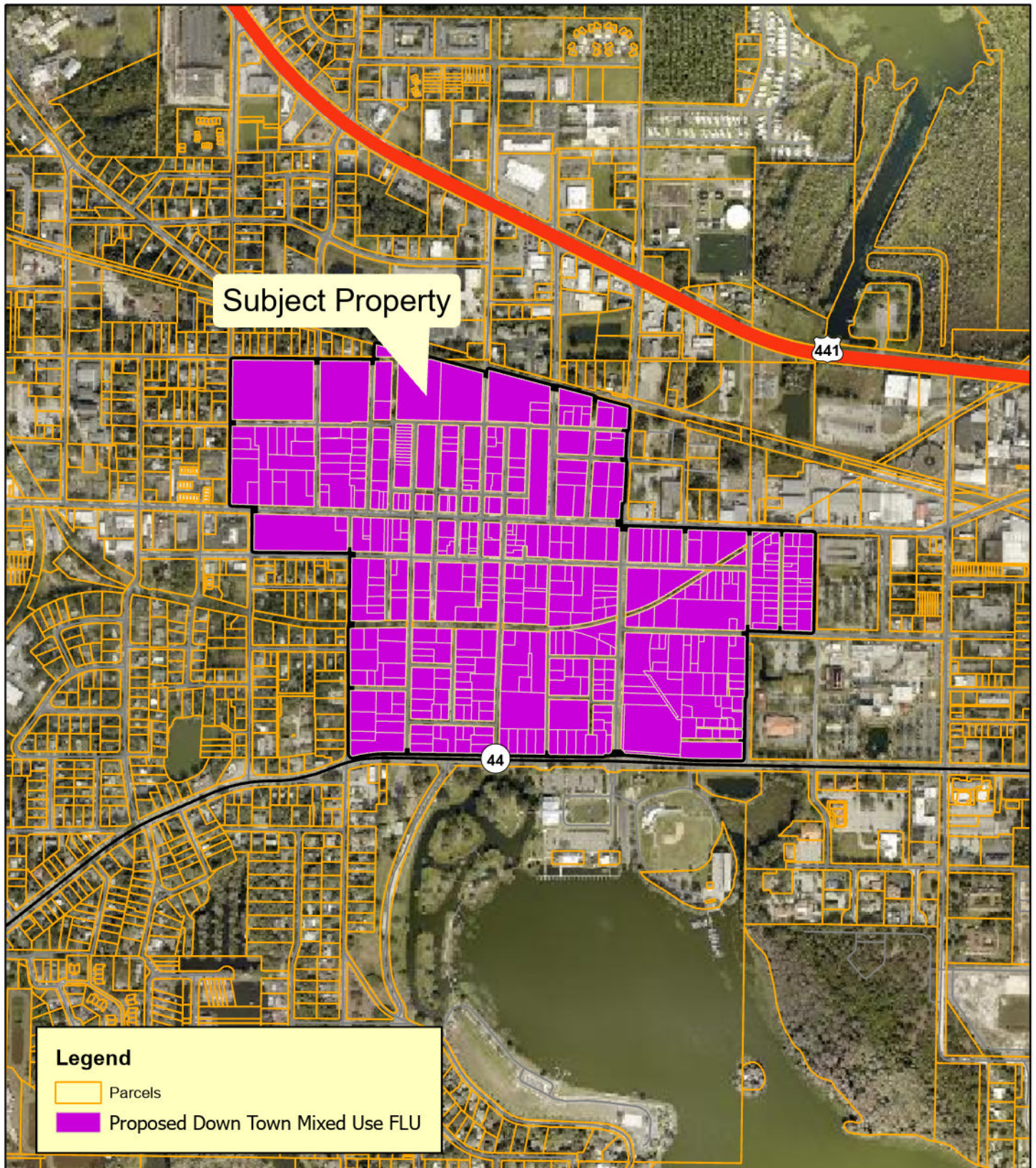


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Division**

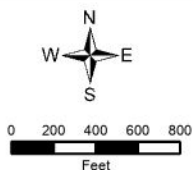


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Proposed Future Land Use

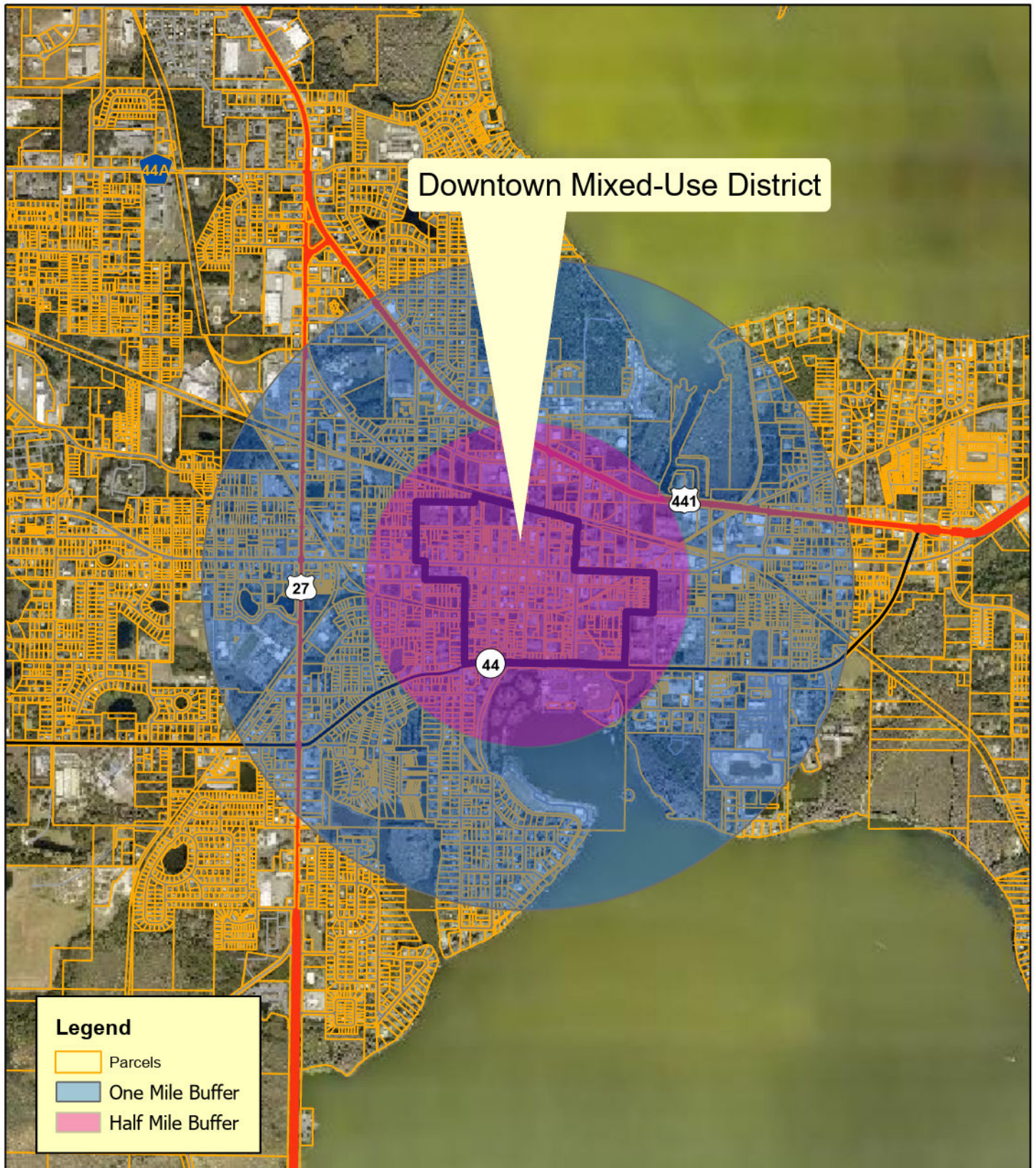


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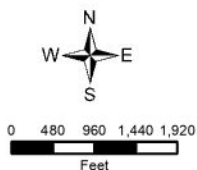


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Walking Distances

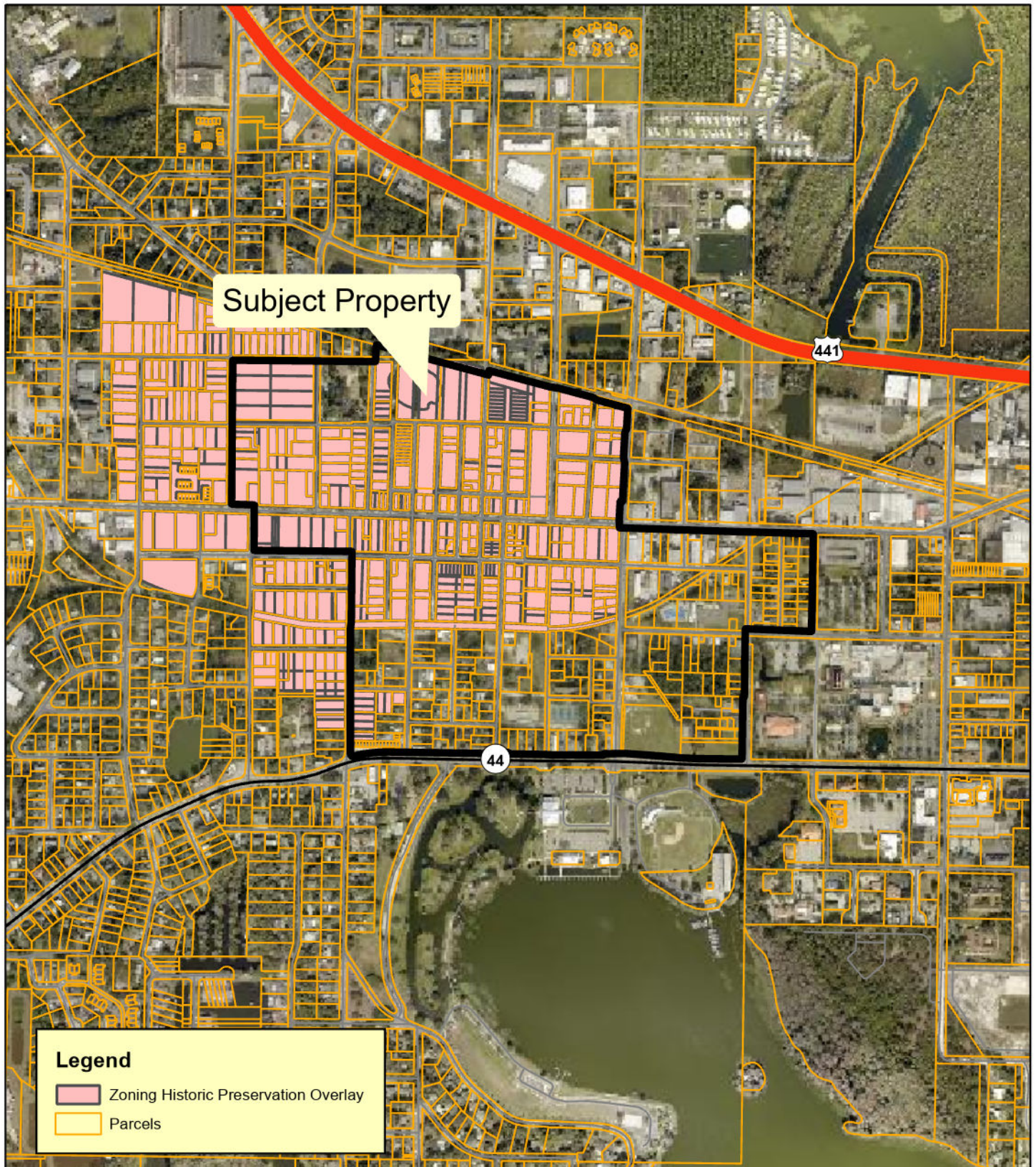


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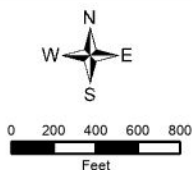


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Historic Preservation

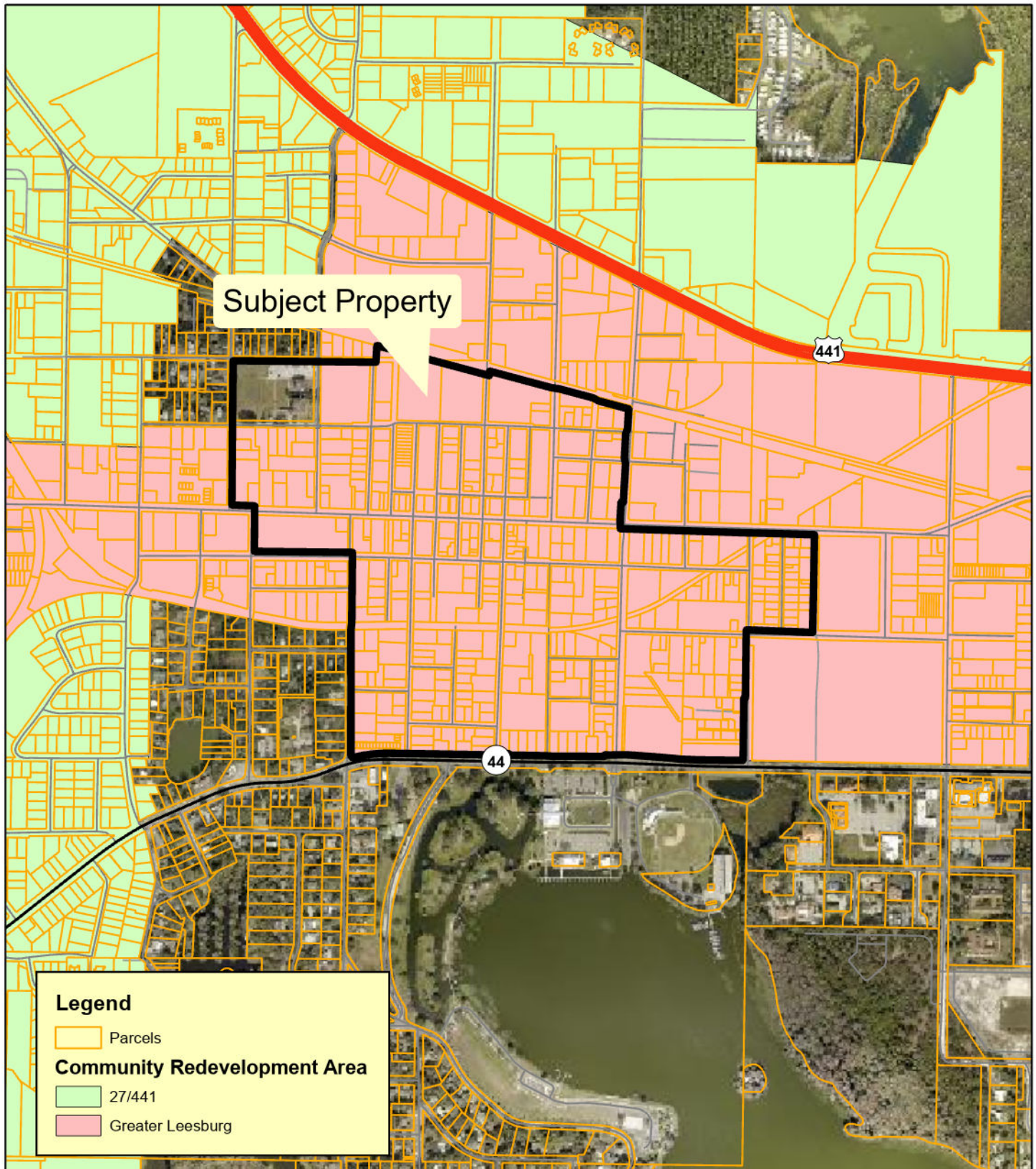


**Planning
& Zoning
Division**

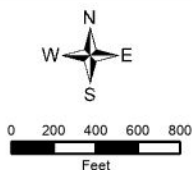


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Community Redevelopment Area

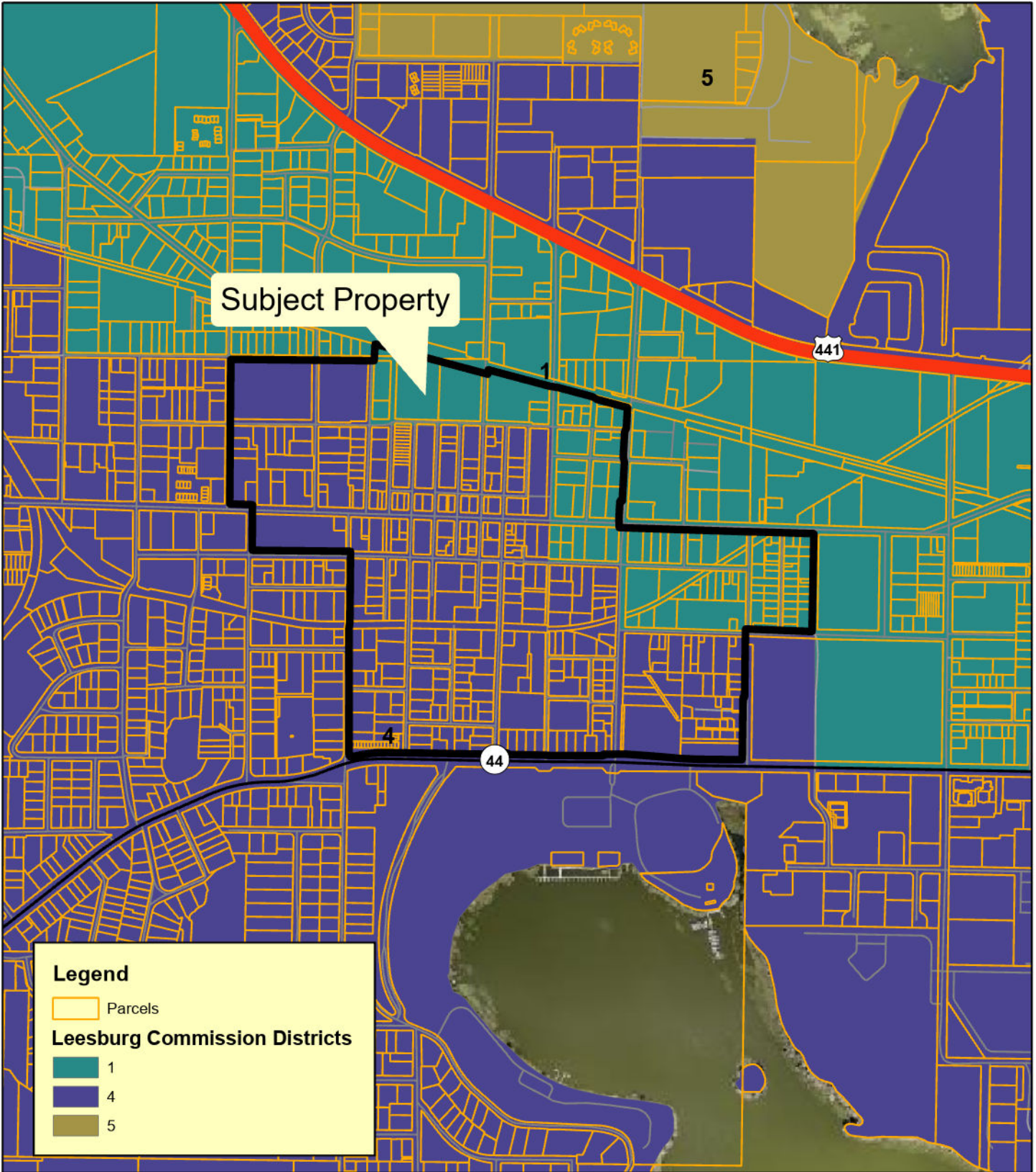


**Planning
& Zoning
Division**

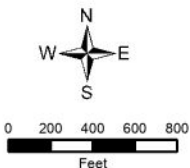


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Commission Districts

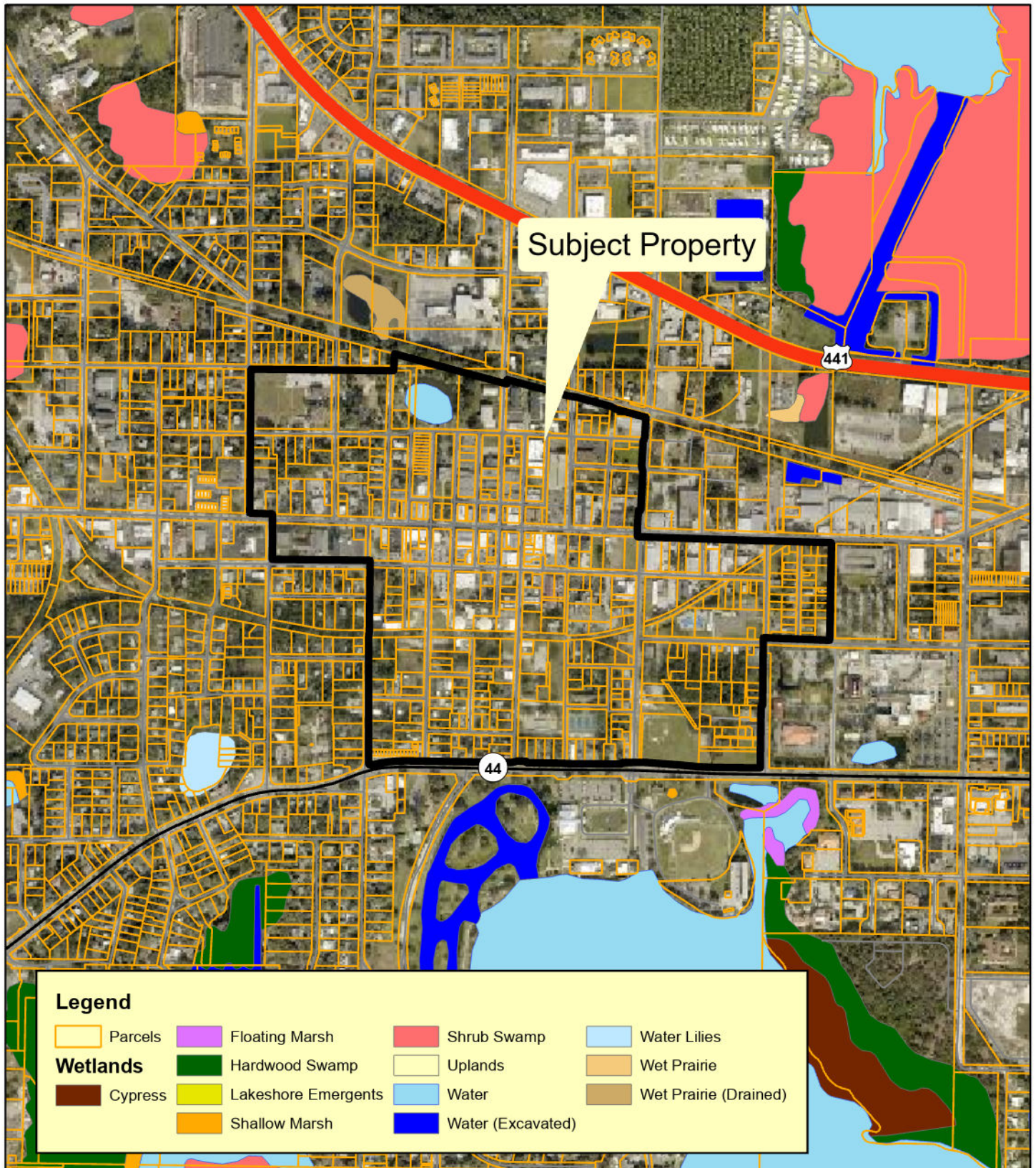


**Planning
& Zoning
Division**

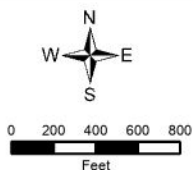


CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

Wetlands



**Planning
& Zoning
Division**



CPTA-24-347; LSCP-24-211
Downtown Mixed-Use Future Land Use Expansion Area
Sections 23, 25, & 26, Township 19 South, Range 24 East
November 27, 2024

**CITY OF LEESBURG PLANNING & ZONING DIVISION
STAFF SUMMARY**

DATE: November 21, 2024

PETITIONER: City of Leesburg

PROJECT: Downtown Mixed-Use Future Land Use Expansion Area

REQUEST: Expand the Downtown Mixed-Use Future Land Use district to create a cohesive, multi-use living experience adjacent to City of Leesburg's walkable downtown.

CASE NO.: LSCP-24-211; CPTA-24-347

GENERAL LOCATION: East of Perkins Street, Euclid Avenue and South 9th Street; north of West Dixie Avenue; West of North and South Canal Street; south of Leesburg Wildwood Trail and West Line Street.

FUTURE LAND USE DESIGNATION: Low Density Residential, Institutional, Recreational, Transitional, and General Commercial.

SURROUNDING FUTURE LAND USE DESIGNATION:

North – General Commercial; Low Density Residential
South – Transitional; Recreational
East – General Commercial; Institutional
West – Commercial; Residential; Transitional

PROPOSED FUTURE LAND USE DESIGNATION: Downtown Mixed-Use.

FROM: Future Land Use DESIGNATION	TO: Future land Use DESIGNATION	NUMBER OF ACRES
General Commercial	Downtown Mixed-Use	34.29323 +/-
Transitional	Downtown Mixed-Use	9.41032 +/-
Institutional	Downtown Mixed-Use	22.77408 +/-
Recreation	Downtown Mixed-Use	5.78885 +/-
Low Density Residential	Downtown Mixed-Use	32.12876 +/-
Downtown Mixed Use	No Change	27.09377 +/-
	<i>TOTAL:</i>	131.50184 +/-

PROPOSED ZONING DESIGNATION: No change proposed.

EXISTING LAND USE: Residential, Institutional, City Park, Commercial Uses.

SURROUNDING LAND USE:

North – Commercial; Residential
South – Residential; Businesses; Recreational
East – Commercial; Institutional
West – Commercial; Residential; Transitional

PROPOSED LAND USE: Downtown Mixed-Use Future Land Use district expansion to encourage further economic opportunity and citizen engagement in a cohesive, multi-use living experience adjacent to City of Leesburg's walkable downtown, close to linear parks, pocket parks, city parks, personal services shops, retail shops, educational facilities, and many varied eating establishments. This proposal is designed to enhance Leesburg's established core downtown.

<i>Futue Land Use:</i>	<i>Sum of Acres:</i>	<i>Excluded:</i>
DOWNTOWN MIXED USE	27.09377	
GENERAL COMMERCIAL	34.29323	
INSTITUTIONAL	22.77408	
LOW DENSITY RESIDENTIAL	32.12876	
N/A		0.52
RECREATION	5.78885	
RIGHTS-OF-WAY		0.01283
TRANSITIONAL	9.41032	
	<u>131.48901</u>	

The Future Land Use descriptions, below, were excerpted from the 2012 City of Leesburg Comprehensive Plan.

Downtown Mixed-Use:

The Downtown Mixed-Use land use category is established to encourage economic activity, living quarters and local employment opportunities within the historic downtown of Leesburg. This category is established to allow development patterns that are conducive to pedestrian traffic typical of a downtown shopping core. This category permits the highest commercial floor area ratios in the City, and residential development of between eighteen to twenty-five (18-25) units per gross acre. Less pervious surface is also required to encourage mass transit and public parking facilities. Downtown Mixed-Use land uses consist of a variety of retail, convenience, entertainment, personal, business and other professional services, as well as a diversity of housing types and churches. The downtown mixed use land use category is only permitted within the Leesburg Central Business District. There are currently 26 +/- acres of downtown mixed use within the City Limits.

Transitional:

This land use category allows the transition of older residential areas to a combination of residences and restricted professional business services and low intensity commercial uses provided the change is compatible with the surrounding neighborhood and adjacent to a major roadway. This land use designation provides for limited transitional commercial uses in areas impacted by adjacent commercial use and provides for an economic use of property while maintaining their general residential character. There are 95 +/- acres of transitional land located within the City limits.

Low Density Residential (up to 8 units per gross acre):

The low density land use category is intended to encourage design and development of suitable areas for various types of residential dwellings. This land use category is generally located in densely urbanized areas. The maximum density allowed is eight (8) units per acre and requires that infrastructure and public facilities are in place to support the requested density. Some commercial and other non-residential uses may be permitted in the Low Density Residential land use category if the site has Planned Unit Development (PUD) zoning and the uses are compatible with adjacent properties. The types of various units typically permitted within this category include single-family detached housing, manufactured homes and with special approval utilizing the Conditional Use Permit process, duplexes, triplexes, townhouses, condominiums, apartments, and mobile homes. Parks, churches and public schools are also permitted in the low density residential land use category if they are compatible with the surrounding land uses. This land use category also allows the transition of older residential areas to a combination of residences and restricted professional business services if the change is compatible with the surrounding neighborhood and adjacent to a higher capacity roadway. Community support uses (such as, utility sub-stations; fire and police stations; and other similar community facilities) require conditional use approval. There are 2,013 +/- acres of low density residential located within the City limits.

Institutional:

This category includes public structures or lands that are owned, leased, or operated by a government entity, such as civic and community centers, airports, hospitals, libraries, police and fire stations, and government administration buildings. Additionally, the institutional uses include not-for-profit and semi-public uses; such as, churches, institutions, group homes, cemeteries, nursing homes, hospitals,

emergency shelters and other similar uses. Education facilities are included within this category, such as public or private schools (primary or secondary), vocational and technical schools, and colleges and universities, however, educational facilities are also allowed in several other land use categories. The two largest institutional land use concentrations are the Leesburg Municipal Airport and the spray-fields along the Ronald Reagan Turnpike. There many additional sites located surrounding the downtown. There are currently 2,217 +/- acres of institutional within the City Limits.

Recreation:

This land use category includes park and recreation facilities owned by the City. Private parks and golf courses, as well as, recreation facilities located at area schools that are under lease to the City may also be included the Recreation land use category. Open space may be included in the Recreation land use category. Open space includes those areas deemed worthy of preservation; such as, common open spaces in private developments and significant right-of-way buffers along major roadways and drainage systems. The recreational element provides a complete inventory of sites and the facilities provided for these recreation uses. The recreation use category includes lands committed to both active and passive recreational uses. There are currently 303 +/- acres of recreational land within the City Limits.



BUSINESS IMPACT ESTIMATE

Case Caption: Downtown Mixed Use Future Land Use Amendment (LSCP-24-211) and Comprehensive Plan Text Amendment (CPTA-24-347)

An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 131.5 +/- acres from General Commercial, Institutional, Transitional, Recreation, and Low Density Residential to Downtown Mixed-Use, for property generally located East of Perkins Street, Euclid Avenue and South 9th Street; north of West Dixie Avenue; West of North and South Canal Street; south of Leesburg Wildwood Trail and West Line Street., lying in Sections 23, 25, and 26, Township 19 South, Range 24 East, Lake County, Florida.

Downtown Mixed Use Future Land Use Amendment and Comprehensive Plan Text Amendment Business Impact Estimate is provided in accordance with section 166.041(4)(c), Florida Statutes. The city has determined that a business impact estimate is required by state law¹ for the proposed ordinance.

The purpose of the Downtown Mixed Use Future Land Use Amendment and Comprehensive Plan Text Amendment is to expand the Downtown Mixed-Use Future Land Use district to encourage further economic opportunity and citizen engagement in a cohesive, multi-use living experience adjacent to City of Leesburg's walkable downtown, close to linear parks, pocket parks, city parks, personal services shops, retail shops, educational facilities, and many and varied eating establishments. This proposal is designed to enhance Leesburg's established core downtown.

The expansion of the Downtown Mixed Use Future Land Use Amendment and Comprehensive Plan Text Amendment is to allow for greater flexibility of housing types and number of housing units designed in a walkable core downtown to encourage further business opportunities, augment current businesses and increase further business opportunity.

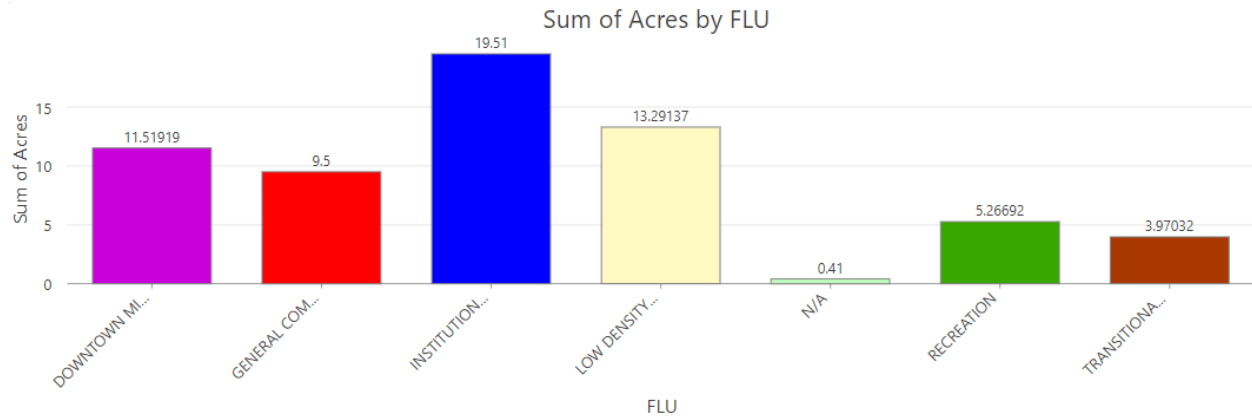
Staff anticipates that increasing greater housing and business opportunity in Leesburg's downtown will generate a net economic gain.

¹ Reference: Florida Statutes, Chapter 166, Section 166.041(4)(c).

Vacant Acreage – 63.47 +/- Acres

Downtown Mixed-Use Future Land Use

Expansion Area





SUMMARY MINUTES OF THE REGULAR MEETING
OF THE PLANNING COMMISSION
CITY HALL
THURSDAY, OCTOBER 24TH, 2024 - 4:30 P.M.

The Planning Commission of the City of Leesburg held its regular meeting Thursday, October 24th, 2024, at City Hall.

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

The following Commission members were present:

Tim Sennett - Chairman
Nathaniel Sanders – Vice-Chairman
Ted Bowersox
Frazier Marshall
John O’Kelley
Ze’Shieca Carter
Stewart Kaplan
Ken Simeone
Darin Akkerman

City staff that was present included Dan Miller, Planning & Zoning Director, Sabrina Mitchell, Executive Assistant I, Kandi Harper, Deputy Director, Max VanAllen, Planner, and Melissa Medders, Planner. City Attorney Grant Watson was also present.

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

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

MINUTES OF THE PLANNING COMMISSION MEETING FOR THURSDAY, AUGUST 22ND, 2024.

Commissioner Kaplan moved to APPROVE the minutes from the August 22nd, 2024

Seven years, no nays, the Planning Commission postpone case # PUD-24-254 – LEATHERLEAF to the December 19, 2024 Planning Commission meeting – PLANNED UNIT DEVELOPMENT.

NEW BUSINESS

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

1) PUBLIC HEARING CASE # LSCP-24-211 – DOWNTOWN MIXED-USE EXPANSION – LARGE SCALE COMPREHENSIVE PLAN MAP AMENDMENT

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 99 +/- ACRES FROM GENERAL COMMERCIAL, INSTITUTIONAL, TRANSITIONAL, RECREATION, AND LOW DENSITY RESIDENTIAL TO DOWNTOWN MIXED-USE, FOR PROPERTY LOCATED BEGINNING AT THE INTERSECTION OF THE WESTERN RIGHT-OF-WAY LINE OF NORTH CANAL STREET AND THE SOUTHERN RIGHT-OF-WAY LINE OF THE LEESBURG-WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY) THENCE WEST ALONG THE SOUTHERN RIGHT-OF-WAY LINE OF THE LEESBURG-WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY) TO INCLUDE THOSE LAND LYING SOUTH OF THE SOUTHERN RIGHT-OF-WAY LINE OF THE LEESBURG-WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY); TO THE INTERSECTION OF THE NORTHERN PROJECTION OF THE EASTERN RIGHT-OF-WAY LINE OF ORANGE AVENUE TO ITS INTERSECTION WITH THE SOUTHERN RIGHT-OF-WAY LINE OF THE LEESBURG-WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY); THENCE SOUTH TO THE INTERSECTION OF THE SOUTHERN RIGHT-OF-WAY LINE OF WEST LINE STREET; THENCE WEST TO INCLUDE THOSE LANDS LYING SOUTH OF THE SOUTHERN RIGHT-OF-WAY LINE OF WEST LINE STREET TO THE INTERSECTION WITH PERKINS STREET; THENCE SOUTH ALONG THE EASTERN RIGHT-OF-WAY LINE OF PERKINS STREET TO INCLUDE THOSE LANDS LYING EAST OF PERKINS STREET TO THE INTERSECTION OF THE EASTERN RIGHT-OF-WAY LINE OF PERKINS STREET AND WEST MAIN STREET TO INCLUDE THOSE LANDS LYING NORTH OF THE NORTHERN RIGHT-OF-WAY LINE OF WEST MAIN STREET TO THE INTERSECTION OF EUCLID AVENUE TO INCLUDE THOSE LANDS LYING EAST OF THE EASTERN RIGHT-OF-WAY LINE OF EUCLID AVENUE TO THE INTERSECTION OF SOUTH 9TH STREET; THENCE SOUTH ALONG THE EASTERN RIGHT-OF-WAY LINE OF SOUTH 9TH STREET TO INCLUDE THOSE LANDS LYING EAST OF THE EASTERN RIGHT-OF-WAY LINE OF SOUTH 9TH STREET TO THE SOUTHWEST INTERSECTION WITH WEST DIXIE AVENUE AND SOUTH 9TH STREET; THENCE EAST ALONG THE NORTHERN RIGHT-OF-WAY LINE OF

WEST DIXIE AVENUE TO INCLUDE THOSE LANDS LYING NORTH OF THE NORTHERN RIGHT-OF-WAY LINE OF WEST DIXIE AVENUE TO THE INTERSECTION OF WEST DIXIE AVENUE WITH SOUTH CANAL STREET; THENCE NORTH ALONG THE WESTERN RIGHT-OF-WAY LINE OF SOUTH CANAL STREET AND NORTH CANAL STREET TO THE INTERSECTION OF NORTH CANAL STREET AND THE LEESBURG WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY) TO INCLUDE THOSE LANDS LYING WEST OF NORTH AND SOUTH CANAL STREET; CONTAINING 99 +/- ACRES; AS LEGALLY DESCRIBED IN SECTION 26, TOWNSHIP 19 SOUTH, RANGE 24 EAST; LYING IN LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. **(CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, NOVEMBER 25TH, 2024 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, JANUARY 27TH, 2025)** (Downtown Mixed-Use Expansion Area LSCP)

Dan Miller introduced case number #LSCP-24-211 – Downton Mixed Use Expansion – Small Scale Comprehensive Plan Amendment and case number #CPTA-24-347 Comprehensive Plan Text Amendment into the record.

Dan Miller gave a background and explanation of the two amendments, went over the live, work; play concept to the Commission, live component: apartments being constructed; Butler/Chevrolet Bldg., downtown apartments, future proposal, Lee School, residential request; on Zoning, recent discussions; developer, six or eight townhomes, face Magnolia Trail, work component: City Hall; a lot employee's, City buildings downtown; Police/Fire headquarters on Magnolia, several new restaurants; last several years, a variety of different retail and office business, new office Bldg. on 7th & Main, Beacon College, and the re-use of the Tropic Center; a lot of activity in this area, play component: Veterans Memorial Park; upgraded, on Meadow Street, 3 pocket parks on Main Street worked with Beacon College, the Magnolia Trail that runs through downtown and connects to other trails in the city, Venetian Park, Rogers Park, water spray park just outside the district, and the Dabney pool on Pine Street; work together, examples of the full combination of the live/work/ play idea, getting stronger or more vibrant downtown, continue that momentum, by expanding the downtown mixed-use district; core of downtown, create residential, live/work/play spaces, not make huge change immediately; create larger downtown area, houses stay the same, only change one parcel at a time, meet Code and standards.

Kandi Harper, Deputy Director stated to the Commission if you trying to read the district description, just look at the map; covers it pretty well, went over it for weeks, what you will notice; unless we are more specific where we put the lines, not Police, but in order to remain consistent; description of District very specific; north ROW.

Chairman Sennett if the Commission have any question of Staff.

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

Commissioners' and Dan Miller discussed has the property owners talked to; Dan Miller replied because it's a FLU the City has the right to change that; if it was a Zoning case we would have to notify everybody, but it's not a Zoning case at all, Zoning; remain the same, change the potential future of what could be done, went over Zoning map; downtown mixed-use, mixed-use; changes to map, changes to text; went over text page, current FLU element downtown mixed-use; read into the record, changing words; from living quarters to living spaces, adding wording; read into the record, everything else stays the same, if potential for development; small development; along trial, for townhouses; benefit 6th Street, townhouses; face trail, work downtown; steps away, kinds of opportunities or changes; Staff needs to move forward as the City gets bigger over time; not overnight change, two language changes clarification; Dan Miller went over the language changes; read into the record, for clarification purposes, adjusting regulations; takes time, zoning map; 14th Street to Canal; Dan Miller replied it would go to the Wildwood trail, south and Canal Street; Canal & Hall, roll that all the way to south to Dixie, along Canal, Dixie to 9th Street, go back north, Magnolia, and back up to Euclid & Perkins; square as possible concerns, put Pine Street on there; businesses there too; Dan Miller stated we think that because Pine Street area developing real well; concerned about should we mess with it or not; potential to add, new swimming pool, Cotton Kitchens, other business; Pine Street commercial Zoning; specific zoning, CRA, law suit with CDC, and consent decree.

Dan Miller stated if we change anything here will it negatively impact the consent decree, Commissioner; sits on CDC Board, potential to add Pine Street, language in that, stopping at Canal Street; Dan Miller stated Canal is a big street; find big street, use for border, see the point; happy to talk about it; don't think it will hurt it, concern, consent decree, if everybody in agreement; willing to pass it, immediately get on Pine Street area; compare what's allowed/not allowed, affect/not affect, looks to the advantage of Pine Street area; add it to it, involved in District; a lot flexibility down there, parking wise, if Pine Street area can benefit; let's not hold back; same consideration, what's allowed or whatever the City allows it, City, and hospital were blocking the minorities businesses; up to City, impact are we going extend it or not; Dan Miller stated he can see that; Pine Street commercial; zoning, not sure what it does as far as residential, address it within the month; everybody in agreement, address Pine Street area, joining in doesn't hinder you, provide more opportunities if Pine Street is added; Dan Miller stated the comparison we need to make; okay with consent decree, and then went over FLU map if benefits and doesn't damage, not a problem, point well taken and appreciated; happy to do whatever you need; let's put a date on it; get with Staff to go over everything; workshop outside of here, we not going to approve what's presented now; motion to approve what we received today; come back in November to discuss Pine Street.

Grant Watson, City Attorney asked Dan Miller do you know what the differences as we sit here might be between the Pine Street regulations as they exist compared to what the changes here; whether there's a negiable difference or meaniful difference. Dan Miller replied I know that Pine Street allows various commercial uses; don't know about the residential; happy to take it back and have some more discussion, if needs to be in; not a problem, consent decree, CRA's; in CRA as well.

Grant Watson, City Attorney stated I would think if there is something bringing a positive, more options to the area, more likely to be consistent with the consent decree; than limiting uses and opportunities, as the Chairman suggested come back at the next meeting a take a look at what is allowed in Pine Street compared to the mixed-use classification. Grant Watson, City Attorney stated that's the key and it doesn't sound like on the surface it will provide more opportunities. Grant Watson, City Attorney stated he thinks the Chairman suggestion was good one, basically just look at Pine Street during that meeting, what uses allowed; within this mixed classification, putting some of those into Pine Street; potentially a good thing or causes any harm, short term to see whether or not some opportunities can be expanded again in Pine Street; concern; causing harm, blocking or obstructing opportunity, on the surface probably bring more opportunities, but I don't know how everything that's in there might impact what currently exist; Staff will look over and come back to speak more clearly.

Kandi Harper, Deputy Director stated to Commissioner Marshall that she would like to know what area to encompass; Dixie up to Hall Circle and how far east would you like to go; desire to take in the hospital; downtown mixed-use does include intuitional, but we can stop short of that; Dan Miller stated we don't won't include the hospital, you have some historic structures on Mike Street, new businesses on Pine Street, Betty Stevenson Coney Center; if beneficial, no issue, have an activity area going well; don't won't to mess with it.

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

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

Chairman Sennett called for a vote on the first case.

Commissioner Marshall made a motion to APPROVE case # LSCP-24-211 – DOWNTOWN MIXED-USE EXPANSION with adding expanding Pine Street from Rambo for the November 21, 2024 Planning Commission meeting – SMALL SCALE COMPREHENSIVE PLAN AMENDMENT Vice-Chairman Sanders SECONDED the motion.

The roll call vote was:

Commissioner Carter Yes

Commissioner Bowersox	Yes
Chairman Sennett	Yes
Commissioner Kaplan	Yes
Commissioner O’Kelley	Yes
Commissioner Marshall	Yes
Commissioner Sanders	Yes

Seven yeas, no nays, the Planning Commission approved case # LSCP-24-211 – DOWNTOWN MIXED-USE EXPANSION with adding expanding Pine Street to Rambo for the November 21, 2024 Planning Commission meeting – LARGE SCALE COMPREHENSIVE PLAN AMENDMENT.

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

2) PUBLIC HEARING CASE # CPTA-24-347 – DOWNTOWN MIXED-USE EXPANSION – COMPREHENSIVE PLAN TEXT AMENDMENT

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA AMENDING THE CITY’S COMPREHENSIVE PLAN FUTURE LAND USE ELEMENT, GOAL 1, OBJECTIVE 1.1, ITEM H. “DOWNTOWN MIXED USE,” TO ALLOW THE EXPANSION OF THE EXISTING DOWNTOWN MIXED USE FUTURE LAND USE DESIGNATION, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE. **(CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, NOVEMBER 25TH, 2024 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, JANUARY 27TH, 2025)** (Downtown Mixed-Use Expansion Area CPTA)

Chairman Sennett called for a vote on the second case.

Commissioner Marshall made a motion to APPROVE case # CPTA-24-347 – DOWNTOWN MIXED-USE EXPANSION with adding expanding Pine Street from Rambo for the November 21, 2024 Planning Commission meeting – COMPREHENSIVE PLAN TEXT AMENDMENT Commissioner Bowersox SECONDED the motion.

The roll call vote was:

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

Seven yeas, no nays, the Planning Commission approved case # CPTA-24-347 – DOWNTOWN MIXED-USE EXPANSION with adding expanding Pine Street to

December 11, 2024

RESPONSE VIA EMAIL ONLY

Ms. Kandi K. Harper
Deputy Director
City of Leesburg
Community Development Department
Planning and Zoning Division
204 North 5th Street
Leesburg, Florida 34749

RE: LSCP-24-211

Dear Ms. Harper:

Thank you for submitting the proposed comprehensive plan amendment for the City of Leesburg. The amendment package will be reviewed pursuant to the Expedited State Review process. The reference number for this amendment package is 24-08ESR.

The proposed submission package will be reviewed pursuant to Section 163.3184(3), Florida Statutes. Once the review is underway, you may be asked to provide additional supporting documentation by the review team to ensure a thorough review. You will receive FloridaCommerce's Comment Letter no later than January 10, 2025.

Pursuant to 163.3184(3)(c)1. If the local government fails, within 180 days after receipt of agency comments, to hold the second public hearing, and to adopt the comprehensive plan the comprehensive plan amendments, the amendments are deemed withdrawn unless extended by agreement with notice to the state land planning agency and any affected person that provided comments on the amendment.

Pursuant to 163.3184(3)(c)2. All comprehensive plan amendments adopted by the governing body, along with the supporting data and analysis, shall be transmitted within 10 working days after the final adoption hearing to the state land planning agency and any other agency or local government that provided timely comments under subparagraph (b)2. If the local government fails to transmit the comprehensive plan amendments within 10 working days after the final adoption hearing, the amendments are deemed withdrawn.

If you have any questions please contact Terri Stoutamire, Plan Processor at (850) 717-8513 or James Stansbury, Bureau Chief, who will be overseeing the review of the amendments, at (805)717-8512.

Sincerely,



Donna Harris, Senior Plan Processor
Bureau of Community Planning and Growth

DH/ts

cc: External Agencies

RECEIVED December 11, 2024
City of Leesburg
LSCP-24-211 Downtown Mixed-Use
Expansion Area
MAP Amendment



December 11, 2024

Florida Department of Commerce
Bureau of Community Planning and Growth
Attention: Donna Harris, Government Operations Consultant III
State Land Planning Agency
Caldwell Building
107 East Madison St. – MSC 160
Tallahassee, FL 32399 - 4120

RE: TRANSMITTAL PHASE – Expedited State Review – Proposed Downtown Mixed-Use Future Land Use Expansion Area Amendment, Application No. LSCP-24-211

Dear Ms. Harris:

Enclosed herein is the proposed comprehensive plan future land use map amendment, referenced above, submitted in accordance with Subsection 163.3184(3), Florida Statutes, Expedited State Review.

- 1) Summary of the plan amendment including that the amendment is being submitted under the Expedited State Review Process. City of Leesburg is proposing to expand the Downtown Mixed-Use Future Land Use district to encourage redevelopment, economic opportunity and citizen engagement in a cohesive, multi-use living experience adjacent to City of Leesburg's walkable downtown. The proposed Downtown Mixed-Use Future Land Use Expansion Area map amendment is hereby submitted for review under the Expedited State Review process pursuant to F.S. 163.3184(3).
- 2) Date(s) the local planning agency and the city commission held public hearings: The Planning Commission heard this application on **October 24, 2024**. The Board of City Commissioners approved the application for transmittal review to Florida Commerce on **December 9, 2024**.
- 3) Statement certifying that the proposed amendment has been submitted to the appropriate agencies. A complete copy of the proposed amendment including supporting data and analysis has been noticed via e-mail to the agencies outlined below on **December 11, 2024** via Drop Box for review. "Ctrl" + "Click" the link below for access to review materials:
<https://www.dropbox.com/scl/fo/xsw8c6xnc6r43q72esvgw/AK1QulYGXjXJbXI0-9f3Sek?rlkey=odmax9lzm4k38unvw3q3wtixn&st=kt6jrsja&dl=0>

204 North 5th Street Leesburg, Florida 34748 – Phone: (352) 728-9786 X 1723, Fax: (352) 326-6617
E-mail: Kandi.Harper@leesburgflorida.gov

Florida Commerce
Attn: Donna Harris, Government Operations Consultant III
Large Scale Comprehensive Plan Map Amendment
December 11, 2024
Page 2 of 4

- 4) The month the local government anticipates the amendment will be adopted: The amendment is tentatively scheduled for adoption on **January 27, 2025**.
- 5) This amendment is not applicable to an area of critical state concern.
- 6) Name, title, address, telephone and fax number of the local contact:

Kandi Harper, Deputy Director
Planning and Zoning Department
204 North 5th Street
Leesburg, FL 34749
Telephone: 352.728.9786 X1723, Fax: 352.326.6617
E-mail: kandi.harper@leesburgflorida.gov (primary)
dan.miller@leesburgflorida.gov (advisory)
max.vanallen@leesburgflorida.gov (advisory)
andi.purvis@leesburgflorida.gov (advisory)

Should you have questions or need further information, please contact me.

Sincerely,



Kandi Harper
Deputy Director
Planning and Zoning Department

KH/kkh

Enclosure: Amendment Package: City Commission Agenda Item, Proposed Ordinance and back-up materials; Staff Review

cc: Dan Miller, Director, Planning and Zoning Department, City of Leesburg

Agencies notified of transmittal review via email:

Florida Commerce
Bureau of Community Planning and Growth
ATTN: Donna Harris, Government Operations Consultant III
State Land Planning Agency
Caldwell Building
107 East Madison St. – MSC 160
Tallahassee, FL 32399 - 4120
E: ComprehensivePlans@Commerce.fl.gov

Florida Commerce
Attn: Donna Harris, Government Operations Consultant III
Large Scale Comprehensive Plan Map Amendment
December 11, 2024
Page 3 of 4

Department of Education

ATTN: Morgan Runion, AICP
Office of Educational Facilities
325 West Gaines Street, Suite 1014
Tallahassee, Florida 32399-0400
E: CompPlans@fldoe.org

East Central Florida Regional Planning Council

ATTN: Tara McCue, AICP, Executive Director
455 N. Garland Avenue, Fourth Floor
Orlando, Florida 32801
E: Compplan@ecfrpc.org

St. Johns River Water Management District

ATTN: Steven Fitzgibbons, AICP
Intergovernmental Planner
Post Office Box 1429
Palatka, Florida 32178-1429
E: sfitzgibbons@sjrwmd.com

Florida Department of Transportation -- District Five

ATTN: Growth Management Reviews
James Rodriguez, Systems Planning Coordinator
Florida Department of Transportation, D5
Planning Department (Mail Station: A2 501)
719 South Woodland Blvd.
DeLand, Florida 32720
E: CompPlans.D5@dot.state.fl.us (*Email is encouraged and preferred for ALL submissions.*)

Department of Environmental Protection

ATTN: Plan Review
Office of Intergovernmental Programs
3900 Commonwealth Boulevard, MS 47
Tallahassee, Florida 32399
E: Plan.Review@dep.state.fl.us

Florida Department of State

ATTN: Alissa S. Lotane, State Historic Preservation Officer
Bureau of Historic Preservation,
500 S. Bronough Street
Tallahassee, FL 32399-0250
E: CompliancePermits@DOS.MyFlorida.com

Florida Commerce
Attn: Donna Harris, Government Operations Consultant III
Large Scale Comprehensive Plan Map Amendment
December 11, 2024
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Lake County Planning and Zoning Division

ATTN: Janie Barron, Chief Planner
315 West Main Street; Suite 510
Tavares, FL 32778
E: janie.barron@lakecountyfl.gov

United States Department of the Navy

ATTN: Community Planning Liaison Officer/Installation Planner
Naval Support Activity Orlando
12211 Science Drive
Orlando, Florida 32826
Phone: (407) 380-8415
E: ashley.m.sneed2.civ@us.navy.mil

Lake County Schools

ATTN: Helen LaValley
201 West Burleigh Boulevard
Tavares, FL 32778
E: lavalleyh@lake.k12.fl.us

Lake-Sumter Metropolitan Planning Agency

ATTN: Michael F. Woods, Executive Director
1300 Citizens Boulevard
Leesburg, Florida 34748
E: mwoods@LakeSumterMPO.com

Applicant contact:

In Care Of: James A. Burry, Jr., Mayor
Al Minner, City Manager
City of Leesburg
501 West Meadow Street
Leesburg, Florida 34748
By e-mail at: al.minner@leesburgflorida.gov



Florida Department of Transportation

RON DESANTIS
GOVERNOR

719 S. Woodland Boulevard
DeLand, Florida 32720

JARED W. PERDUE, P.E.
SECRETARY

January 10, 2025

Mr. Max Van Allen, Planner
City of Leesburg
Planning and Zoning Department
204 North 5th Street
Leesburg, Florida 34749

Subject: City of Leesburg Proposed Comprehensive Plan Amendment 24-08ESR

Dear Mr. Van Allen,

Pursuant to Section 163.3184(3), Florida Statutes (F.S.), in its role as a reviewing agency as identified in Section 163.3184(1)(c), F.S., the Florida Department of Transportation (FDOT) reviewed proposed map amendment Leesburg 24-08ESR.

FDOT determined the proposed amendment has no significant adverse impacts to transportation resources or facilities of state importance.

The amendment (locally known as LSCP-24-211) pertains to an ordinance amending the Comprehensive Plan Future Land Use Map Designation on 131.5+/- acres from General Commercial, Transitional, Institutional, Recreation, and Low Density Residential to Downtown Mixed-Use. The Mixed Use Area is generally located south of the Leesburg-Wildwood Trail and West Line Street; east of Perkins Street, Euclid Avenue and South 9th Street; north of West Dixie Avenue, East Dixie Avenue and that portion of Pine Street lying east of Childs Street and west of Rambo Street; properties lying west of Rambo Street; south of a portion of East Main Street that lies west of Rambo Street and east of North Canal Street; and properties lying west of that portion of North Canal Street north of East Main Street and south of the Leesburg-Wildwood Trail

The proposed amendment is not in conflict with the Future Land Use Element or with the Transportation Element. Leesburg 24-07SR is the Text Amendment concurrently in process with this text amendment.

As noted above, this proposed amendment would allow the Mixed-Use District to expand outside of the existing Mixed-Use Area. The proposed amendment may have an effect on transportation facilities with the potential increase in densities and intensities in the expanded area. The balance of uses within a proposed downtown development site will be determined based on historic development patterns of the downtown area and in negotiations with the Planning and Zoning Director or designated staff.

Since it is not possible to identify under which circumstances applicants will request inclusion in the Mixed-Use District, the Department recommends that the city coordinate with the Department, as the developments move into the zoning and/or planning phase. This would provide the Department an opportunity to review any traffic related documentation (i.e. traffic studies, potential impacts and resulting mitigation) to the Strategic Highway System (SHS) and/or Strategic Intermodal System (SIS) within the proximity to the proposed parcels.

We appreciate the opportunity to review the proposed amendment. Please transmit a copy of the amendment, along with the supporting data and analysis, to the District upon its adoption. The Department reserves the right to comment if the proposed amendment changes between transmittal and adoption.

Thank you for coordinating the review of this proposed amendment with FDOT. If you have any questions, you may contact me at 386-943-5457 or by email at james.rodriquez@dot.state.fl.us.

Sincerely,

A handwritten signature in black ink that reads "James Rodriguez". The signature is written in a cursive, flowing style.

James Rodriguez
Systems Planning Coordinator

cc: Donna Harris, FL Commerce
Janney Barron, Lake County

Tiffany Hill, FDOT
Melissa McKinney, FDOT

Kandi Harper

From: Steve Fitzgibbons <SFitzgibbons@sjrwmd.com>
Sent: Tuesday, January 7, 2025 1:57 PM
To: Kandi Harper; Max VanAllen
Cc: DCPexter@commerce.fl.gov
Subject: City of Leesburg proposed comprehensive plan amendments 24-07ESR and 24-08ESR

EXTERNAL EMAIL - USE CAUTION

Dear Ms. Harper,

St. Johns River Water Management District (District) staff have reviewed City of Leesburg proposed comprehensive plan amendments 24-07ESR and 24-08ESR in accordance with the provisions of Chapter 163, *Florida Statutes*. Based on review of the submitted materials, District staff have no comments on the proposed amendment.

If you have any questions or need additional information, please contact me.

Sincerely,
Steve Fitzgibbons

Steven Fitzgibbons, AICP
Intergovernmental Planner
St. Johns River Water Management District
7775 Baymeadows Way, Suite 102
Jacksonville, FL 32256
Office (386) 312-2369
Email: sfitzgib@sjrwmd.com
Website: www.sjrwmd.com
Connect with us: [Newsletter](#), [Facebook](#), [Twitter](#), [Instagram](#), [YouTube](#), [Pinterest](#)



www.sjrwmd.com/ePermit

We value your opinion. Please take a few minutes to share your comments on the service you received from the District by clicking this [link](#)

Notices

- Emails to and from the St. Johns River Water Management District are archived and, unless exempt or confidential by law, are subject to being made available to the public upon request. Users should not have an expectation of confidentiality or privacy.
- Individuals lobbying the District must be registered as lobbyists (§112.3261, Florida Statutes). Details, applicability and the registration form are available at <http://www.sjrwmd.com/lobbyist/>

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.A.2.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director), Kandi Harper, (Deputy Director Planning & Zoning), Max Vanallen, (Senior Planner)

Subject: An Ordinance of the City of Leesburg, Florida, amending the City's Comprehensive Plan Future Land Use Element, Goal 1, Objective 1.1, Item h. "Downtown mixed use," to allow the expansion of the existing Downtown Mixed Use Future Land Use designation, providing for conflicts, severability, and an effective date. (Downtown Mixed-Use Expansion Area CPTA).

Staff Recommendation:

The Planning and Zoning staff and the Planning Commission recommend approval of the proposed ordinance for a Comprehensive Plan Text Amendment.

Analysis:

The purpose of the Downtown Mixed Use Future Land Use Amendment and Comprehensive Plan Text Amendment is to expand the Downtown Mixed-Use Future Land Use district to encourage further economic opportunity and citizen engagement in a cohesive, multi-use living experience adjacent to City of Leesburg's walkable downtown, close to linear parks, pocket parks, city parks, personal services shops, retail shops, educational facilities, and many and varied eating establishments. This proposal is designed to expand and enhance Leesburg's established core downtown.

The expansion of the Downtown Mixed Use Future Land Use Amendment and Comprehensive Plan Text Amendment is to allow for greater flexibility of housing types and number of housing units designed in a walkable core downtown to encourage further business opportunities, augment current businesses, and increase further business opportunity.

The Planning Commission held a public hearing on the application on October 24, 2024, and recommended approval of the LSCP with further discussion at the November 21, 2024, regularly scheduled meeting, and recommended approval with no further comments on the CPTA. The application was heard at the Planning Commission public hearing on November 21, 2024, as a discussion item to further expand the Downtown Mixed Use Future Land Use designation east to the general area of Rambo Street.

Procurement Analysis:

N/A

Options:

1. Approve the requested Comprehensive Plan Text Amendment, amending Future Land Use Element, Goal 1, Objective 1.1, Item h. "Downtown mixed use" to allow the expansion of the existing Downtown Mixed Use Future Land Use designation. This would allow new development within the subject area and future expansion of the subject area, if compatible with the existing downtown fabric; or
2. Disapprove the requested Comprehensive Plan Text Amendment and leave the existing language in Future Land Use Element, Goal 1, Objective 1.1, Item h. "Downtown mixed use.";
3. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

There is no direct fiscal impact to the City for this action. Future development of the property will increase this anticipated impact from collection of impact fees, ad valorem taxes and utility charges.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, AMENDING THE CITY'S COMPREHENSIVE PLAN FUTURE LAND USE ELEMENT, GOAL 1, OBJECTIVE 1.1, ITEM H. "DOWNTOWN MIXED USE," TO ALLOW THE EXPANSION OF THE EXISTING DOWNTOWN MIXED USE FUTURE LAND USE DESIGNATION, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE. (DOWNTOWN MIXED-USE EXPANSION AREA CPTA).

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that;

Section 1

Based upon the petition of City of Leesburg, Petitioner, "Permittee" which petition has heretofore been approved by the City Commission of the City of Leesburg Florida, pursuant to the provisions of the Laws of Florida, the City of Leesburg Comprehensive Plan and Future Land Use Element shall be amended as attached and incorporated as Exhibits A and B of this Ordinance, and transmitted to the Florida Department of Commerce for review.

Existing Language and Proposed Language

(See Exhibits A & B);

Section 2.

In the event of any conflict between this Ordinance and any other portion of the Code of Ordinances, the provisions of this Ordinance shall take precedence.

Section 3.

If any portion of this Ordinance is declared invalid or unenforceable, and to the extent that it is possible to do so without destroying the overall intent and effect of this Ordinance, the portion deemed invalid or unenforceable shall be severed here from and the remainder of the ordinance shall continue in full force and effect as if it were enacted without including the portion found to be invalid or unenforceable.

Section 4.

This Ordinance shall become effective upon its passage and adoption according to law.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

City Clerk

Downtown Mixed Use Expansion

Case #: CPTA-24-347

Proposed Changes to Future Land Use Element, Goal 1, Objective 1.1, h. Downtown Mixed-Use
October 24, 2024

EXHIBIT A - EXISTING:

Future Land Use Element, Goal 1, Objective 1.1:

h. Downtown Mixed-Use

The Downtown Mixed Use land use category is established to encourage economic activity, living quarters and local employment opportunities within the historic downtown of Leesburg. Downtown Mixed-Use land uses consist of a variety of retail, convenience, entertainment, personal, business and other professional services, as well as a diversity of housing types and churches. The downtown mixed use land use category is only permitted within the Leesburg Central Business District. Maximum gross residential density is 25 units per acre. Development in this category shall be limited to the following three land use categories:

A. Commercial, office, retail sales and service, restaurants

B. Residential townhomes/villas, apartments/condominiums, multi-family residential, single family residential. Residential dwellings shall be permitted above commercial, office or civic uses or attached to a commercial, office or civic building.

C. Government, civic, institutional, places of worship, or recreational.

The balance of uses within a proposed downtown development site will be determined based on historic development patterns of the downtown and in negotiations with the Planning and Zoning Director or designated staff.

EXHIBIT B - PROPOSED LANGUAGE:

Future Land Use Element, Goal 1, Objective 1.1:

g. Downtown Mixed-Use

The Downtown Mixed Use land use category is established to encourage economic activity, living ~~quarters~~ spaces, and local employment opportunities within the historic downtown of Leesburg. Downtown Mixed-Use land uses consist of a variety of retail, convenience, entertainment, personal, business and other professional services, as well as a diversity of housing types and churches. The downtown mixed use land use category is ~~only~~ permitted within the Leesburg Central Business District, and vicinity, provided the change is compatible with the existing downtown fabric. Maximum gross residential density is 25 units/ per acre. Development in this category shall be limited to the following three land use categories:

A. Commercial, office, retail sales and service, restaurants

B. Residential townhomes/villas, apartments/condominiums, multi-family residential, single family residential. Residential dwellings shall be permitted above commercial, office or civic uses or attached to a commercial, office or civic building.

C. Government, civic, institutional, places of worship, or recreational.

The balance of uses within a proposed downtown development site will be determined based on historic development patterns of the downtown and in negotiations with the Planning and Zoning Director or designated staff.



SUMMARY MINUTES OF THE REGULAR MEETING
OF THE PLANNING COMMISSION
CITY HALL
THURSDAY, OCTOBER 24TH, 2024 - 4:30 P.M.

The Planning Commission of the City of Leesburg held its regular meeting Thursday, October 24th, 2024, at City Hall.

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

The following Commission members were present:

Tim Sennett - Chairman
Nathaniel Sanders – Vice-Chairman
Ted Bowersox
Frazier Marshall
John O’Kelley
Ze’Shieca Carter
Stewart Kaplan
Ken Simeone
Darin Akkerman

City staff that was present included Dan Miller, Planning & Zoning Director, Sabrina Mitchell, Executive Assistant I, Kandi Harper, Deputy Director, Max VanAllen, Planner, and Melissa Medders, Planner. City Attorney Grant Watson was also present.

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

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

MINUTES OF THE PLANNING COMMISSION MEETING FOR THURSDAY, AUGUST 22ND, 2024.

Commissioner Kaplan moved to APPROVE the minutes from the August 22nd, 2024

Seven years, no nays, the Planning Commission postpone case # PUD-24-254 – LEATHERLEAF to the December 19, 2024 Planning Commission meeting – PLANNED UNIT DEVELOPMENT.

NEW BUSINESS

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

1) PUBLIC HEARING CASE # LSCP-24-211 – DOWNTOWN MIXED-USE EXPANSION – LARGE SCALE COMPREHENSIVE PLAN MAP AMENDMENT

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 99 +/- ACRES FROM GENERAL COMMERCIAL, INSTITUTIONAL, TRANSITIONAL, RECREATION, AND LOW DENSITY RESIDENTIAL TO DOWNTOWN MIXED-USE, FOR PROPERTY LOCATED BEGINNING AT THE INTERSECTION OF THE WESTERN RIGHT-OF-WAY LINE OF NORTH CANAL STREET AND THE SOUTHERN RIGHT-OF-WAY LINE OF THE LEESBURG-WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY) THENCE WEST ALONG THE SOUTHERN RIGHT-OF-WAY LINE OF THE LEESBURG-WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY) TO INCLUDE THOSE LAND LYING SOUTH OF THE SOUTHERN RIGHT-OF-WAY LINE OF THE LEESBURG-WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY); TO THE INTERSECTION OF THE NORTHERN PROJECTION OF THE EASTERN RIGHT-OF-WAY LINE OF ORANGE AVENUE TO ITS INTERSECTION WITH THE SOUTHERN RIGHT-OF-WAY LINE OF THE LEESBURG-WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY); THENCE SOUTH TO THE INTERSECTION OF THE SOUTHERN RIGHT-OF-WAY LINE OF WEST LINE STREET; THENCE WEST TO INCLUDE THOSE LANDS LYING SOUTH OF THE SOUTHERN RIGHT-OF-WAY LINE OF WEST LINE STREET TO THE INTERSECTION WITH PERKINS STREET; THENCE SOUTH ALONG THE EASTERN RIGHT-OF-WAY LINE OF PERKINS STREET TO INCLUDE THOSE LANDS LYING EAST OF PERKINS STREET TO THE INTERSECTION OF THE EASTERN RIGHT-OF-WAY LINE OF PERKINS STREET AND WEST MAIN STREET TO INCLUDE THOSE LANDS LYING NORTH OF THE NORTHERN RIGHT-OF-WAY LINE OF WEST MAIN STREET TO THE INTERSECTION OF EUCLID AVENUE TO INCLUDE THOSE LANDS LYING EAST OF THE EASTERN RIGHT-OF-WAY LINE OF EUCLID AVENUE TO THE INTERSECTION OF SOUTH 9TH STREET; THENCE SOUTH ALONG THE EASTERN RIGHT-OF-WAY LINE OF SOUTH 9TH STREET TO INCLUDE THOSE LANDS LYING EAST OF THE EASTERN RIGHT-OF-WAY LINE OF SOUTH 9TH STREET TO THE SOUTHWEST INTERSECTION WITH WEST DIXIE AVENUE AND SOUTH 9TH STREET; THENCE EAST ALONG THE NORTHERN RIGHT-OF-WAY LINE OF

WEST DIXIE AVENUE TO INCLUDE THOSE LANDS LYING NORTH OF THE NORTHERN RIGHT-OF-WAY LINE OF WEST DIXIE AVENUE TO THE INTERSECTION OF WEST DIXIE AVENUE WITH SOUTH CANAL STREET; THENCE NORTH ALONG THE WESTERN RIGHT-OF-WAY LINE OF SOUTH CANAL STREET AND NORTH CANAL STREET TO THE INTERSECTION OF NORTH CANAL STREET AND THE LEESBURG WILDWOOD TRAIL (FORMER RAIL ROAD RIGHT-OF-WAY) TO INCLUDE THOSE LANDS LYING WEST OF NORTH AND SOUTH CANAL STREET; CONTAINING 99 +/- ACRES; AS LEGALLY DESCRIBED IN SECTION 26, TOWNSHIP 19 SOUTH, RANGE 24 EAST; LYING IN LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. **(CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, NOVEMBER 25TH, 2024 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, JANUARY 27TH, 2025)** (Downtown Mixed-Use Expansion Area LSCP)

Dan Miller introduced case number #LSCP-24-211 – Downton Mixed Use Expansion – Small Scale Comprehensive Plan Amendment and case number #CPTA-24-347 Comprehensive Plan Text Amendment into the record.

Dan Miller gave a background and explanation of the two amendments, went over the live, work; play concept to the Commission, live component: apartments being constructed; Butler/Chevrolet Bldg., downtown apartments, future proposal, Lee School, residential request; on Zoning, recent discussions; developer, six or eight townhomes, face Magnolia Trail, work component: City Hall; a lot employee's, City buildings downtown; Police/Fire headquarters on Magnolia, several new restaurants; last several years, a variety of different retail and office business, new office Bldg. on 7th & Main, Beacon College, and the re-use of the Tropic Center; a lot of activity in this area, play component: Veterans Memorial Park; upgraded, on Meadow Street, 3 pocket parks on Main Street worked with Beacon College, the Magnolia Trail that runs through downtown and connects to other trails in the city, Venetian Park, Rogers Park, water spray park just outside the district, and the Dabney pool on Pine Street; work together, examples of the full combination of the live/work/ play idea, getting stronger or more vibrant downtown, continue that momentum, by expanding the downtown mixed-use district; core of downtown, create residential, live/work/play spaces, not make huge change immediately; create larger downtown area, houses stay the same, only change one parcel at a time, meet Code and standards.

Kandi Harper, Deputy Director stated to the Commission if you trying to read the district description, just look at the map; covers it pretty well, went over it for weeks, what you will notice; unless we are more specific where we put the lines, not Police, but in order to remain consistent; description of District very specific; north ROW.

Chairman Sennett if the Commission have any question of Staff.

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

Commissioners' and Dan Miller discussed has the property owners talked to; Dan Miller replied because it's a FLU the City has the right to change that; if it was a Zoning case we would have to notify everybody, but it's not a Zoning case at all, Zoning; remain the same, change the potential future of what could be done, went over Zoning map; downtown mixed-use, mixed-use; changes to map, changes to text; went over text page, current FLU element downtown mixed-use; read into the record, changing words; from living quarters to living spaces, adding wording; read into the record, everything else stays the same, if potential for development; small development; along trial, for townhouses; benefit 6th Street, townhouses; face trail, work downtown; steps away, kinds of opportunities or changes; Staff needs to move forward as the City gets bigger over time; not overnight change, two language changes clarification; Dan Miller went over the language changes; read into the record, for clarification purposes, adjusting regulations; takes time, zoning map; 14th Street to Canal; Dan Miller replied it would go to the Wildwood trail, south and Canal Street; Canal & Hall, roll that all the way to south to Dixie, along Canal, Dixie to 9th Street, go back north, Magnolia, and back up to Euclid & Perkins; square as possible concerns, put Pine Street on there; businesses there too; Dan Miller stated we think that because Pine Street area developing real well; concerned about should we mess with it or not; potential to add, new swimming pool, Cotton Kitchens, other business; Pine Street commercial Zoning; specific zoning, CRA, law suit with CDC, and consent decree.

Dan Miller stated if we change anything here will it negatively impact the consent decree, Commissioner; sits on CDC Board, potential to add Pine Street, language in that, stopping at Canal Street; Dan Miller stated Canal is a big street; find big street, use for border, see the point; happy to talk about it; don't think it will hurt it, concern, consent decree, if everybody in agreement; willing to pass it, immediately get on Pine Street area; compare what's allowed/not allowed, affect/not affect, looks to the advantage of Pine Street area; add it to it, involved in District; a lot flexibility down there, parking wise, if Pine Street area can benefit; let's not hold back; same consideration, what's allowed or whatever the City allows it, City, and hospital were blocking the minorities businesses; up to City, impact are we going extend it or not; Dan Miller stated he can see that; Pine Street commercial; zoning, not sure what it does as far as residential, address it within the month; everybody in agreement, address Pine Street area, joining in doesn't hinder you, provide more opportunities if Pine Street is added; Dan Miller stated the comparison we need to make; okay with consent decree, and then went over FLU map if benefits and doesn't damage, not a problem, point well taken and appreciated; happy to do whatever you need; let's put a date on it; get with Staff to go over everything; workshop outside of here, we not going to approve what's presented now; motion to approve what we received today; come back in November to discuss Pine Street.

Grant Watson, City Attorney asked Dan Miller do you know what the differences as we sit here might be between the Pine Street regulations as they exist compared to what the changes here; whether there's a negiable difference or meaniful difference. Dan Miller replied I know that Pine Street allows various commercial uses; don't know about the residential; happy to take it back and have some more discussion, if needs to be in; not a problem, consent decree, CRA's; in CRA as well.

Grant Watson, City Attorney stated I would think if there is something bringing a positive, more options to the area, more likely to be consistent with the consent decree; than limiting uses and opportunities, as the Chairman suggested come back at the next meeting a take a look at what is allowed in Pine Street compared to the mixed-use classification. Grant Watson, City Attorney stated that's the key and it doesn't sound like on the surface it will provide more opportunities. Grant Watson, City Attorney stated he thinks the Chairman suggestion was good one, basically just look at Pine Street during that meeting, what uses allowed; within this mixed classification, putting some of those into Pine Street; potentially a good thing or causes any harm, short term to see whether or not some opportunities can be expanded again in Pine Street; concern; causing harm, blocking or obstructing opportunity, on the surface probably bring more opportunities, but I don't know how everything that's in there might impact what currently exist; Staff will look over and come back to speak more clearly.

Kandi Harper, Deputy Director stated to Commissioner Marshall that she would like to know what area to encompass; Dixie up to Hall Circle and how far east would you like to go; desire to take in the hospital; downtown mixed-use does include intuitional, but we can stop short of that; Dan Miller stated we don't won't include the hospital, you have some historic structures on Mike Street, new businesses on Pine Street, Betty Stevenson Coney Center; if beneficial, no issue, have an activity area going well; don't won't to mess with it.

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

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

Chairman Sennett called for a vote on the first case.

Commissioner Marshall made a motion to APPROVE case # LSCP-24-211 – DOWNTOWN MIXED-USE EXPANSION with adding expanding Pine Street from Rambo for the November 21, 2024 Planning Commission meeting – SMALL SCALE COMPREHENSIVE PLAN AMENDMENT Vice-Chairman Sanders SECONDED the motion.

The roll call vote was:

Commissioner Carter Yes

Commissioner Bowersox	Yes
Chairman Sennett	Yes
Commissioner Kaplan	Yes
Commissioner O’Kelley	Yes
Commissioner Marshall	Yes
Commissioner Sanders	Yes

Seven yeas, no nays, the Planning Commission approved case # LSCP-24-211 – DOWNTOWN MIXED-USE EXPANSION with adding expanding Pine Street to Rambo for the November 21, 2024 Planning Commission meeting – LARGE SCALE COMPREHENSIVE PLAN AMENDMENT.

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

2) PUBLIC HEARING CASE # CPTA-24-347 – DOWNTOWN MIXED-USE EXPANSION – COMPREHENSIVE PLAN TEXT AMENDMENT

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA AMENDING THE CITY’S COMPREHENSIVE PLAN FUTURE LAND USE ELEMENT, GOAL 1, OBJECTIVE 1.1, ITEM H. “DOWNTOWN MIXED USE,” TO ALLOW THE EXPANSION OF THE EXISTING DOWNTOWN MIXED USE FUTURE LAND USE DESIGNATION, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE. **(CITY COMMISSION DATES ARE TENTATIVELY SCHEDULED FOR FIRST READING ON MONDAY, NOVEMBER 25TH, 2024 AND SECOND READING IS TENTATIVELY SCHEDULED FOR MONDAY, JANUARY 27TH, 2025)** (Downtown Mixed-Use Expansion Area CPTA)

Chairman Sennett called for a vote on the second case.

Commissioner Marshall made a motion to APPROVE case # CPTA-24-347 – DOWNTOWN MIXED-USE EXPANSION with adding expanding Pine Street from Rambo for the November 21, 2024 Planning Commission meeting – COMPREHENSIVE PLAN TEXT AMENDMENT Commissioner Bowersox SECONDED the motion.

The roll call vote was:

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

Seven yeas, no nays, the Planning Commission approved case # CPTA-24-347 – DOWNTOWN MIXED-USE EXPANSION with adding expanding Pine Street to



CITY OF LEESBURG PLANNING & ZONING DEPARTMENT RECOMMENDATIONS

DATE: October 24, 2024
PETITIONER: City of Leesburg
PROJECT: Downtown Mixed-Use Future Land Use Expansion Area
REQUEST: Expand the Downtown Mixed-Use Future Land Use district to create a cohesive, multi-use living experience adjacent to City of Leesburg's walkable downtown.
CASE NO.: CPTA-24-347

THE PLANNING & ZONING DEPARTMENT RECOMMENDS:

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

1. This project meets the requirements of Chapter 163.3184 Florida Statutes, for Large Scale Comprehensive Plan Amendments.
2. The proposed request is compatible with the existing downtown fabric, as the proposed land area is close to linear parks, pocket parks, city parks, personal services shops, retail shops, educational facilities, and many varied eating establishments, and is designed to enhance Leesburg's established core downtown.
3. The proposed request is compatible with the City's Comprehensive Plan, Future Land Use Element, Goal 1, especially Objective 1.4, Policies 1.4.2 and 1.4.8.

Action Requested:

1. Vote to **approve** the proposed amendment to the City's Comprehensive Plan, as shown in *Exhibit A*, and forward to the City Commission for consideration.

Exhibit A - Proposed Changes to Future Land Use Element, Goal 1, Objective 1.1, h. Downtown Mixed-Use

CURRENT:

Future Land Use Element, Goal 1, Objective 1.1:

h. Downtown Mixed-Use

The Downtown Mixed Use land use category is established to encourage economic activity, living quarters and local employment opportunities within the historic downtown of Leesburg. Downtown Mixed-Use land uses consist of a variety of retail, convenience, entertainment, personal, business and other professional services, as well as a diversity of housing types and churches. The downtown mixed use land use category is only permitted within the Leesburg Central Business District. Maximum gross residential density is 25 units per acre. Development in this category shall be limited to the following three land use categories:

- A. Commercial, office, retail sales and service, restaurants
- B. Residential townhomes/villas, apartments/condominiums, multi-family residential, single family residential. Residential dwellings shall be permitted above commercial, office or civic uses or attached to a commercial, office or civic building.
- C. Government, civic, institutional, places of worship, or recreational.

The balance of uses within a proposed downtown development site will be determined based on historic development patterns of the downtown and in negotiations with the Planning and Zoning Director or designated staff.

PROPOSED:

Future Land Use Element, Goal 1, Objective 1.1:

g. Downtown Mixed-Use

The Downtown Mixed Use land use category is established to encourage economic activity, living ~~quarters~~ spaces, and local employment opportunities within the historic downtown of Leesburg. Downtown Mixed-Use land uses consist of a variety of retail, convenience, entertainment, personal, business and other professional services, as well as a diversity of housing types and churches. The downtown mixed use land use category is ~~only~~ permitted within the Leesburg Central Business District, and vicinity, provided the change is compatible with the existing downtown fabric. Maximum gross residential density is 25 units/ per acre. Development in this category shall be limited to the following three land use categories:

- A. Commercial, office, retail sales and service, restaurants
- B. Residential townhomes/villas, apartments/condominiums, multi-family residential, single family residential. Residential dwellings shall be permitted above commercial, office or civic uses or attached to a commercial, office or civic building.
- C. Government, civic, institutional, places of worship, or recreational.

The balance of uses within a proposed downtown development site will be determined based on historic development patterns of the downtown and in negotiations with the Planning and Zoning Director or designated staff.

Max VanAllen

From: Plan_Review <Plan.Review@dep.state.fl.us>
Sent: Friday, January 10, 2025 5:14 PM
To: Max VanAllen; DCPexter@commerce.fl.gov
Cc: Plan_Review; Kandi Harper
Subject: Leesburg 24-07ESR Proposed

Categories: Follow Up

EXTERNAL EMAIL - USE CAUTION

To: Max Van Allen, Planner

Re: Leesburg 24-07ESR – Expedited State Review of Proposed Comprehensive Plan Amendment

The Office of Intergovernmental Programs of the Florida Department of Environmental Protection (Department) has reviewed the above-referenced amendment package under the provisions of Chapter 163, Florida Statutes. The Department conducted a detailed review that focused on potential adverse impacts to important state resources and facilities, specifically: air and water pollution; wetlands and other surface waters of the state; federal and state-owned lands and interest in lands, including state parks, greenways and trails, conservation easements; solid waste; and water and wastewater treatment.

Based on our review of the submitted amendment package, the Department has found no provision that, if adopted, would result in adverse impacts to important state resources subject to the Department's jurisdiction.

Please submit all future amendments by email to Plan.Review@FloridaDEP.gov. If your submittal is too large to send via email or if you need other assistance, contact Lindsay Weaver at (850) 717-9037.





Florida Department of Transportation

RON DESANTIS
GOVERNOR

719 S. Woodland Boulevard
DeLand, Florida 32720

JARED W. PERDUE, P.E.
SECRETARY

January 10, 2025

Mr. Max Van Allen, Planner
City of Leesburg
Planning and Zoning Department
204 North 5th Street
Leesburg, Florida 34749

Subject: City of Leesburg Proposed Comprehensive Plan Amendment 24-07ESR

Dear Mr. Van Allen,

Pursuant to Section 163.3184(3), Florida Statutes (F.S.), in its role as a reviewing agency as identified in Section 163.3184(1)(c), F.S., the Florida Department of Transportation (FDOT) reviewed proposed text amendment Leesburg 24-07ESR.

FDOT determined the proposed amendment has no significant adverse impacts to transportation resources or facilities of state importance

The amendment (locally known as CPTA 24-347) pertains to an ordinance amending the Comprehensive Plan Future Land Use Map Goal 1, Objective 1.1 to include new language that permits the future expansion of the existing Downtown Mixed-Use Area and vicinity for property containing 131.5+/- acres, provided the change is compatible with the existing downtown fabric.

The proposed amendment is not in conflict with the Future Land Use Element or with the Transportation Element. Leesburg 24-08ESR is the Map Amendment concurrently in process with this text amendment.

As noted above, this proposed amendment would allow the Mixed-Use District to expand outside of the existing Mixed-Use Area. The amendment may have an effect on transportation facilities with the potential increase in densities and intensities in the expanded area. The balance of uses within a proposed downtown development site will be determined based on historic development patterns of the downtown and in negotiations with the Planning and Zoning Director or designated staff.

Since it is not possible to identify under which circumstances applicants will request inclusion in the Mixed-Use District, the Department recommends that the city coordinate with the Department, as the developments move into the zoning and/or concurrency phase. This would provide the Department an opportunity to review any traffic related documentation (i.e., traffic studies, potential impacts and resulting mitigation) to the Strategic Highway System (SHS) and/or Strategic Intermodal System (SIS) within proximity to the proposed parcels.

We appreciate the opportunity to review the proposed amendment. Please transmit a copy of the amendment, along with the supporting data and analysis, to the District upon its adoption. The Department reserves the right to comment if the proposed amendment changes between transmittal and adoption.

Thank you for coordinating the review of this proposed amendment with FDOT. If you have any questions, you may contact me at 386-943-5457 or by email at james.rodriquez@dot.state.fl.us.

Sincerely,

A handwritten signature in black ink that reads "James Rodriguez". The signature is written in a cursive, flowing style.

James Rodriguez
Systems Planning Coordinator

cc: Donna Harris, FL Commerce
Janney Barron, Lake County

Tiffany Hill, FDOT
Melissa McKinney, FDOT

Max VanAllen

From: Steve Fitzgibbons <SFitzgibbons@sjrwmd.com>
Sent: Tuesday, January 7, 2025 1:57 PM
To: Kandi Harper; Max VanAllen
Cc: DCPexter@commerce.fl.gov
Subject: City of Leesburg proposed comprehensive plan amendments 24-07ESR and 24-08ESR

EXTERNAL EMAIL - USE CAUTION

Dear Ms. Harper,

St. Johns River Water Management District (District) staff have reviewed City of Leesburg proposed comprehensive plan amendments 24-07ESR and 24-08ESR in accordance with the provisions of Chapter 163, *Florida Statutes*. Based on review of the submitted materials, District staff have no comments on the proposed amendment.

If you have any questions or need additional information, please contact me.

Sincerely,
Steve Fitzgibbons

Steven Fitzgibbons, AICP
Intergovernmental Planner
St. Johns River Water Management District
7775 Baymeadows Way, Suite 102
Jacksonville, FL 32256
Office (386) 312-2369
Email: sfitzgib@sjrwmd.com
Website: www.sjrwmd.com
Connect with us: [Newsletter](#), [Facebook](#), [Twitter](#), [Instagram](#), [YouTube](#), [Pinterest](#)



www.sjrwmd.com/ePermit

We value your opinion. Please take a few minutes to share your comments on the service you received from the District by clicking this [link](#)

Notices

- Emails to and from the St. Johns River Water Management District are archived and, unless exempt or confidential by law, are subject to being made available to the public upon request. Users should not have an expectation of confidentiality or privacy.
- Individuals lobbying the District must be registered as lobbyists (§112.3261, Florida Statutes). Details, applicability and the registration form are available at <http://www.sjrwmd.com/lobbyist/>

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.A.3.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director)

Subject: An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 2.82 +/- acres, and being generally located east of Sleepy Hollow Road and south of Park Hill Avenue, lying in Section 29, Township 19 South, Range 25 East, Lake County, Florida; providing that said property so annexed shall be liable for its proportionate share of the existing and future indebtedness of said city; providing that such annexed property shall be subject to all laws and ordinances of said city as if all such territory had been a part of the City of Leesburg at the time of passage and approval of said laws and ordinances; providing that such annexed territory shall be placed in City Commission District 5; and providing an effective date. (Sunnyside View ANNX)

Staff Recommendation:

The Planning and Zoning Staff recommends approval of the proposed ordinance for annexation of 2.82 +/- acres.

Analysis:

The applicant has submitted a request for annexation of approximately 2.82 +/- acres, generally located east of Sleepy Hollow Road and south of Park Hill Avenue, as shown on the attached General Location Map. At this time, the property is undeveloped land. The current zoning is Lake County R-1 (Rural Residential); the proposed zoning is City R-1 (Low Density Residential). The reason for this request is to connect to city utilities. The proposal of the property is construct eight (8) single family houses.

The property is surrounded by Leesburg R-1-A (Single Family Residential) and SPUD (Small Planned Unit Development) as well as Lake County R-1 (Rural Residential), R-3 (Medium Residential), and R-4 (Medium Suburban Residential). No negative impacts are anticipated to adjacent properties.

Also, on this City Commission agenda, is a Small-Scale Comprehensive Plan Amendment, which along with the Rezoning Application, had recommendations for approval from the staff and Planning Commission at the public hearing held on November 21, 2024.

Procurement Analysis:

N/A

Options:

1. Approve the requested annexation. This would give the City jurisdiction over the use and future development of the subject site and provide for the application of City standards to this property; or
2. Disapprove the proposed annexation and allow the property to remain in the County.

Fiscal Impact:

A positive fiscal impact will result from the annexation of this property due to increased tax revenue added to the General Fund.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, ANNEXING CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 2.82 +/- ACRES, AND BEING GENERALLY LOCATED EAST OF SLEEPY HOLLOW ROAD AND SOUTH OF PARK HILL AVENUE, LYING IN SECTION 29, TOWNSHIP 19 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; PROVIDING THAT SAID PROPERTY SO ANNEXED SHALL BE LIABLE FOR ITS PROPORTIONATE SHARE OF THE EXISTING AND FUTURE INDEBTEDNESS OF SAID CITY; PROVIDING THAT SUCH ANNEXED PROPERTY SHALL BE SUBJECT TO ALL LAWS AND ORDINANCES OF SAID CITY AS IF ALL SUCH TERRITORY HAD BEEN A PART OF THE CITY OF LEESBURG AT THE TIME OF PASSAGE AND APPROVAL OF SAID LAWS AND ORDINANCES; PROVIDING THAT SUCH ANNEXED TERRITORY SHALL BE PLACED IN CITY COMMISSION DISTRICT 5; AND PROVIDING AN EFFECTIVE DATE. (SUNNYSIDE VIEW ANNX)

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that;

Section 1.

Based upon the petition of Alexandre Trein, Petitioner, "Permittee" for the property hereinafter described, shall be annexed into the city limits of the City of Leesburg, Florida, which petition has heretofore been approved by the City Commission of the City of Leesburg, Florida, pursuant to the provisions of the Laws of Florida, the hereinafter described property is hereby annexed and made a part of the city limits of the City of Leesburg, Florida. The subject property lying and situated in Lake County, Florida, is more particularly described as:

**Legal Description
(See Exhibit A);**

Section 2.

All of the property, real and personal, within said annexed territory, described in Section 1 above, as provided by this ordinance, and the inhabitants thereof, shall be subject to the government, jurisdiction, powers, franchises, duties, and privileges of the City of Leesburg, Florida, and the said annexed property shall be liable, proportionately, for all of the present outstanding and existing, as well as future, indebtedness of the City of Leesburg, Florida; that all of the ordinances of the City of Leesburg, and all the laws heretofore passed by the Legislature of the State of Florida relating to and which now or hereafter constitute its Charter, shall apply to and have the same force and effect on such annexed territory as if all such annexed territory had been a part of the City of Leesburg, Florida, at the time of the passage and approval of said laws and ordinances. The property annexed hereby is assigned to City Commission District 5.;

Section 3.

All ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed;

Section 4.

This ordinance shall become effective immediately upon approval at second reading.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

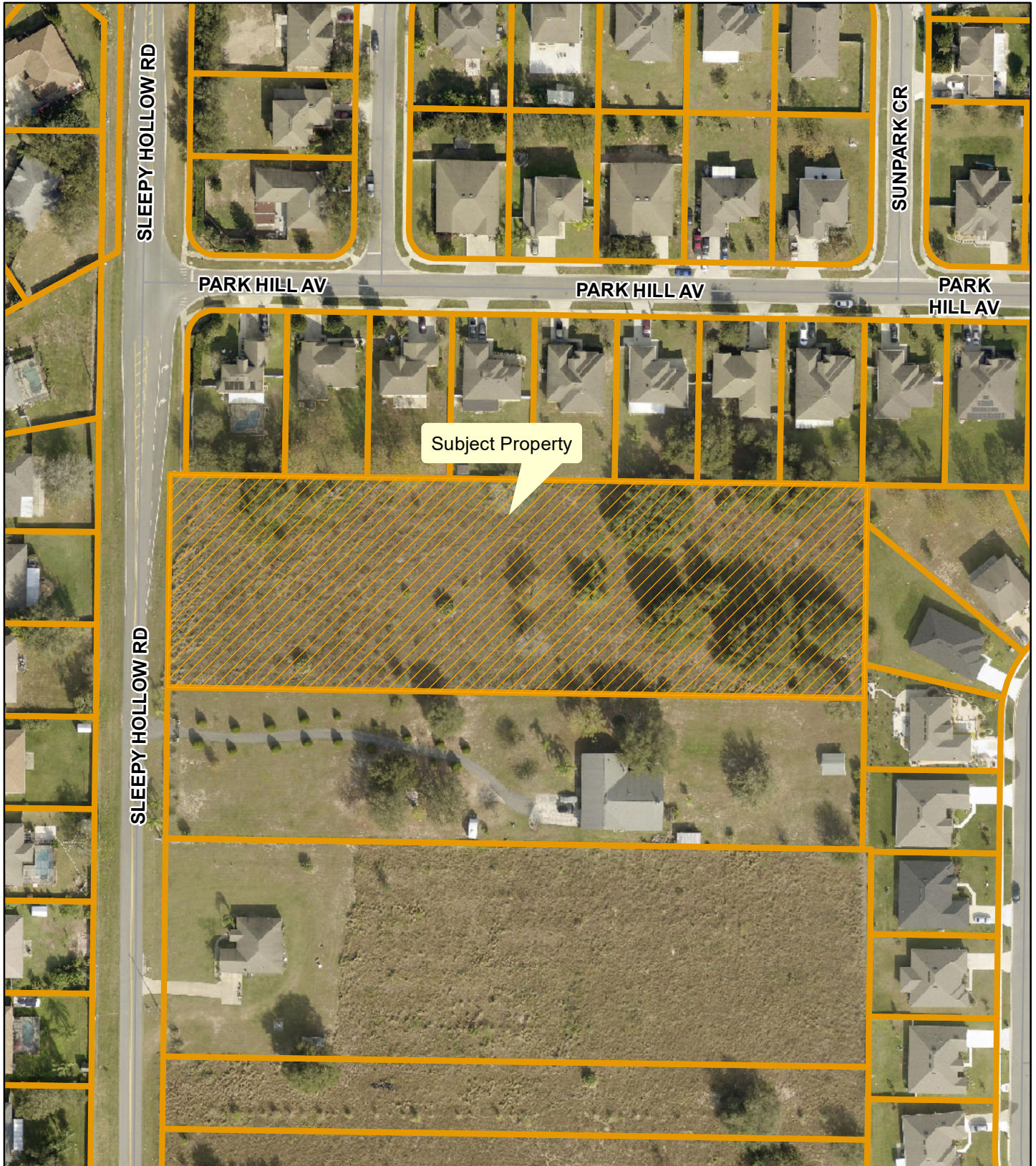
City Clerk

Sunnyside View Residence
ANNX-24-333, SSCP-24-334, RZ-24-335

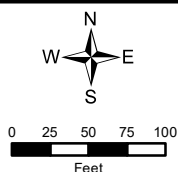
LEGAL DESCRIPTION

The North 1/2 of the Northwest 1/4 of the Southwest 1/4 of the Northeast 1/4 of Section 29, Township 19 South, Range 25 East, in Lake County, Florida, LESS the South 137.54 feet thereof, ALSO LESS the East 8.00 feet thereof, ALSO LESS the West 25.00 feet thereof.

Aerial

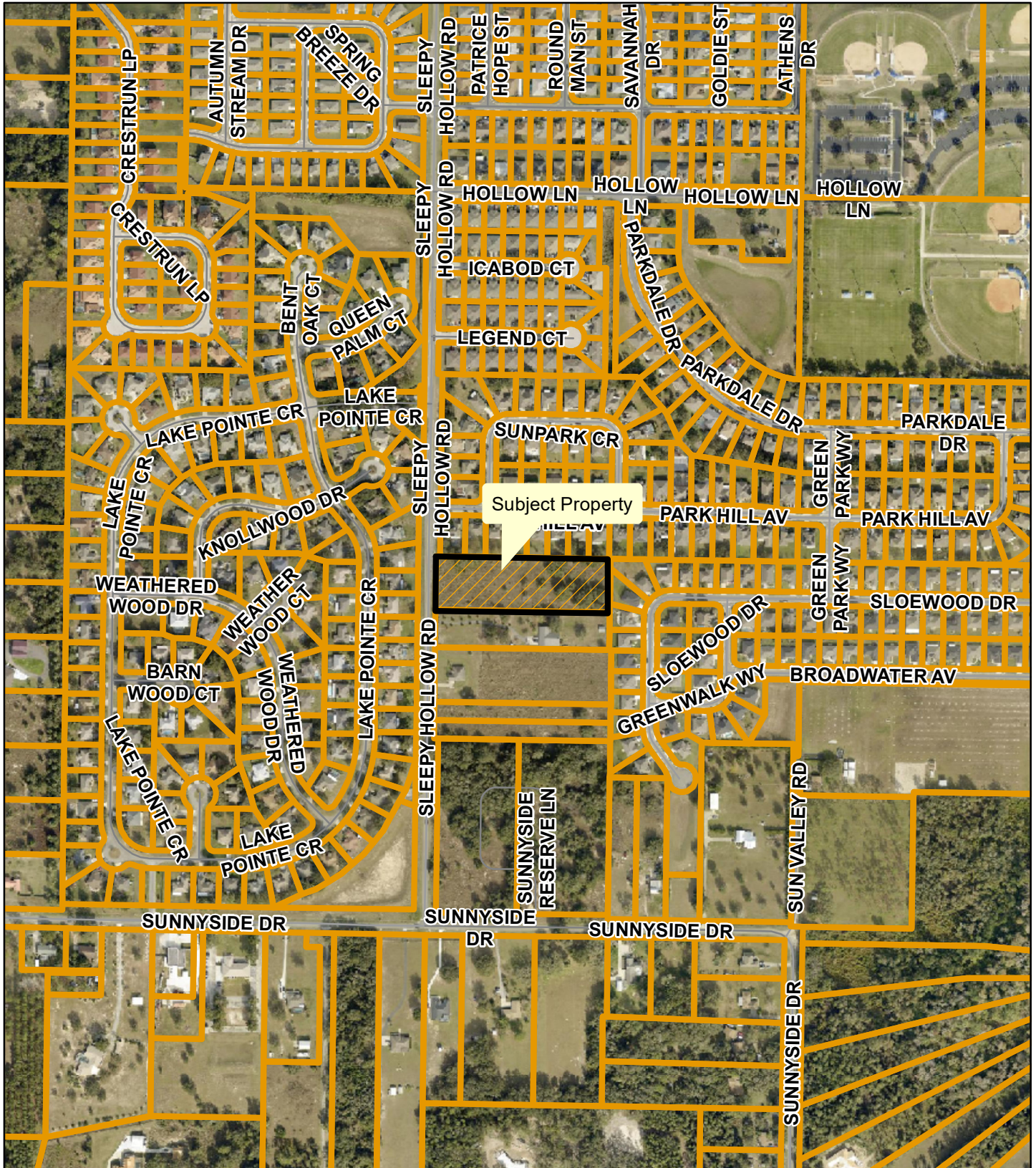


**Planning
& Zoning
Division**

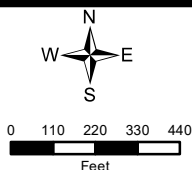


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Extended Aerial

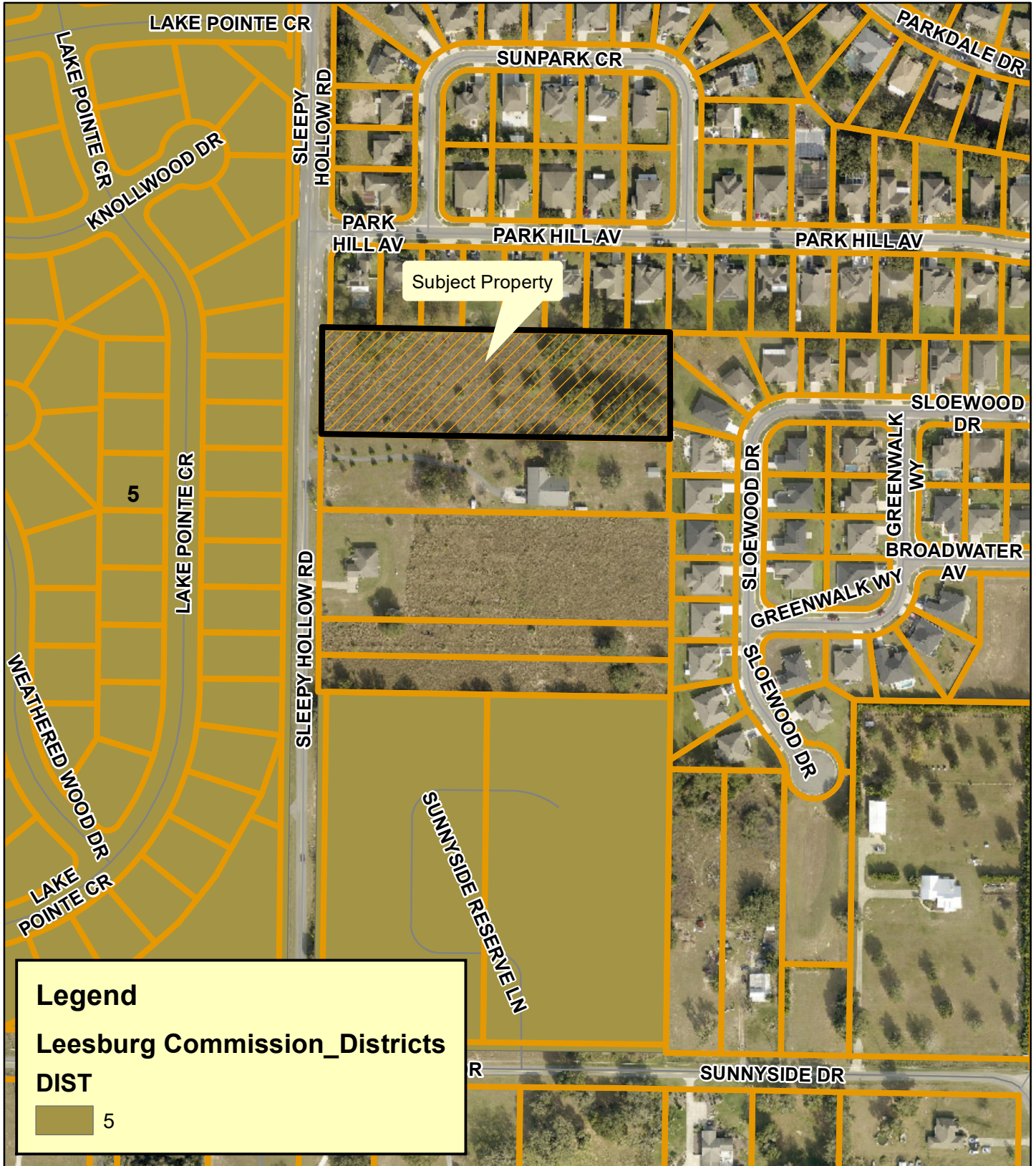


**Planning
& Zoning
Division**

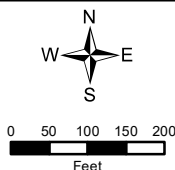


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Commission District

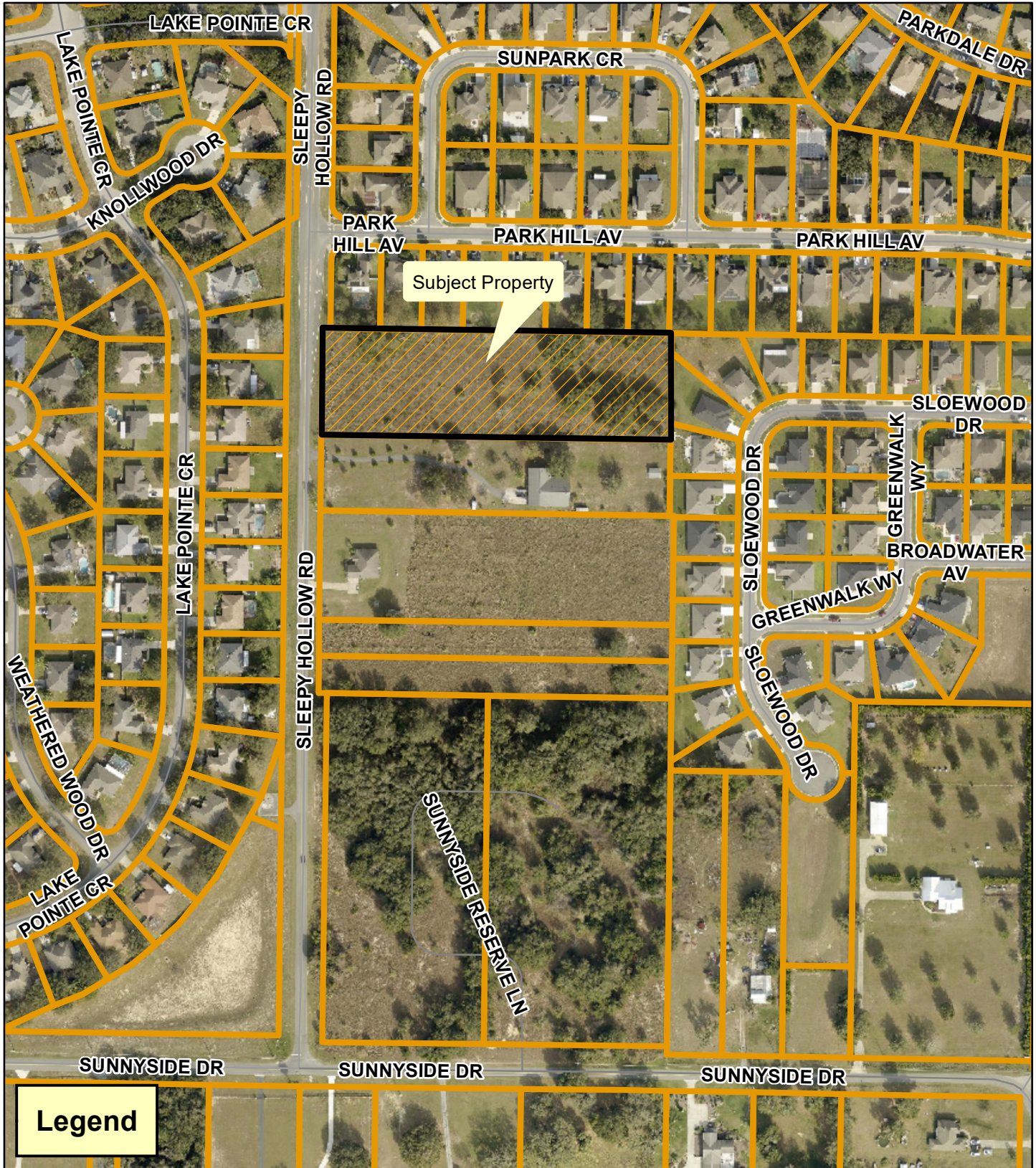


**Planning
& Zoning
Division**



ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

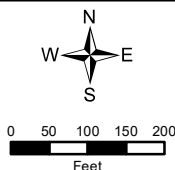
Community Redevelopment Area



Legend



Planning
& Zoning
Division



ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.A.4.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director)

Subject: An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 2.82 +/- acres from Lake County Urban Low Density to City of Leesburg (SEM) Sunnyside Estates Medium, for a property generally located east of Sleepy Hollow Road and south of Park Hill Avenue, lying in Section 29, Township 19 South, Range 25 East, Lake County, Florida; and providing an effective date. (Sunnyside View SSCP)

Staff Recommendation:

The Planning & Zoning Staff and the Planning Commission recommend approval of the proposed large-scale comp plan amendment of the City's Future Land Use Map on 2.82 +/- acres from Lake County Urban Low Density to City of Leesburg (SEM) Sunnyside Estates Medium.

Analysis:

The project site is approximately 2.82 acres. The property is generally located east of Sleepy Hollow Road and south of Park Hill Avenue. Currently, the property is undeveloped acreage. The proposed use is for residential. The surrounding Future Land Use Map designations of Lake County Urban Low Density and Rural Transition and City of Leesburg Sunnyside Estates are compatible, as conditioned in the Rezoning, with the proposed future land use designation of City (SEM) Sunnyside Estates Medium. The proposed zoning designation of City R-1 (Low Density Residential) will provide for development that is consistent with the City's adopted Growth Management Plan and would allow an appropriate use for the property.

This property lies within the ISBA (Interlocal Service Boundary Area) agreement. This agreement, which was approved by City Commission on November 24, 2014, allows property within the ISBA area but outside the current city limits to be annexed and obtain City of Leesburg utility services.

The Planning Commission held a public hearing on the application on November 21, 2024, and recommended approval.

Procurement Analysis:

N/A

Options:

1. Approve the requested large-scale comprehensive plan amendment from Lake County Urban Low Density to City of Leesburg (SEM) Sunnyside Estates Medium; or
2. Other such action as the Commission may deem appropriate.

Fiscal Impact:

There is no direct fiscal impact to the City for this action. Future development of the property will increase this anticipated impact from collection of impact fees, ad valorem taxes and utility charges.

Future development of this site will create a substantial positive fiscal impact on the City of Leesburg, in the form of impact and utility fees, plus ad valorem taxes.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF THE CITY OF LEESBURG, CHANGING THE FUTURE LAND USE MAP DESIGNATION OF CERTAIN PROPERTY CONTAINING 2.82 +/- ACRES FROM LAKE COUNTY URBAN LOW DENSITY TO CITY OF LEESBURG (SEM) SUNNYSIDE ESTATES MEDIUM, FOR A PROPERTY GENERALLY LOCATED EAST OF SLEEPY HOLLOW ROAD AND SOUTH OF PARK HILL AVENUE, LYING IN SECTION 29, TOWNSHIP 19 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (SUNNYSIDE VIEW SSCP)

WHEREAS, the City Commission has received written objections, recommendations, and comments from the City of Leesburg Planning Commission, acting as the Local Planning Agenda, regarding amendment of the Comprehensive Plan of the City of Leesburg, and has made recommendations to the City Commission for amendment of the Plan; and

WHEREAS, the City Commission of the City of Leesburg has held public hearings on the proposed amendment to the plan, in light of written comments, proposals and objections from the general public;

NOW, THEREFORE,

BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that;

Section 1.

The Growth Management Plan of the City of Leesburg, adopted by the City of Leesburg on December 10, 2012, pursuant to the Community Planning Act of 2011, Chapter 163, Part II, Florida Statutes, after public hearings by the City of Leesburg Planning Commission, is hereby amended in the following manner;

The Future Land Use Map is amended by changing the designation of approximately 2.82 acres of land generally located east of Sleepy Hollow Road and south of Park Hill Avenue from Lake County Urban Low Density to City of Leesburg (SEM) Sunnyside Estates Medium, as shown on the revised map of said area, lying in Section 29, Township 19 South, Range 25 East, Lake County Florida;

Section 2.

All ordinances or parts of ordinances in conflict the any of the provisions of this ordinance are hereby repealed;

Section 3.

This ordinance shall become effective upon its passage and adoption, according to law.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the 27th day of January 2025.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

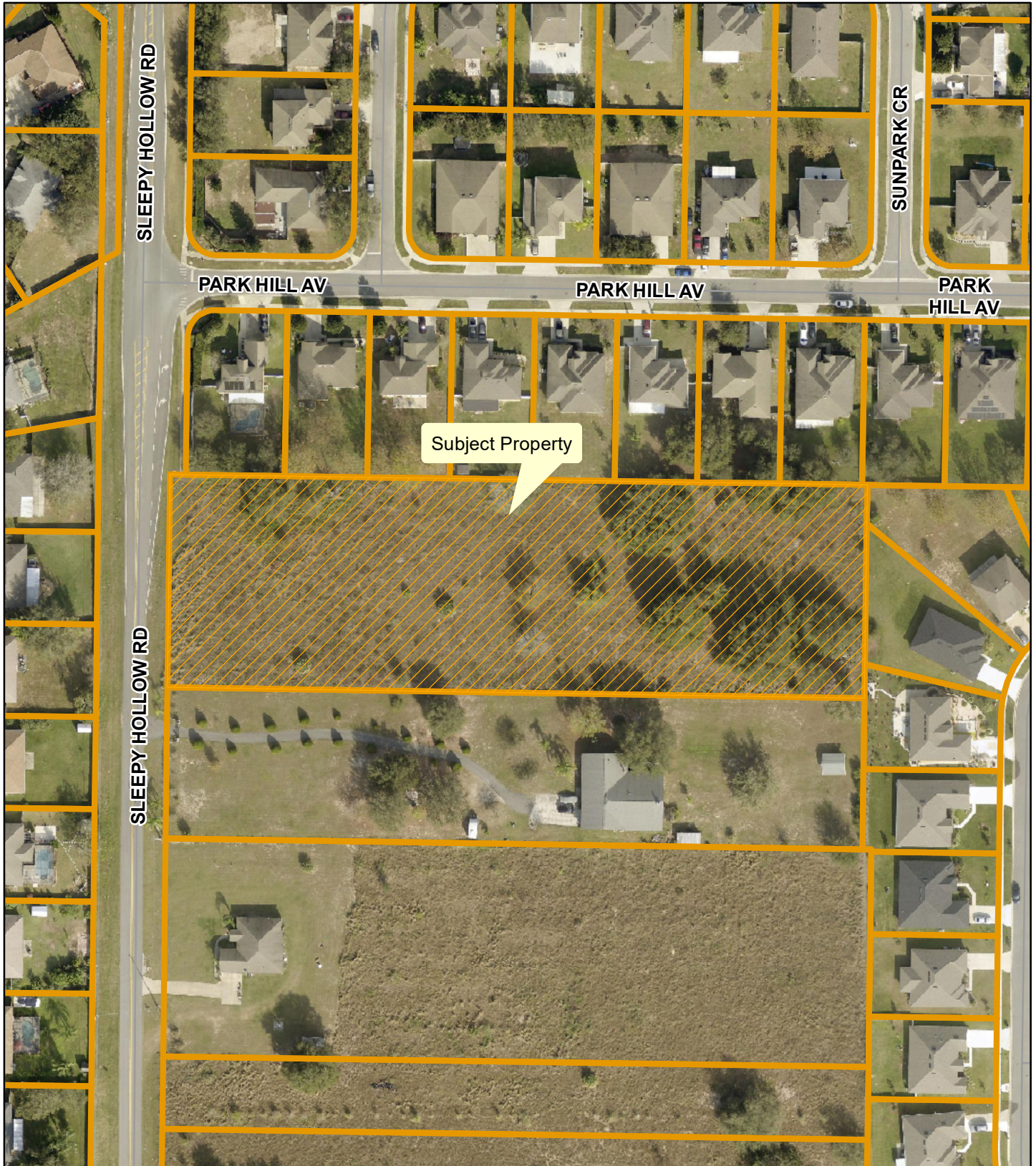
City Clerk

Sunnyside View Residence
ANNX-24-333, SSCP-24-334, RZ-24-335

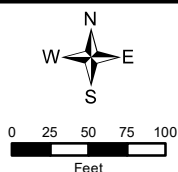
LEGAL DESCRIPTION

The North 1/2 of the Northwest 1/4 of the Southwest 1/4 of the Northeast 1/4 of Section 29, Township 19 South, Range 25 East, in Lake County, Florida, LESS the South 137.54 feet thereof, ALSO LESS the East 8.00 feet thereof, ALSO LESS the West 25.00 feet thereof.

Aerial

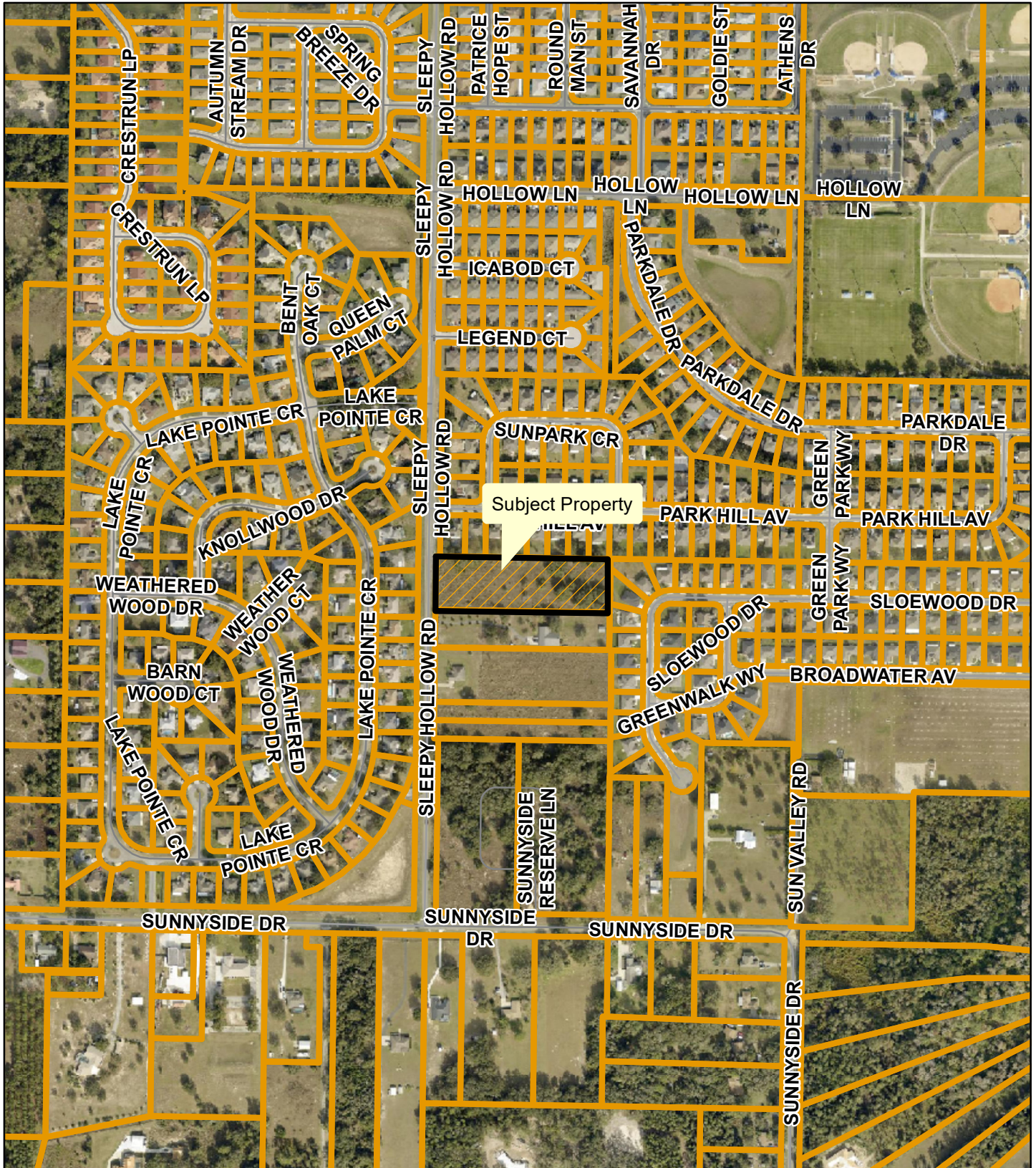


**Planning
& Zoning
Division**

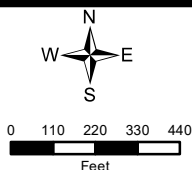


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Extended Aerial

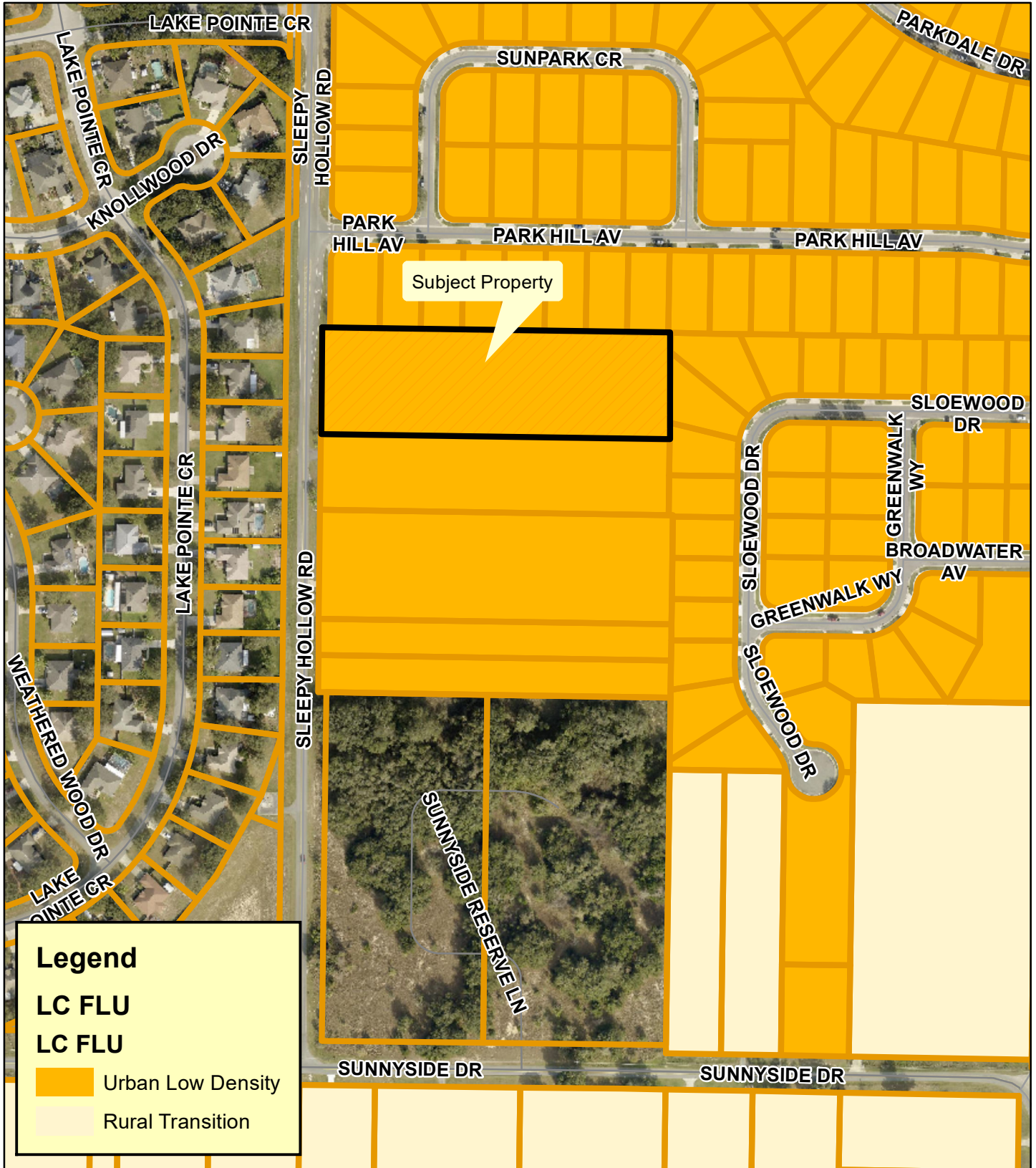


**Planning
& Zoning
Division**

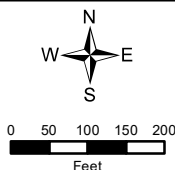


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Lake County Future Land Use

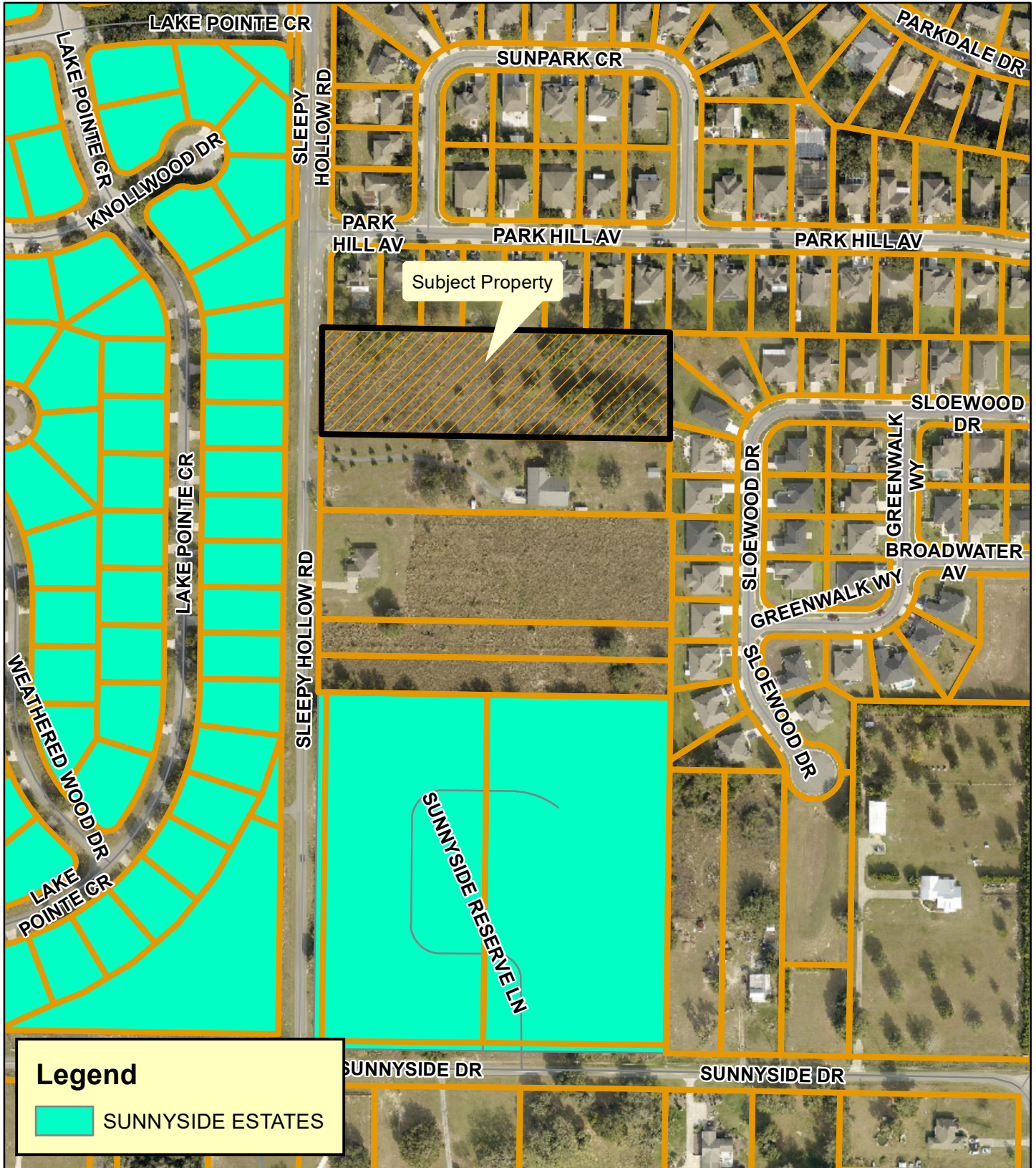


**Planning
& Zoning
Division**

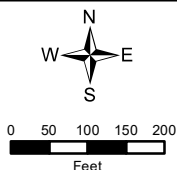


ANNX-24-333, SSCP-24-334, RZ-24-335
 Sunnyside View Residences
 Sleepy Hollow Road
 AK # 3808526
 October 29, 2024

Future Land Use

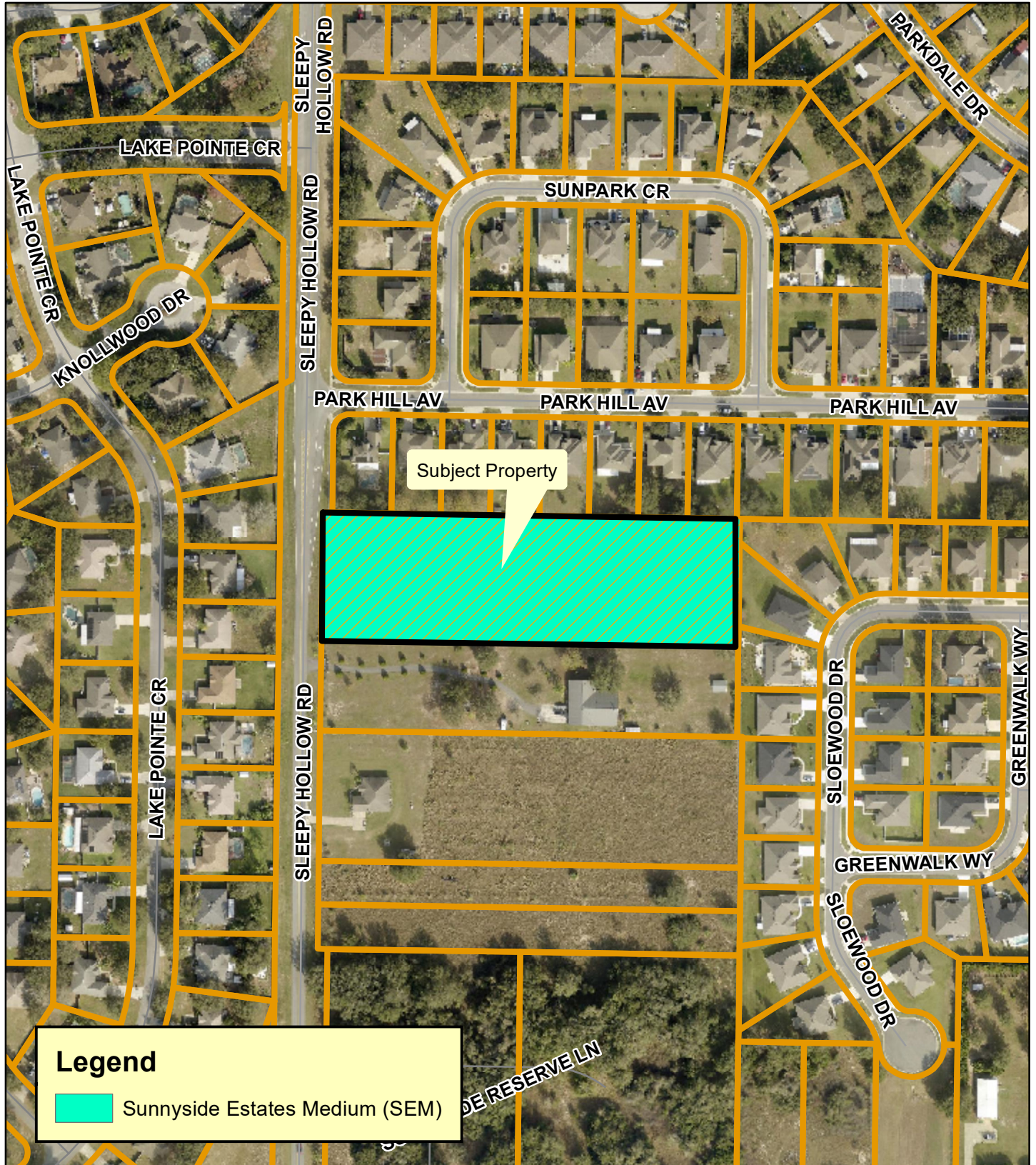


**Planning
& Zoning
Division**

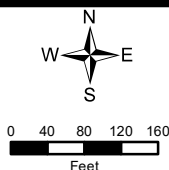


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Proposed Future Land Use

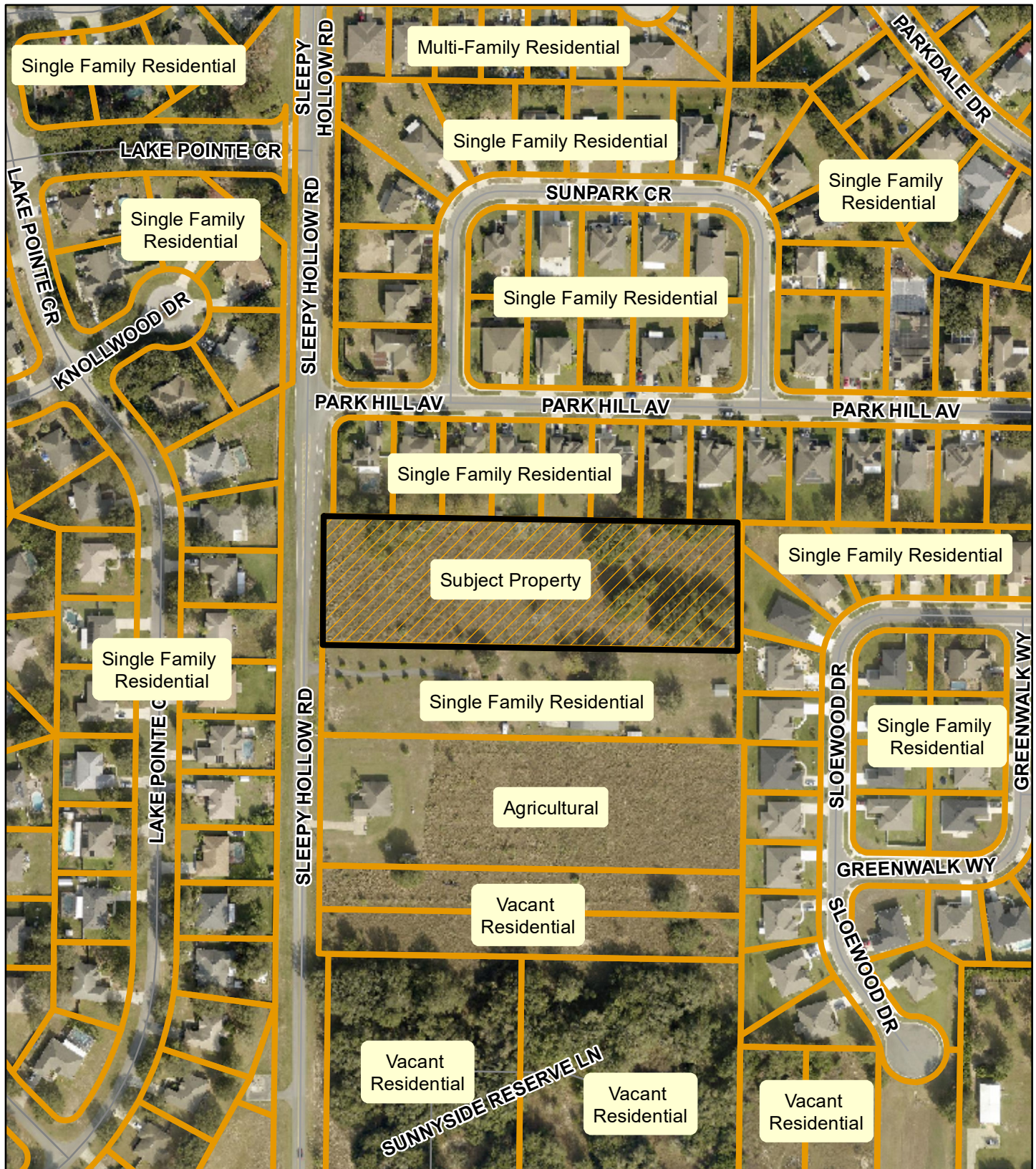


**Planning
& Zoning
Division**

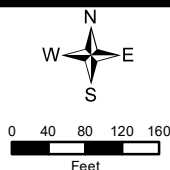


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Surrounding Land Uses

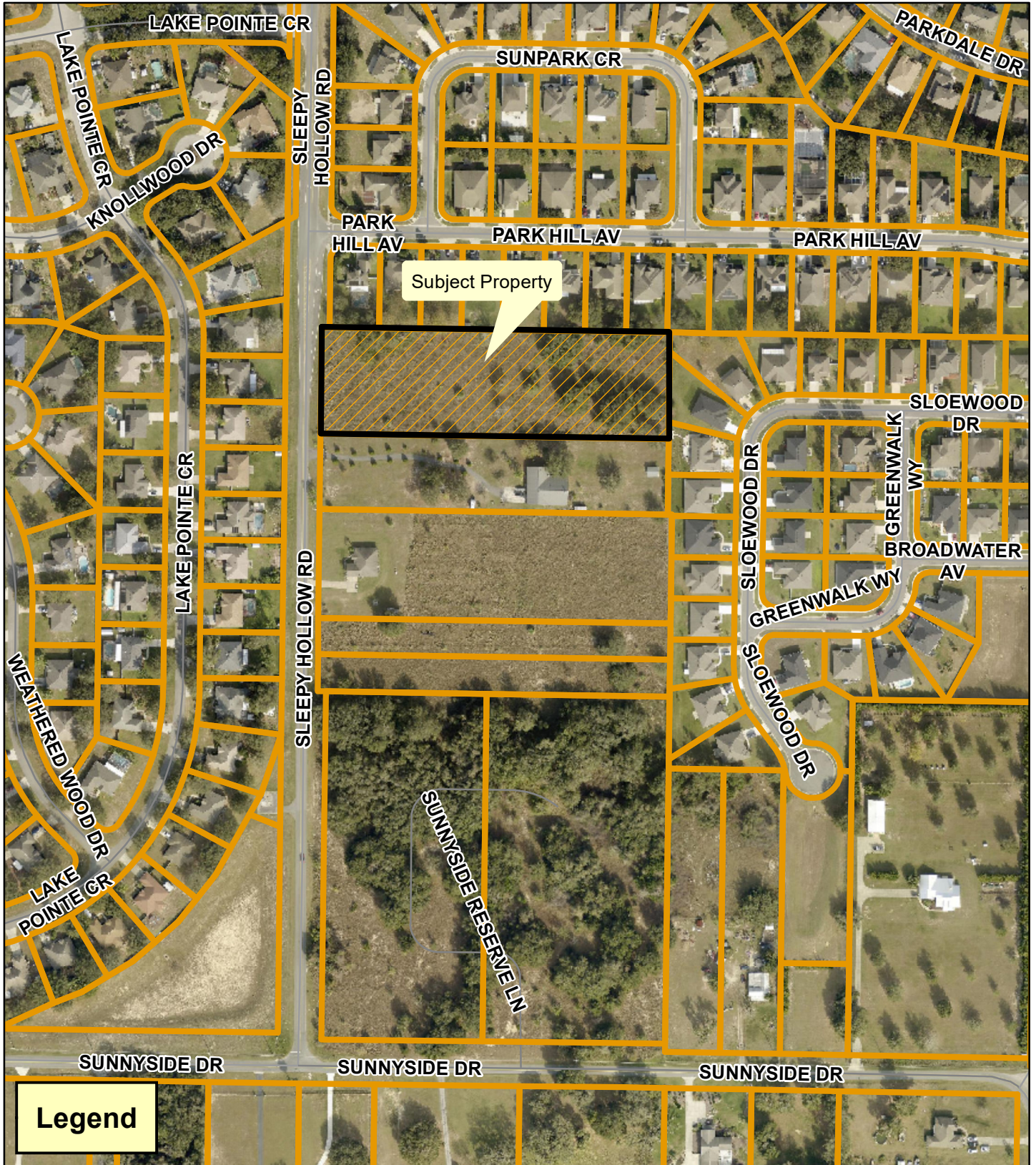


**Planning
& Zoning
Division**

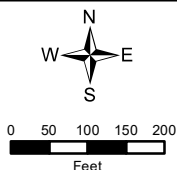


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Flood Zone and Wetlands



**Planning
& Zoning
Division**



ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Density Bands - Sunnyside Estates



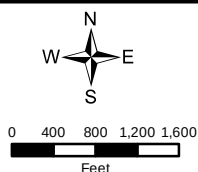
Legend:

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|--|--|---|--|
|  SEC (Sunnyside Estates Corridor FLU) |  SEM (Sunnyside Estates Medium FLU) |  SEL (Sunnyside Estates Low FLU) |  SEV (Sunnyside Estates Very Low FLU) |
|--|--|---|--|

Sunnyside Estates area referenced from June 2004, Sunnyside Task Force Study Report, City of Leesburg, Resolution Number 7158.



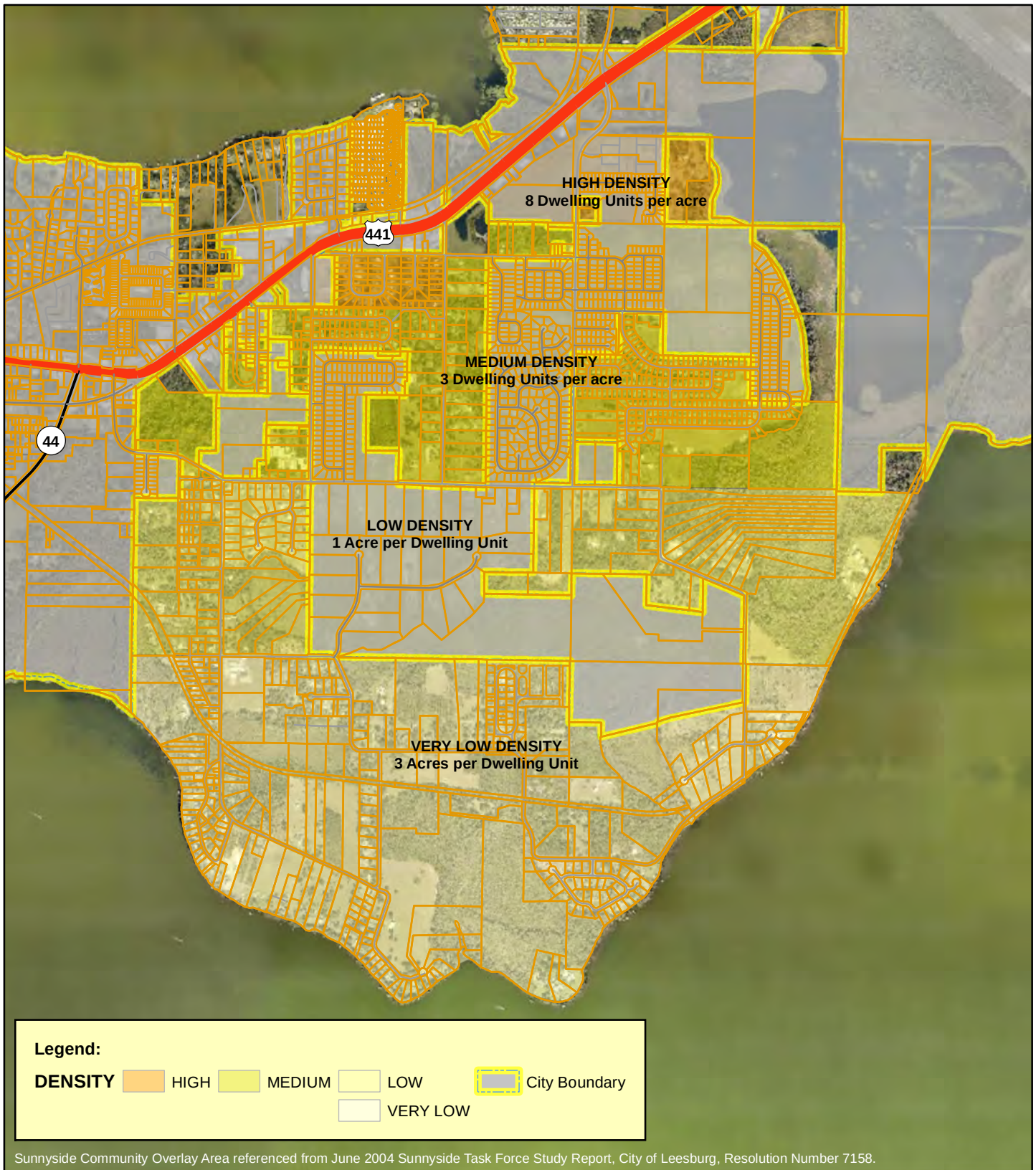
**Planning
& Zoning
Division**



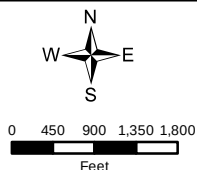
Density Bands - Sunnyside Estates

Sections 19, 20, 21, 28, 29, 30, and 32; Township 19 South; Range 25 East
February 1, 2024

Sunnyside Community Densities



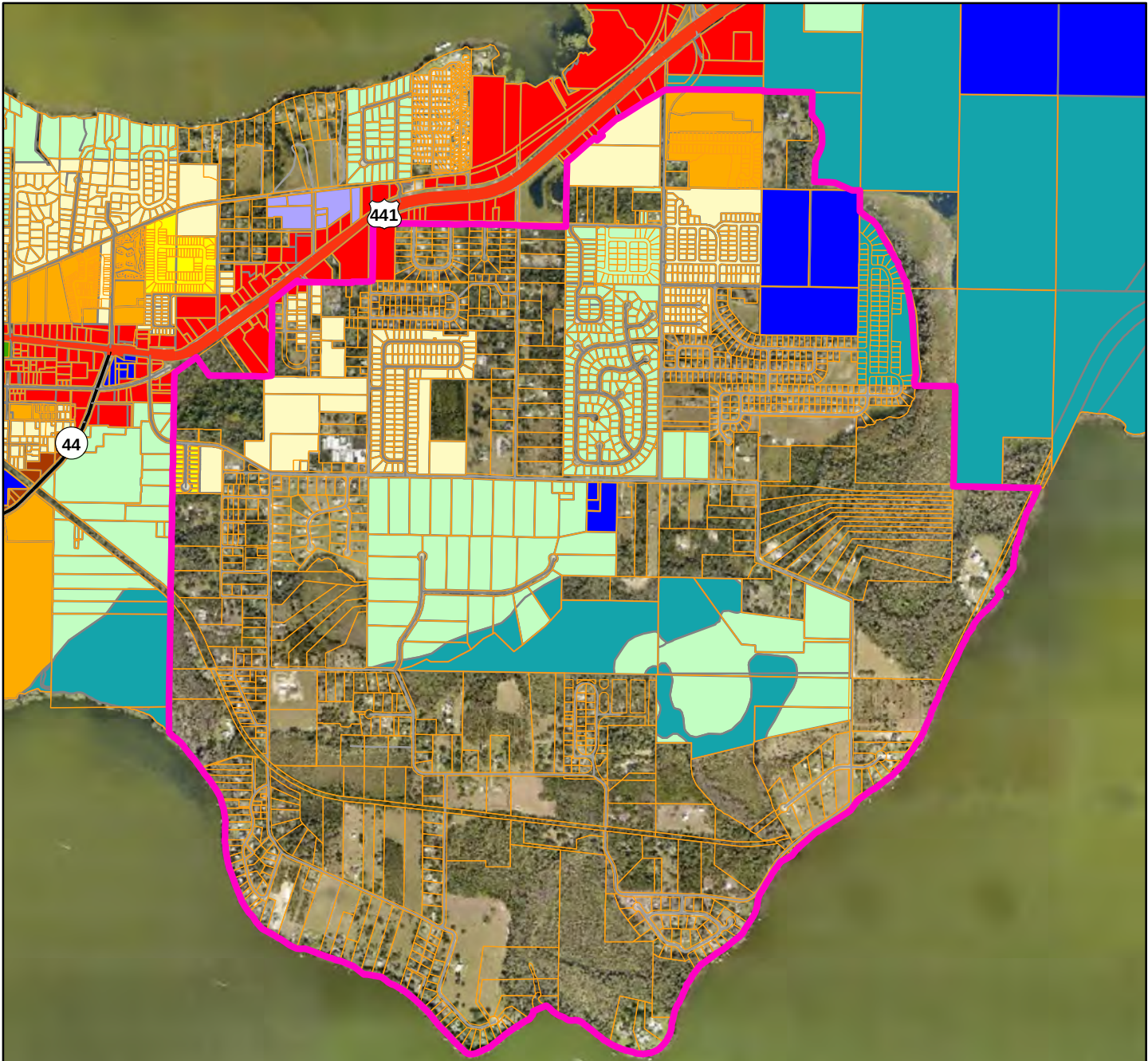
**Planning
& Zoning
Division**



Sunnyside Zoning Densities:

High Density Residential - 8 dwelling units per acre
Medium Density Residential - 3 dwelling units per acre
Low Density Residential - 1 acre per dwelling unit
Very Low Density Residential - 3 acres per dwelling unit

City of Leesburg Future Land Use - Sunnyside Estates Area



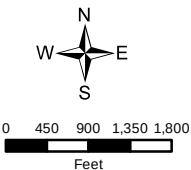
Legend:
 Sunnyside Estates Boundary

ESTATE RESIDENTIAL	HIGH DENSITY RESIDENTIAL	INDUSTRIAL	CONSERVATION
LOW DENSITY RESIDENTIAL	TRANSITIONAL	RECREATIONAL TRAILS	
MEDIUM DENSITY RESIDENTIAL	GENERAL COMMERCIAL	INSTITUTIONAL	

Sunnyside Estates area referenced from June 2004, Sunnyside Task Force Study Report, City of Leesburg, Resolution Number 7158.

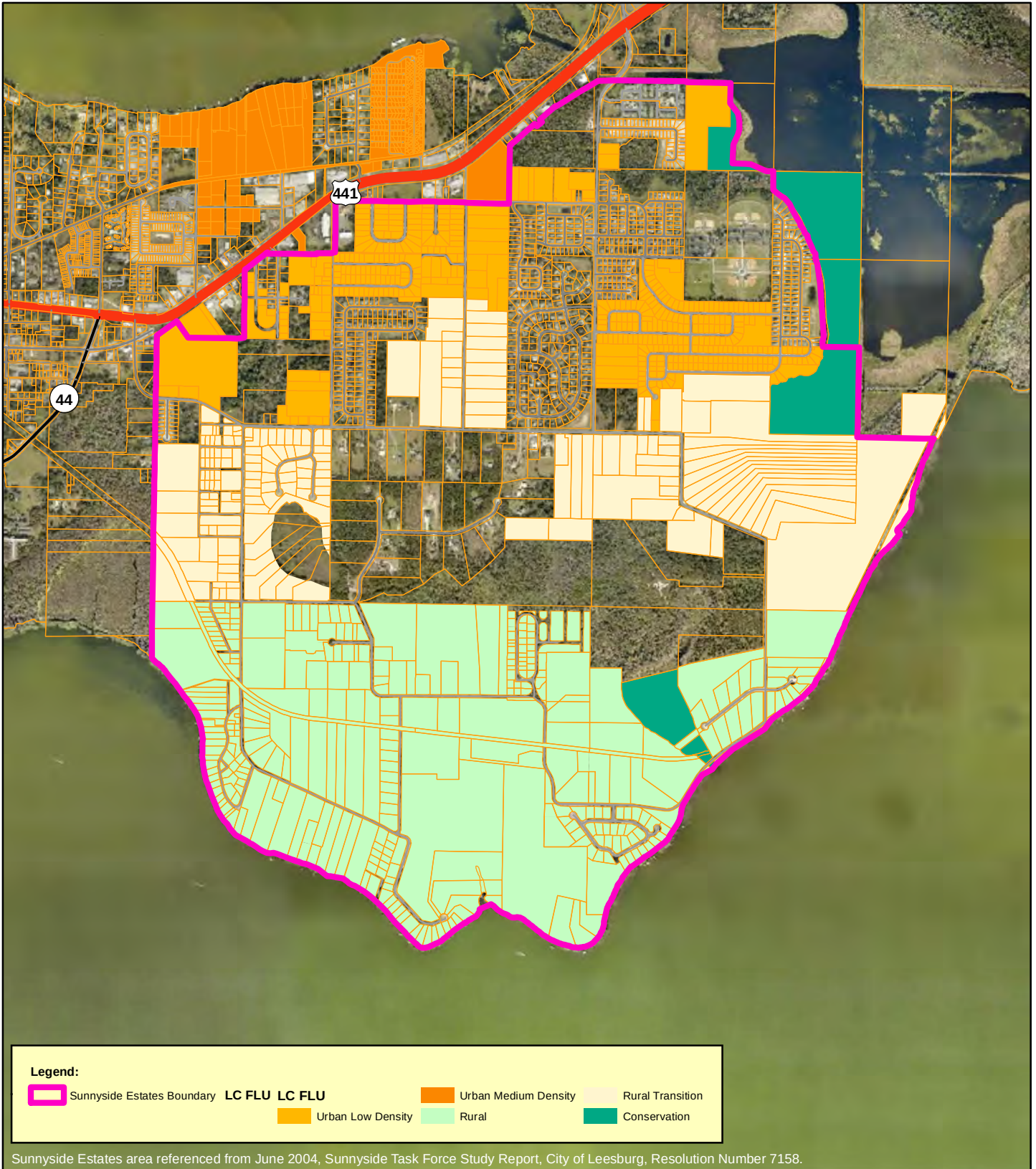


**Planning
& Zoning
Division**

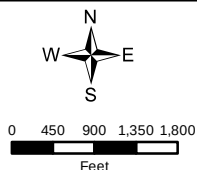


City of Leesburg Future Land Use - Sunnyside Estates Area
Sections 19, 20, 21, 28, 29, 30, and 32; Township 19 South; Range 25 East
May 1, 2024

Lake County Future Land Use - Sunnyside Estates Area



**Planning
& Zoning
Division**



Lake County Future Land Use - Sunnyside Estates Area
Sections 19, 20, 21, 28, 29, 30, and 32; Township 19 South; Range 25 East
May 1, 2024

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.A.5.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director)

Subject: An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 2.82 +/- acres from Lake County R-1 (Rural Residential) to City of Leesburg R-1 (Low Density Residential) to allow for a residential development for a property generally located east of Sleepy Hollow Road and south of Park Hill Avenue, lying in Section 29, Township 19 South, Range 25 East, Lake County, Florida; and providing an effective date. (Sunnyside View Rezoning)

Staff Recommendation:

Planning and Zoning Staff and Planning Commission recommend approval of the request to rezone the subject property from Lake County R-1 (Rural Residential) to City of Leesburg R-1 (Low Density Residential) to allow for residential uses.

Analysis:

The project site is approximately 2.82 +/- acres, and is generally located east of Sleepy Hollow Road and south of Park Hill Avenue as shown on the attached maps. At this time, the property is undeveloped acreage. The proposal will allow for the construction of eight (8) single family homes. The existing land uses surrounding the property are residential and undeveloped acreage. City of Leesburg utilities are available nearby.

Procurement Analysis:

N/A

Options:

1. Approve the proposed rezoning to City R-1 (Low Density Residential); or
2. Other such action as the Commission may deem appropriate.

Fiscal Impact:

Existing development on this site will create a positive fiscal impact on the City of Leesburg, in the form of impact and utility fees, plus ad valorem taxes.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE ZONING ON APPROXIMATELY 2.82 +/- ACRES FROM LAKE COUNTY R-1 (RURAL RESIDENTIAL) TO CITY OF LEESBURG R-1 (LOW DENSITY RESIDENTIAL) TO ALLOW FOR A RESIDENTIAL DEVELOPMENT FOR A PROPERTY GENERALLY LOCATED EAST OF SLEEPY HOLLOW ROAD AND SOUTH OF PARK HILL AVENUE, LYING IN SECTION 29, TOWNSHIP 19 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (SUNNYSIDE VIEW REZONING)

BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that:

Section 1.

Based upon the petition of Alexandre Trein, Ameristar Group, Inc. of the property hereinafter described, which petition has heretofore been approved by the City Commission of the City of Leesburg, Florida pursuant to the provisions of the Laws of Florida, the said property located in Lake County, Florida, is hereby rezoned from Lake County R-1 (Rural Residential) to City of Leesburg R-1 (Low Density Residential), to-wit:

**(Legal Description)
(See Exhibit A)**

Section 2.

This ordinance shall become effective upon its passage and adoption, according to law.

PASSED AND ADOPTED at the regular meeting of the City Commission of the City of Leesburg, Florida, held on the 27th day of January 2025.

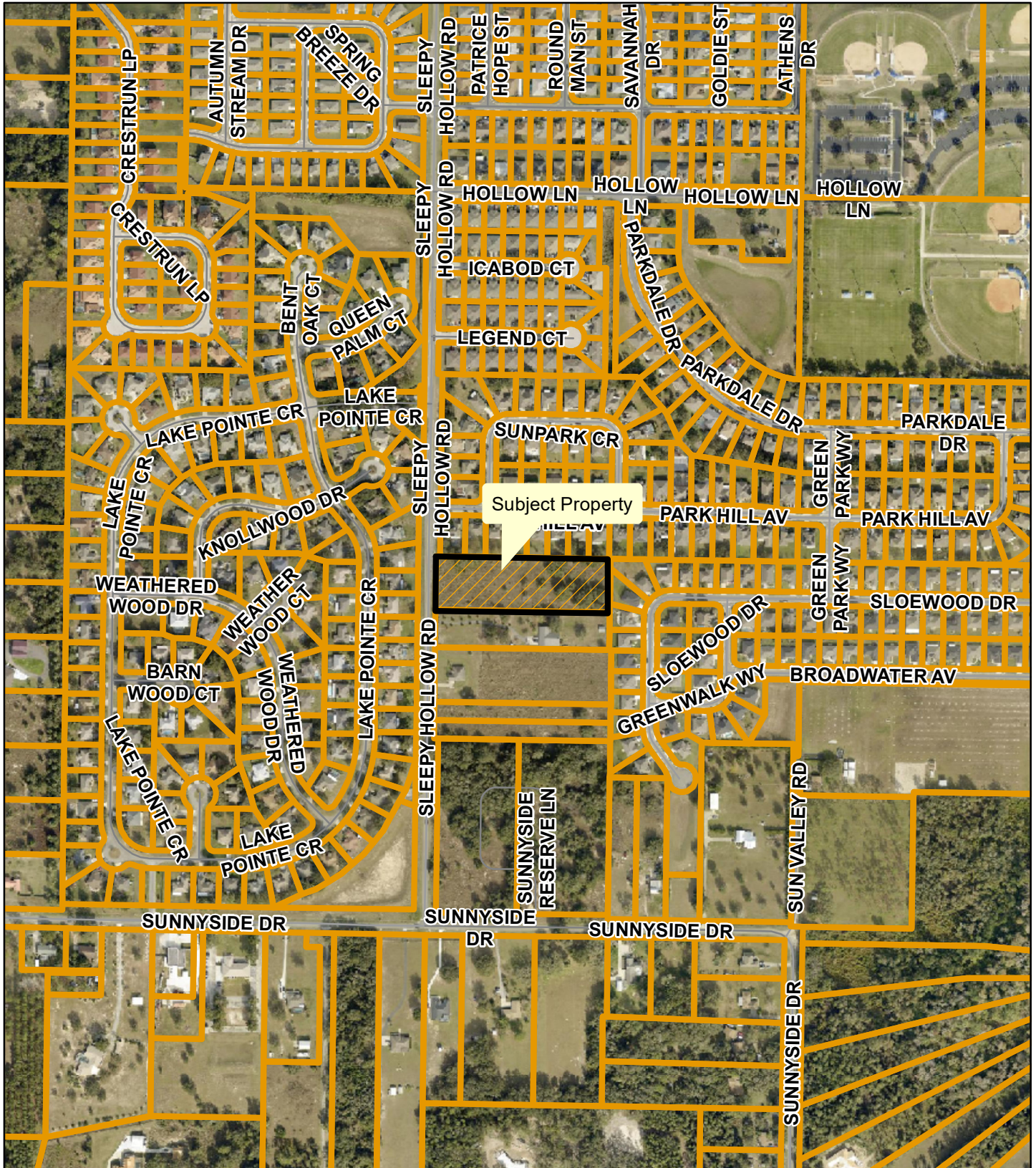
THE CITY OF LEESBURG, FLORIDA

Mayor

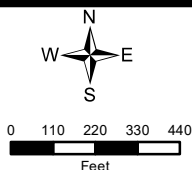
ATTEST:

City Clerk

Extended Aerial

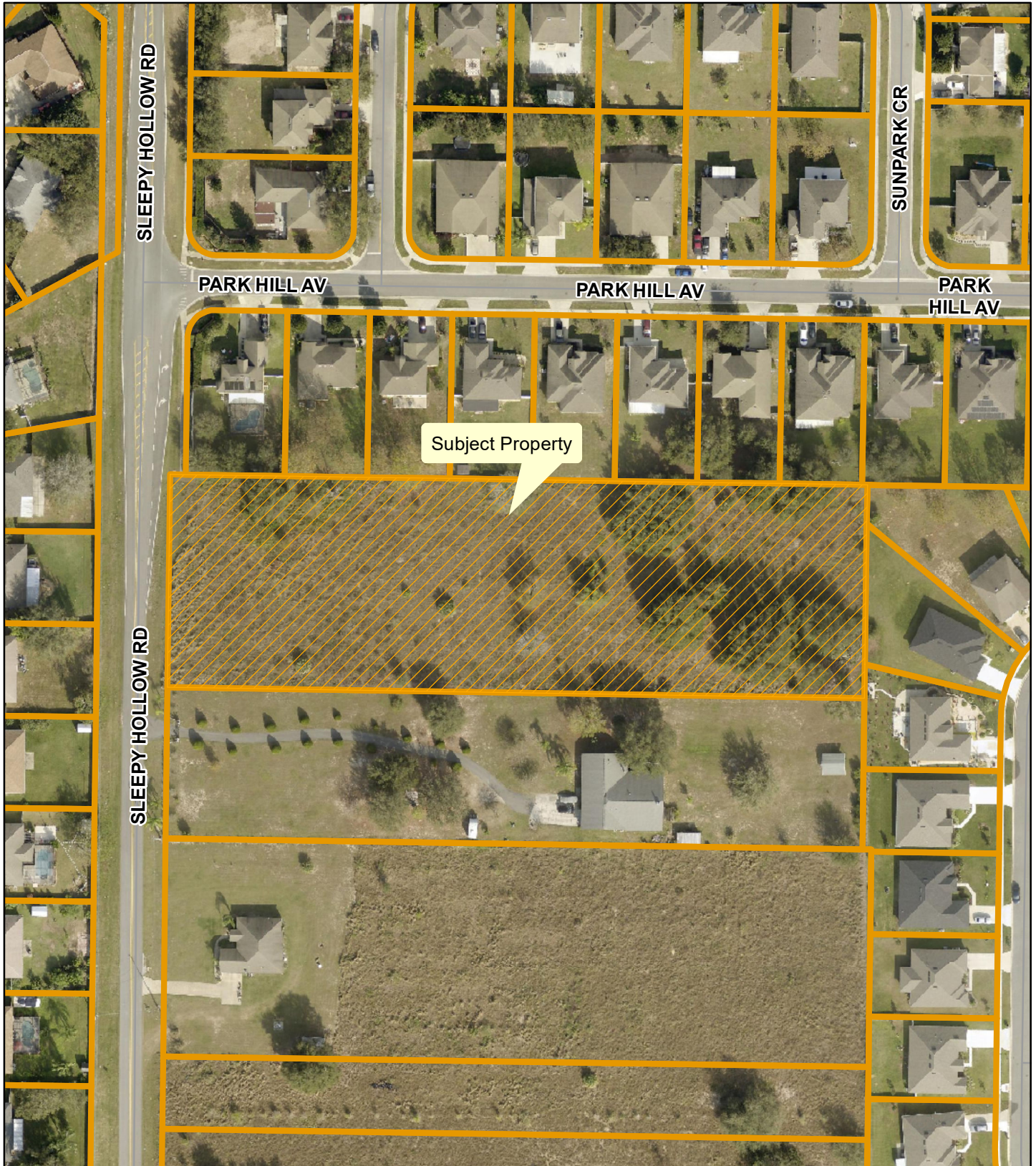


**Planning
& Zoning
Division**

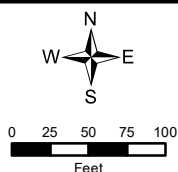


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Aerial



**Planning
& Zoning
Division**



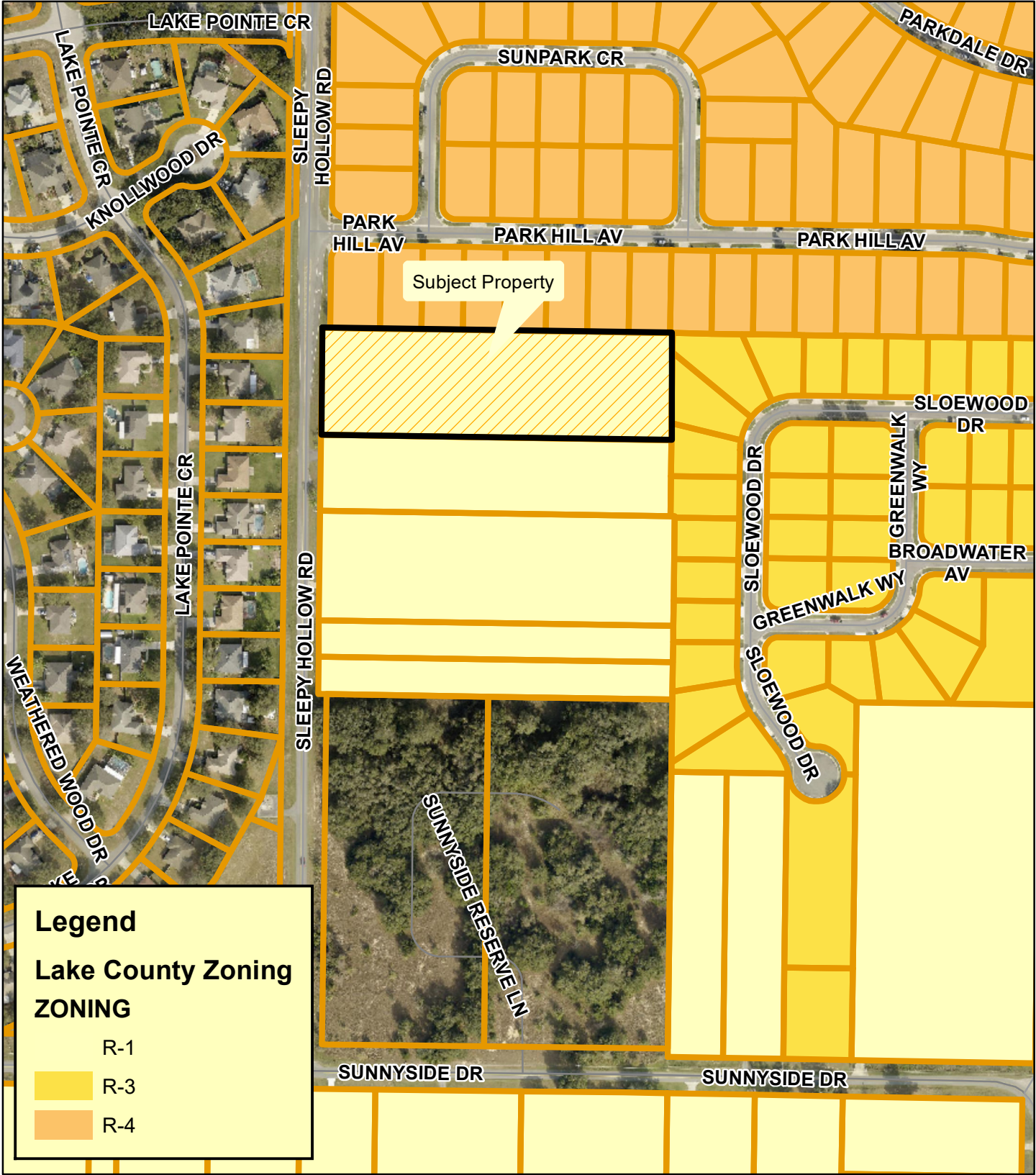
ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Sunnyside View Residence
ANNX-24-333, SSCP-24-334, RZ-24-335

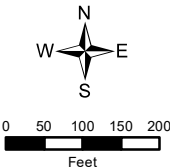
LEGAL DESCRIPTION

The North 1/2 of the Northwest 1/4 of the Southwest 1/4 of the Northeast 1/4 of Section 29, Township 19 South, Range 25 East, in Lake County, Florida, LESS the South 137.54 feet thereof, ALSO LESS the East 8.00 feet thereof, ALSO LESS the West 25.00 feet thereof.

Lake County Zoning

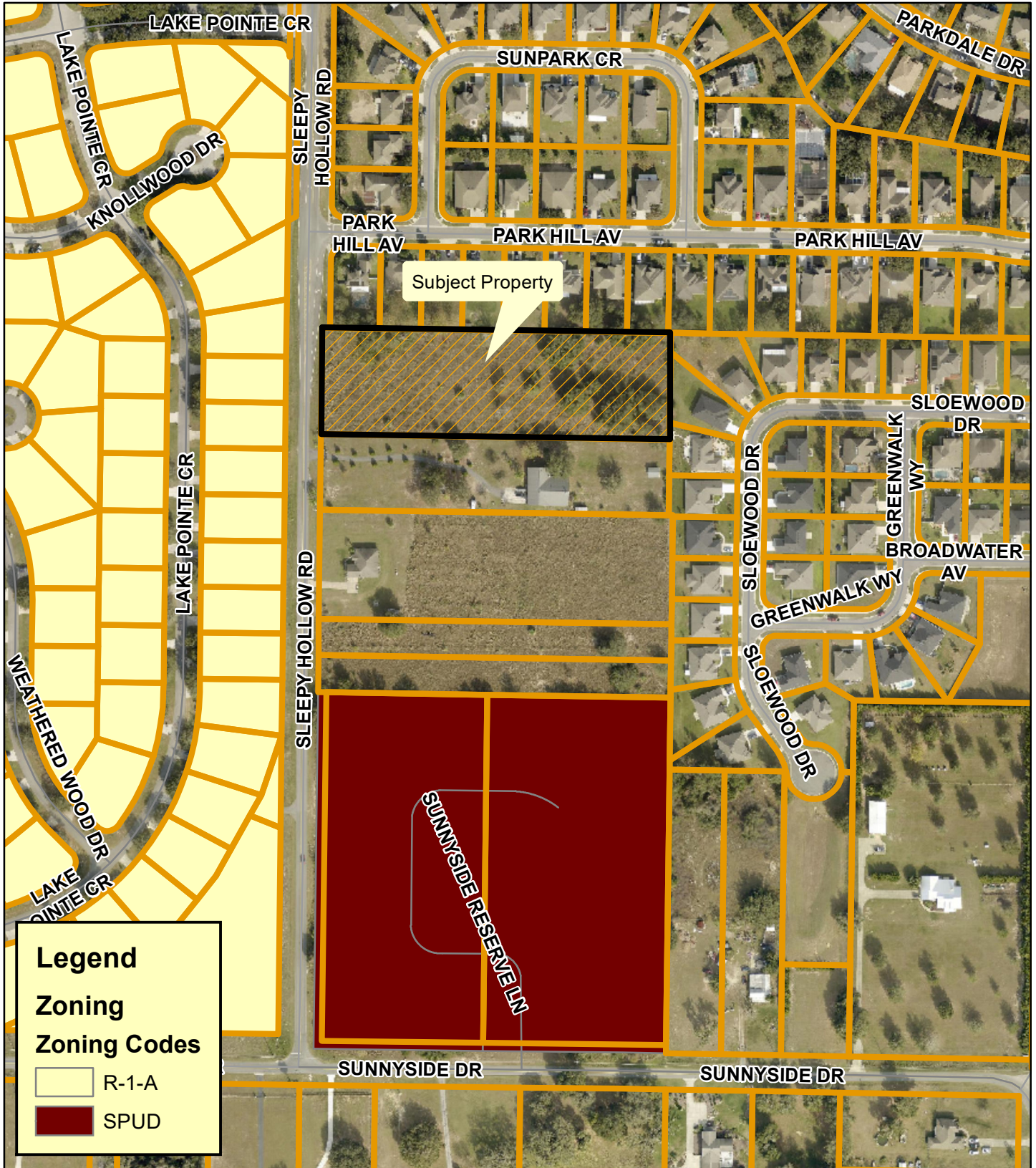


**Planning
& Zoning
Division**

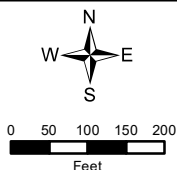


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Zoning

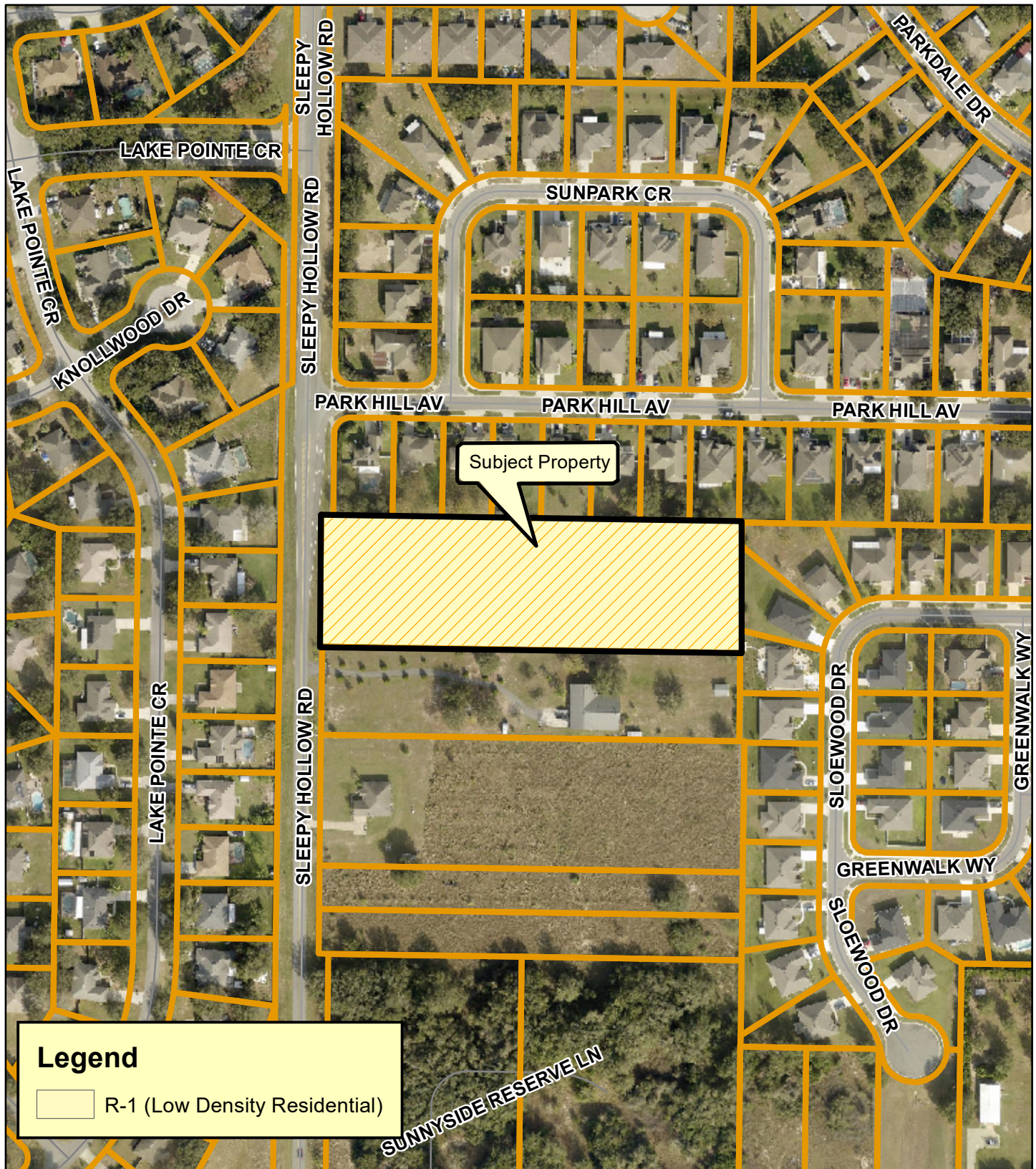


**Planning
& Zoning
Division**

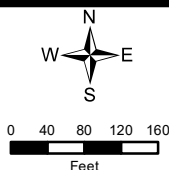


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Proposed Zoning

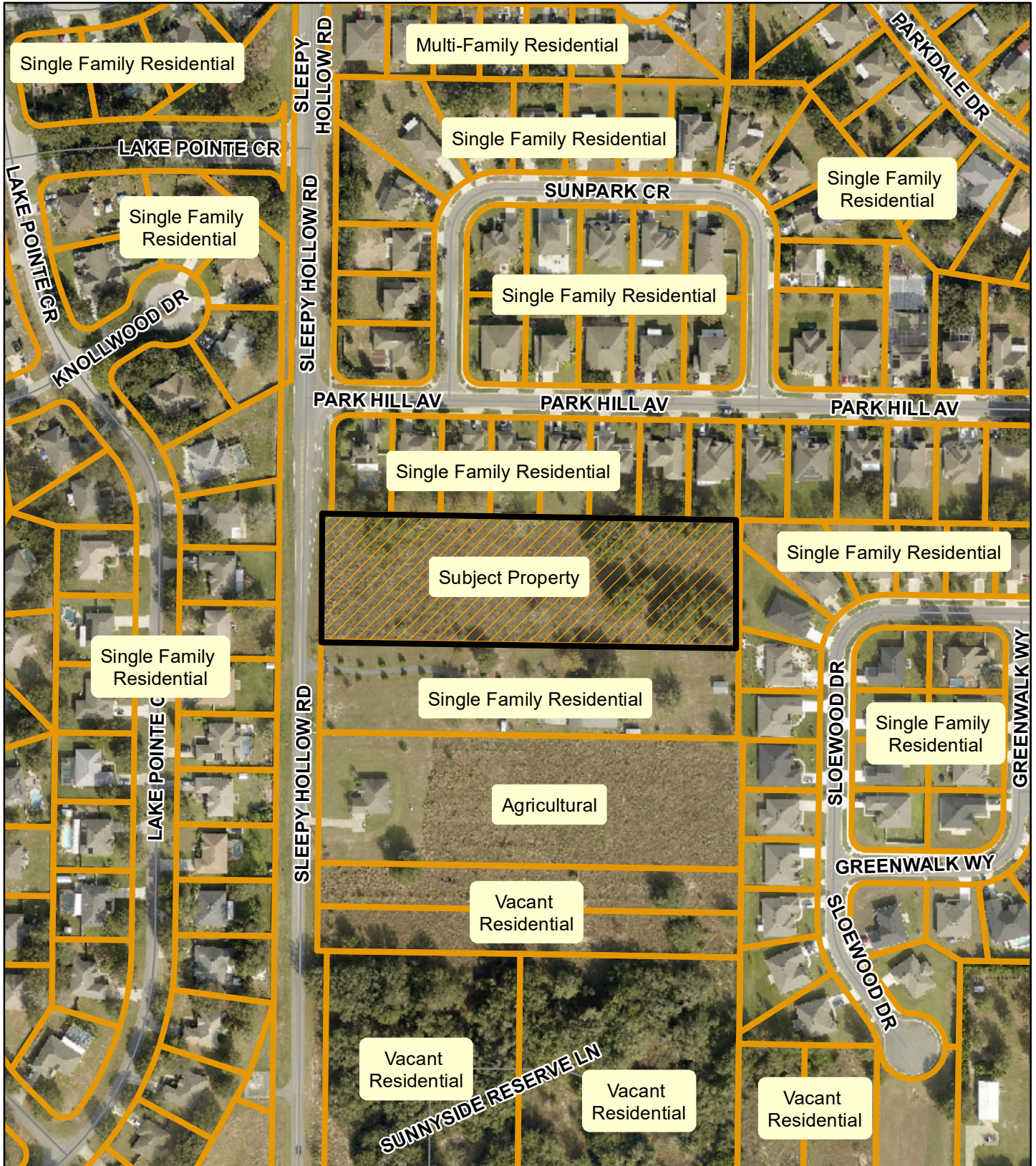


**Planning
& Zoning
Division**

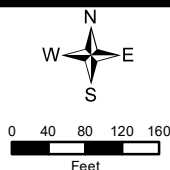


ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Surrounding Land Uses



**Planning
& Zoning
Division**



ANNX-24-333, SSCP-24-334, RZ-24-335
Sunnyside View Residences
Sleepy Hollow Road
AK # 3808526
October 29, 2024

Density Bands - Sunnyside Estates



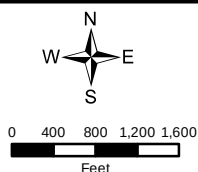
Legend:

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|--|--|---|--|
|  SEC (Sunnyside Estates Corridor FLU) |  SEM (Sunnyside Estates Medium FLU) |  SEL (Sunnyside Estates Low FLU) |  SEV (Sunnyside Estates Very Low FLU) |
|--|--|---|--|

Sunnyside Estates area referenced from June 2004, Sunnyside Task Force Study Report, City of Leesburg, Resolution Number 7158.



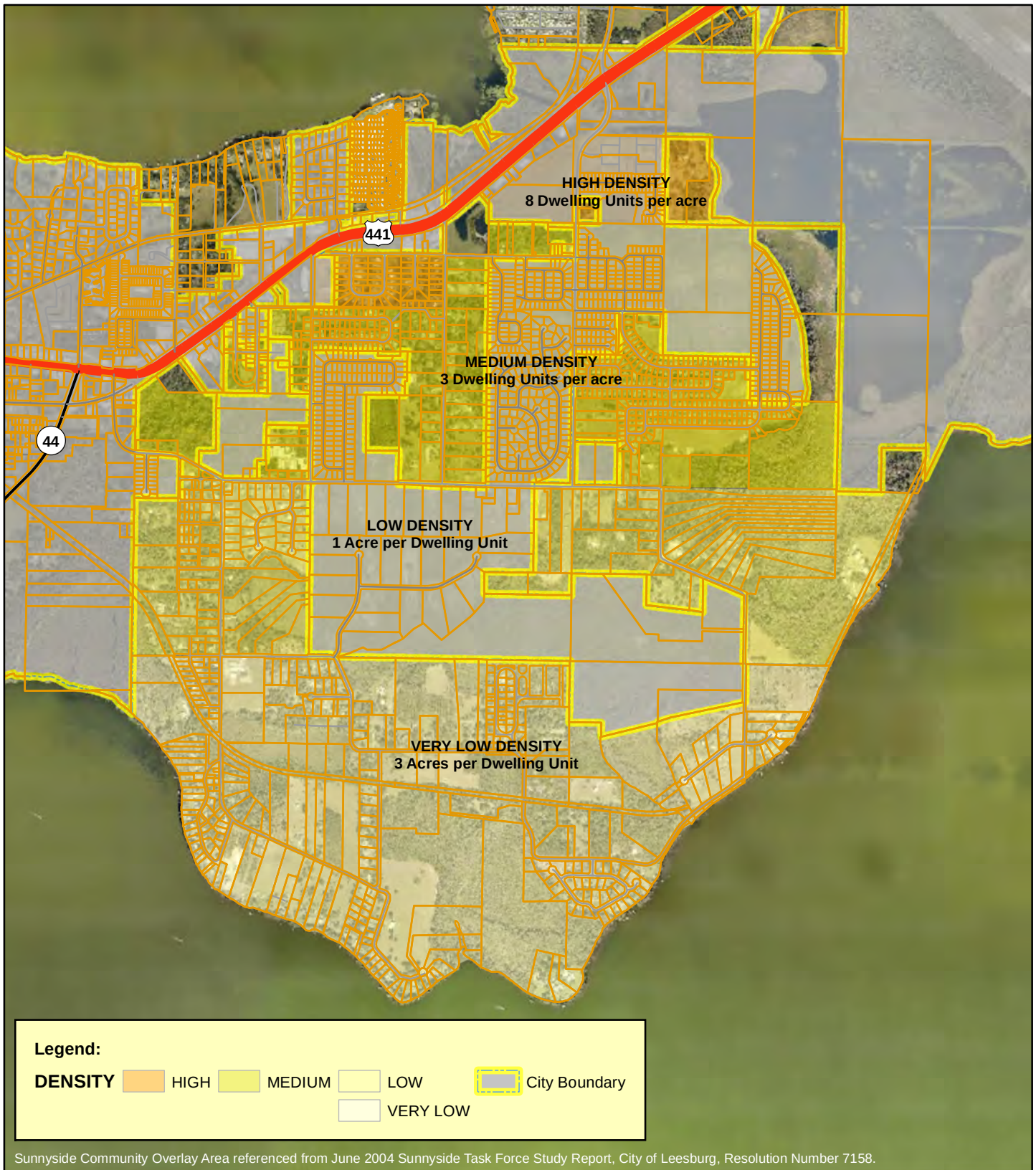
**Planning
& Zoning
Division**



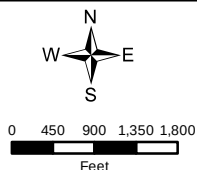
Density Bands - Sunnyside Estates

Sections 19, 20, 21, 28, 29, 30, and 32; Township 19 South; Range 25 East
February 1, 2024

Sunnyside Community Densities



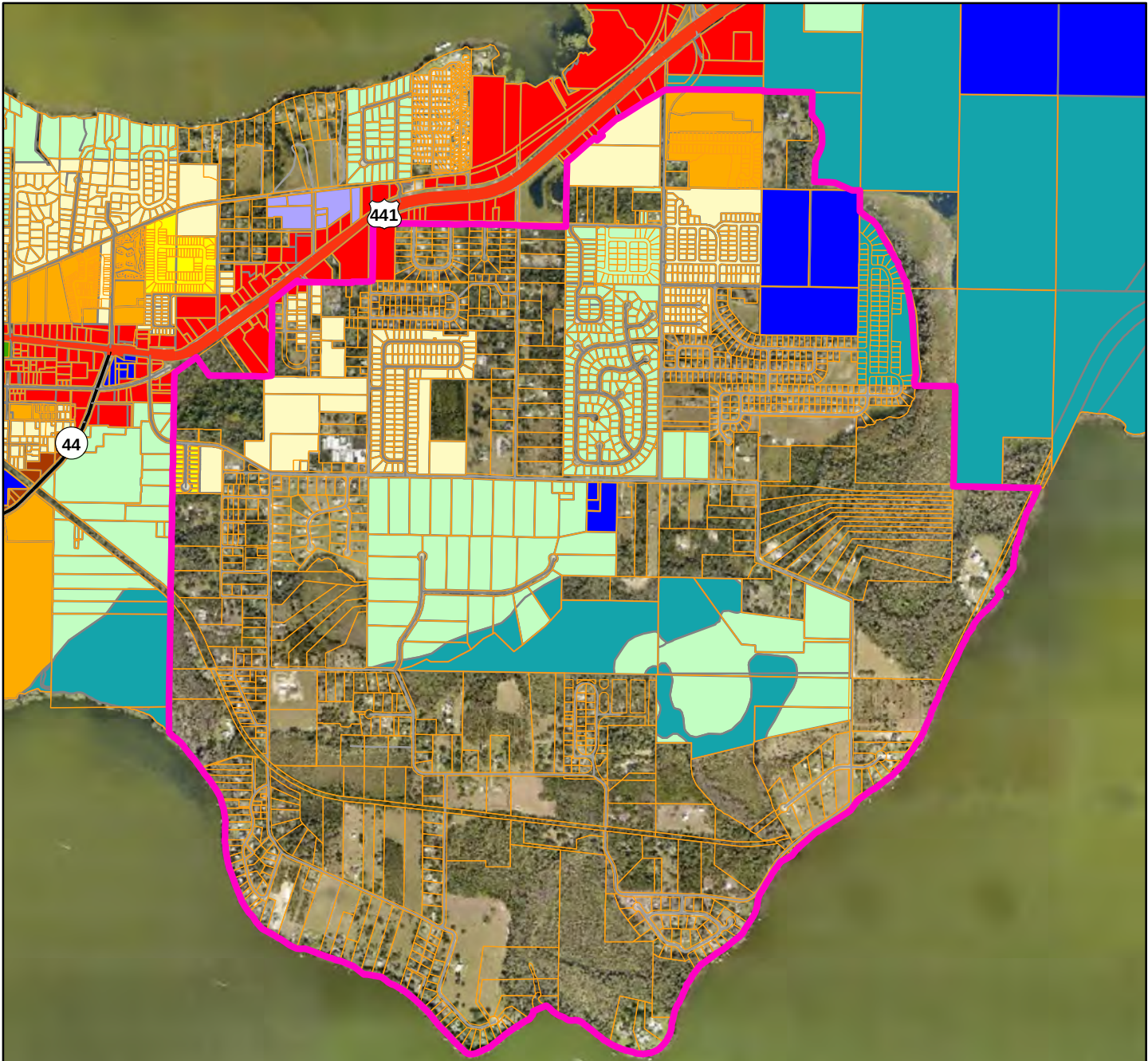
**Planning
& Zoning
Division**



Sunnyside Zoning Densities:

High Density Residential - 8 dwelling units per acre
Medium Density Residential - 3 dwelling units per acre
Low Density Residential - 1 acre per dwelling unit
Very Low Density Residential - 3 acres per dwelling unit

City of Leesburg Future Land Use - Sunnyside Estates Area



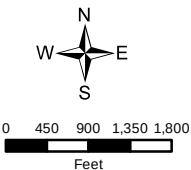
Legend:

Sunnyside Estates Boundary	ESTATE RESIDENTIAL	HIGH DENSITY RESIDENTIAL	INDUSTRIAL	CONSERVATION
LOW DENSITY RESIDENTIAL	TRANSITIONAL	RECREATIONAL TRAILS		
MEDIUM DENSITY RESIDENTIAL	GENERAL COMMERCIAL	INSTITUTIONAL		

Sunnyside Estates area referenced from June 2004, Sunnyside Task Force Study Report, City of Leesburg, Resolution Number 7158.

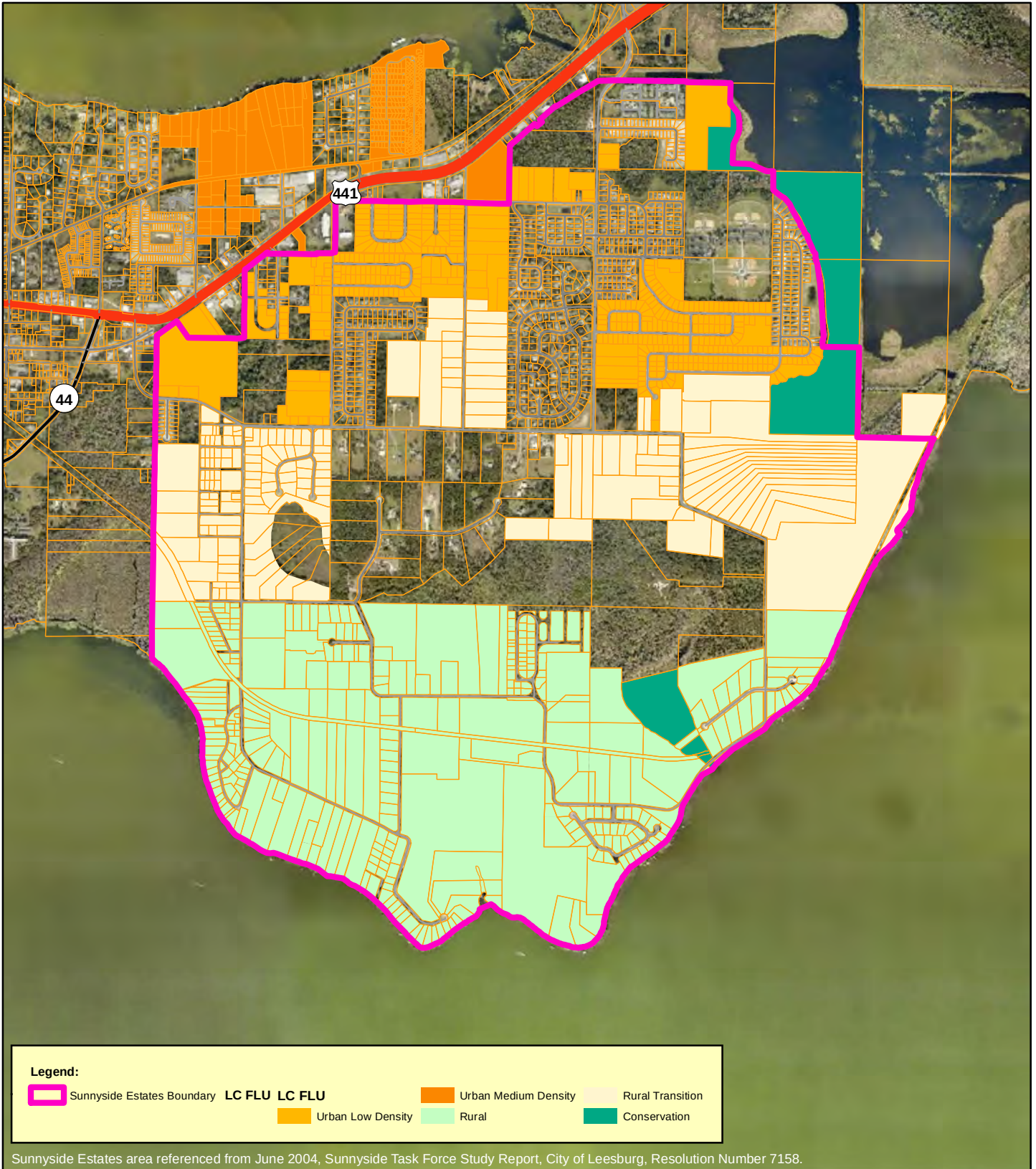


**Planning
& Zoning
Division**

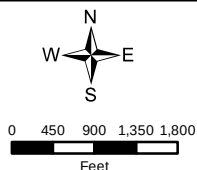


City of Leesburg Future Land Use - Sunnyside Estates Area
Sections 19, 20, 21, 28, 29, 30, and 32; Township 19 South; Range 25 East
May 1, 2024

Lake County Future Land Use - Sunnyside Estates Area



**Planning
& Zoning
Division**



Lake County Future Land Use - Sunnyside Estates Area
Sections 19, 20, 21, 28, 29, 30, and 32; Township 19 South; Range 25 East
May 1, 2024

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.A.6.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director), Max Vanallen, (Senior Planner)

Subject: An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 9.94 +/- acres; and being generally located north of Dewey Robbins Road, east of U.S. Highway 27, lying in Section 31, Township 20 South, Range 25 East, Lake County, Florida; providing that said property so annexed shall be liable for its proportionate share of the existing and future indebtedness of said city; providing that such annexed property shall be subject to all laws and ordinances of said city as if all such territory had been a part of the City of Leesburg at the time of passage and approval of said laws and ordinances; providing that such annexed territory shall be placed in City Commission District 3; and providing an effective date. (Cronin-Dewey Robbins ANNX)

Staff Recommendation:

The Planning and Zoning staff recommends approval of the proposed ordinance for annexation of 9.94 +/- acres.

Analysis:

The applicant has submitted a request for annexation of approximately 9.94 +/- acres, generally located north of Dewey Robbins Road, east of U.S. Highway 27, as shown on the attached General Location Map. At this time, the property is developed with two (2) manufactured homes, one (1) utility building, one (1) carport. The current future land use designation is Lake County Rural and the proposed future land use designation is City Low Density Residential. The current zoning is Lake County A (Agriculture); the proposed zoning is City SPUD (Small Planned Unit Development). The reason for this request is to connect to city utilities and provide consistent Planned Development Zoning with adjacent previously approved developments. The proposal of the property is for 48 townhomes and 15,000 square feet of commercial.

This property lies within the ISBA (Interlocal Service Boundary Area) agreement. This agreement, which was approved by City Commission on November 24, 2014, allows property within the ISBA area but outside the current city limits to be annexed and obtain City of Leesburg utility services.

Surrounding future land use designations include Non-Agricultural Acreage, Pasture Improved Hay

Acreage, Residential, and Orange Grove. The property is surrounded by Lake County A (Agriculture), RP (Residential Professional), and Leesburg PUD (Planned Unit Development). Under the conditions of the SPUD (Planned Unit Development) zoning case which is also on this agenda, no negative impacts are anticipated to adjacent properties.

Also, on this City Commission agenda, is a Small-Scale Comprehensive Plan Amendment, along with a Small Planned Unit Development Application for consideration by the City Commission.

Procurement Analysis:

N/A

Options:

1. Approve the requested annexation. This would give the City jurisdiction over the use and future development of the subject site and provide for the application of City standards to this property; or
2. Disapprove the proposed annexation and allow the property to remain in the County.

Fiscal Impact:

A positive fiscal impact will result from the annexation of this property due to increased tax revenue added to the General Fund.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, ANNEXING CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 9.94 +/- ACRES; AND BEING GENERALLY LOCATED NORTH OF DEWEY ROBBINS ROAD, EAST OF U.S. HIGHWAY 27, LYING IN SECTION 31, TOWNSHIP 20 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; PROVIDING THAT SAID PROPERTY SO ANNEXED SHALL BE LIABLE FOR ITS PROPORTIONATE SHARE OF THE EXISTING AND FUTURE INDEBTEDNESS OF SAID CITY; PROVIDING THAT SUCH ANNEXED PROPERTY SHALL BE SUBJECT TO ALL LAWS AND ORDINANCES OF SAID CITY AS IF ALL SUCH TERRITORY HAD BEEN A PART OF THE CITY OF LEESBURG AT THE TIME OF PASSAGE AND APPROVAL OF SAID LAWS AND ORDINANCES; PROVIDING THAT SUCH ANNEXED TERRITORY SHALL BE PLACED IN CITY COMMISSION DISTRICT 3; AND PROVIDING AN EFFECTIVE DATE. (CRONIN-DEWEY ROBBINS ANNEX)

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that;

Section 1.

Based upon the petition of Michael J. Cronin and Kim R. Cronin, Petitioners, "Permittee" for the property hereinafter described, shall be annexed into the city limits of the City of Leesburg, Florida, which petition has heretofore been approved by the City Commission of the City of Leesburg, Florida, pursuant to the provisions of the Laws of Florida, the hereinafter described property is hereby annexed and made a part of the city limits of the City of Leesburg, Florida. The subject property lying and situated in Lake County, Florida, is more particularly described as:

**Legal Description
(See Exhibit A);**

Section 2.

All of the property, real and personal, within said annexed territory, described in Section 1 above, as provided by this ordinance, and the inhabitants thereof, shall be subject to the government, jurisdiction, powers, franchises, duties, and privileges of the City of Leesburg, Florida, and the said annexed property shall be liable, proportionately, for all of the present outstanding and existing, as well as future, indebtedness of the City of Leesburg, Florida; that all of the ordinances of the City of Leesburg, and all the laws heretofore passed by the Legislature of the State of Florida relating to and which now or hereafter constitute its Charter, shall apply to and have the same force and effect on such annexed territory as if all such annexed territory had been a part of the City of Leesburg, Florida, at the time of the passage and approval of said laws and ordinances. The property annexed here by is assigned to City Commission District 3;

Section 3.

All ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed;

Section 4.

This ordinance shall become effective immediately upon approval at second reading.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held on the _____ day of _____ 2025.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

City Clerk

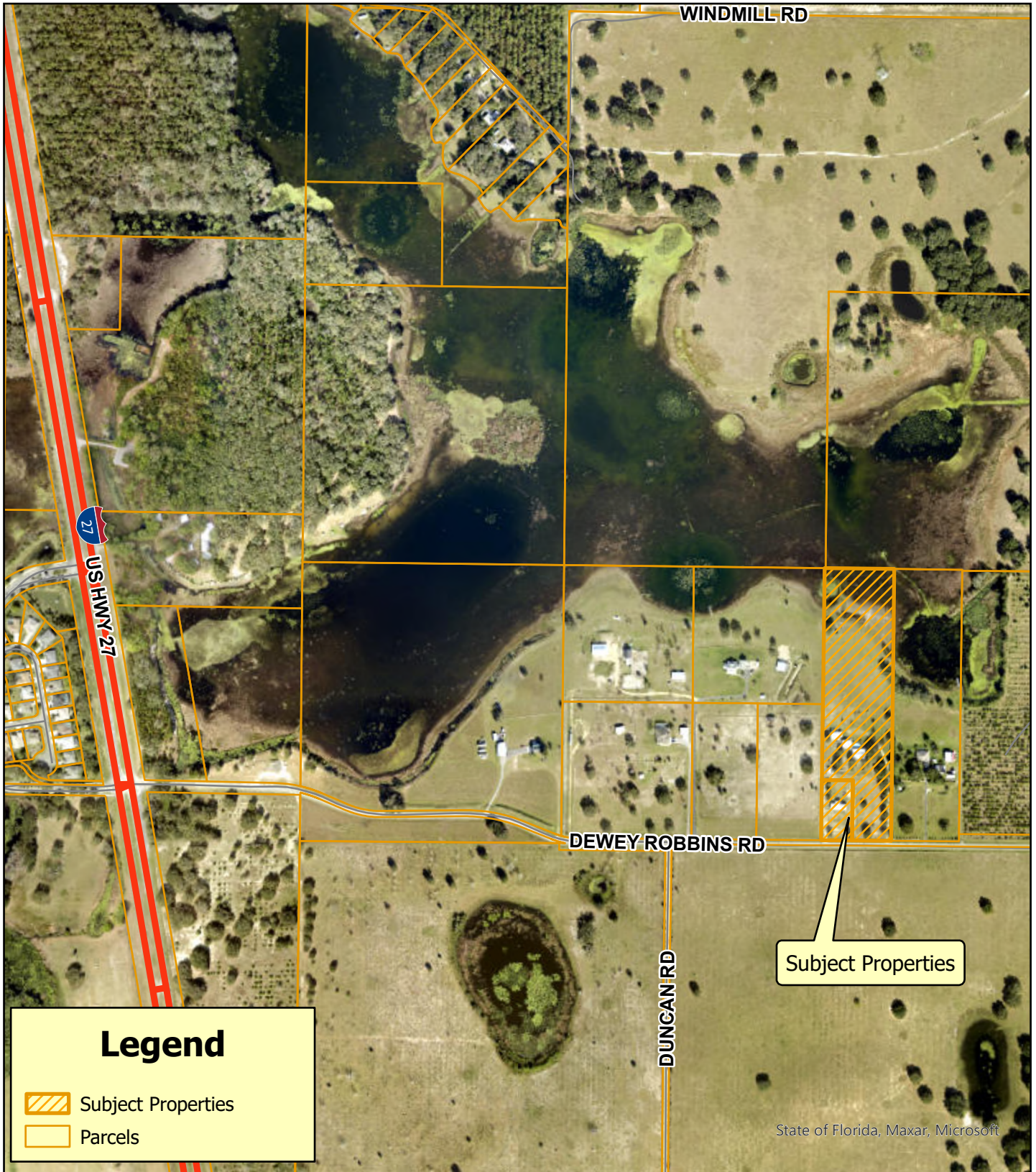
Cronin-Dewey Robbins
(*Annexation*), Small Scale Comprehensive Plan Amendment, SPUD Rezoning
(*ANNX-24-283*); SSCP-24-284; SPUD-24-285
AK#: 1030226 & 3881453
Legal Description Provided by Applicant
December 4, 2024

Legal Description

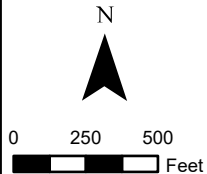
Alternate Keys: 1030226 & 3881453

THE WEST $\frac{1}{2}$ OF THE WEST $\frac{1}{2}$ OF THE SOUTHWEST $\frac{1}{4}$ OF THE SOUTHEAST $\frac{1}{4}$ OF
SECTION 31, TOWNSHIP 20 SOUTH, RANGE 25 EAST, IN LAKE COUNTY, FLORIDA.

Extended Aerial

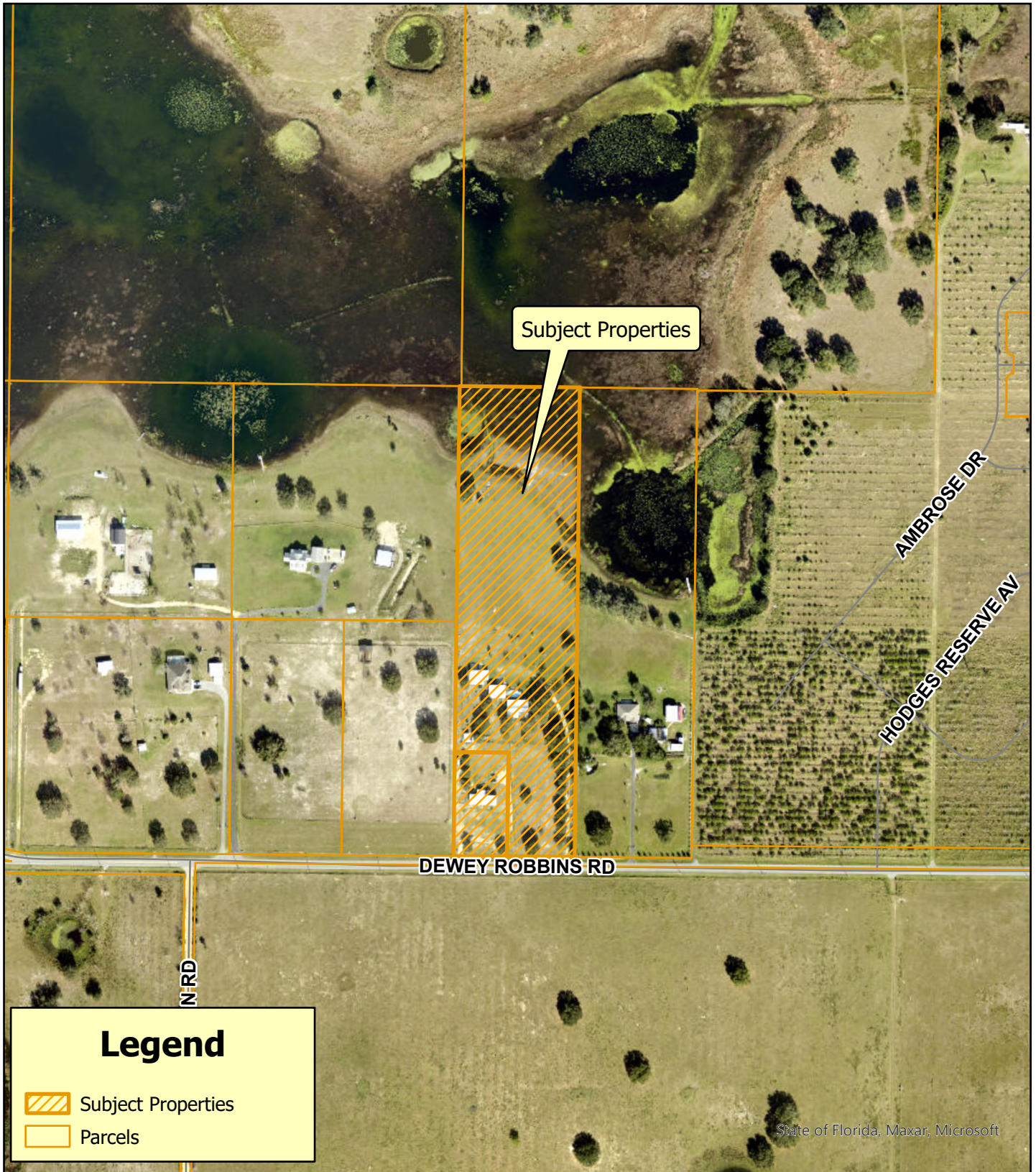


**Planning
& Zoning
Division**

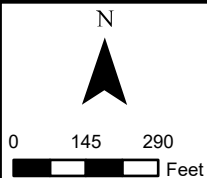


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 9, 2024

Aerial

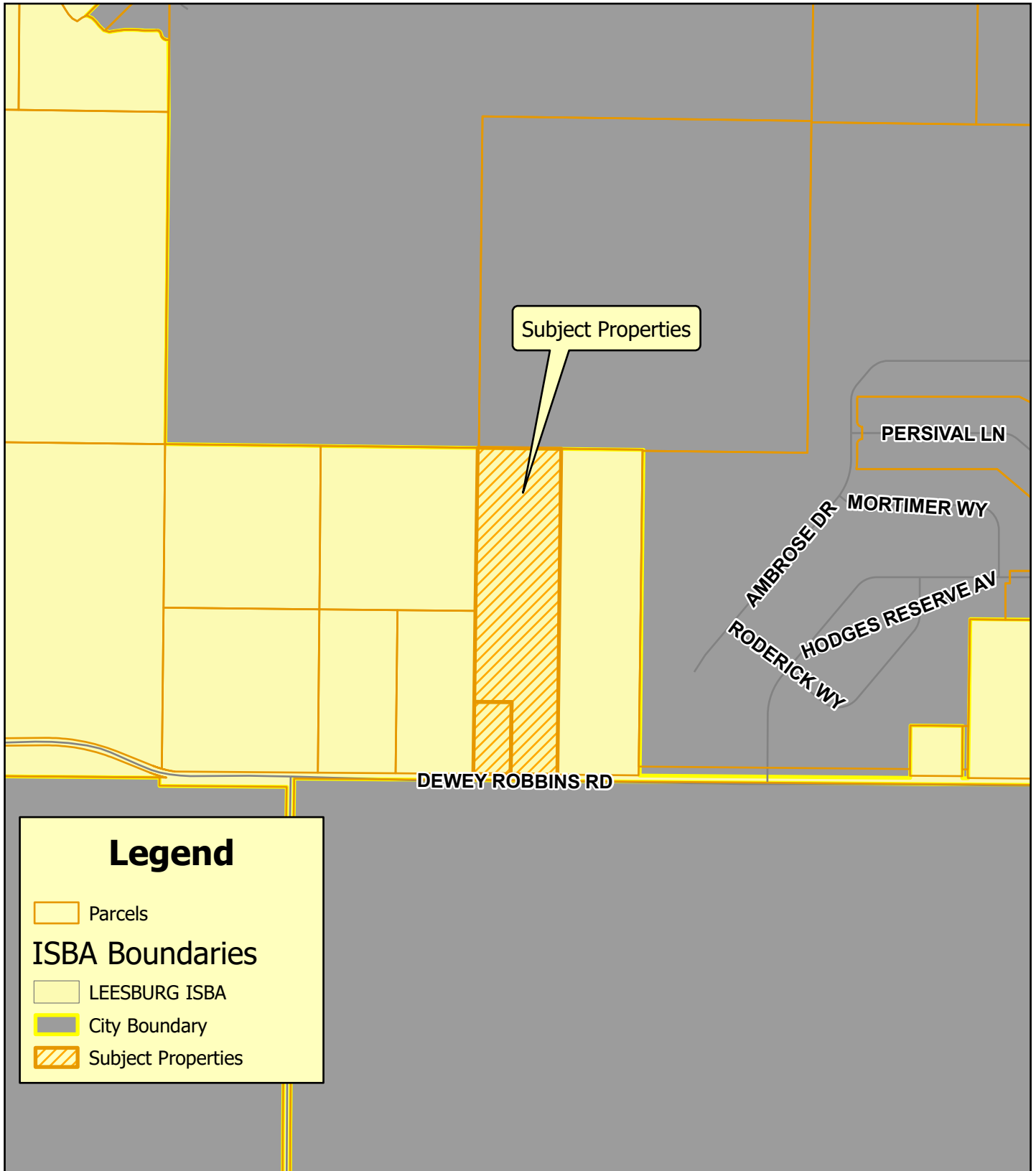


**Planning
& Zoning
Division**

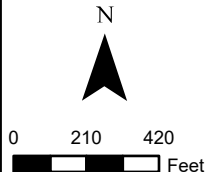


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 9, 2024

City Boundary and ISBA



**Planning
& Zoning
Division**

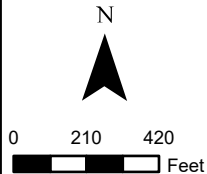


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 16, 2024

Commission District



**Planning
& Zoning
Division**



Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 13, 2024

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.A.7.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director), Max Vanallen, (Senior Planner)

Subject: An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 9.94 +/- acres from Lake County Rural to City of Leesburg Low Density Residential, for a property generally located north of Dewey Robbins Road, east of U.S. Highway 27, lying in Section 31, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Cronin-Dewey Robbins SSCP)

Staff Recommendation:

The Planning & Zoning Staff recommend approval of the proposed small-scale comp plan amendment of the City's Future Land Use Map on 9.94 +/- acres from Lake County Rural to City of Leesburg Low Density Residential. The Planning Commission recommended **DENIAL** of the proposed Small-Scale Comprehensive Plan Amendment at the regularly scheduled meeting held November 21, 2024.

Analysis:

The project site is approximately 9.94 acres. The property is generally located north of Dewey Robbins Road, east of U.S. Highway 27. Currently, the property is developed with two (2) manufactured homes, one (1) utility building, one (1) carport. The proposed use is for 48 townhomes and 15,000 square feet of commercial. The surrounding Future Land Use Map designations of Lake County Rural, Rural Transition; and City of Leesburg Estate Residential, and Neighborhood Mixed Use are compatible, as conditioned in the SPUD zoning, with the proposed future land use designation of City Low Density Residential. The proposed zoning designation of City SPUD (Small Planned Unit Development) will provide for development that is consistent with the City's adopted Growth Management Plan and would allow an appropriate use for the property, and surrounding future development.

This property lies within the ISBA (Interlocal Service Boundary Area) agreement. This agreement, which was approved by City Commission on November 24, 2014, allows property within the ISBA area but outside the current city limits to be annexed and obtain City of Leesburg utility services.

Surrounding future land use designations include Non-Agricultural Acreage, Pasture Improved Hay Acreage, Residential, and Orange Grove. The property is surrounded by Lake County A (Agriculture), RP (Residential Professional), and Leesburg PUD (Planned Unit Development). Under the conditions of the

SPUD (Planned Unit Development) zoning case which is also on this agenda, no negative impacts are anticipated to adjacent properties.

The Planning & Zoning Staff recommend approval of the proposed small-scale comp plan amendment from Lake County Rural to City of Leesburg Low Density Residential. The Planning Commission held a public hearing on the application on November 21, 2024, and recommended **DENIAL**, citing concerns including the location, density and intensity of the residential and commercial uses proposed.

Procurement Analysis:

N/A

Options:

1. Approve the requested small-scale comprehensive plan amendment from Lake County Rural to City of Leesburg Low Density Residential; or
2. Other such action as the Commission may deem appropriate.

Fiscal Impact:

There is no direct fiscal impact to the City for this action. Future development of the property will increase this anticipated impact from collection of impact fees, ad valorem taxes and utility charges.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF THE CITY OF LEESBURG, CHANGING THE FUTURE LAND USE MAP DESIGNATION OF CERTAIN PROPERTY CONTAINING 9.94 +/- ACRES FROM LAKE COUNTY RURAL TO CITY OF LEESBURG LOW DENSITY RESIDENTIAL, FOR A PROPERTY GENERALLY LOCATED NORTH OF DEWEY ROBBINS ROAD, EAST OF U.S. HIGHWAY 27, LYING IN SECTION 31, TOWNSHIP 20 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (CRONIN-DEWEY ROBBINS SSCP)

WHEREAS, the City Commission has received written objections, recommendations, and comments from the City of Leesburg Planning Commission, acting as the Local Planning Agenda, regarding amendment of the Comprehensive Plan of the City of Leesburg, and has made recommendations to the City Commission for amendment of the Plan; and

WHEREAS, the City Commission of the City of Leesburg has held public hearings on the proposed amendment to the plan, in light of written comments, proposals and objections from the general public;

NOW, THEREFORE,

BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that;

Section 1.

The Growth Management Plan of the City of Leesburg, adopted by the City of Leesburg on December 10, 2012, pursuant to the Community Planning Act of 2011, Chapter 163, Part II, Florida Statutes, after public hearings by the City of Leesburg Planning Commission, is hereby amended in the following manner;

The Future Land Use Map is amended by changing the designation of approximately 9.94 acres of land generally located north of Dewey Robbins Road, east of U.S. Highway 27 from Lake County Rural to City of Leesburg Low Density Residential, as shown on the revised map of said area, lying in Section 31, Township 20 South, Range 25 East, Lake County, Florida;

Section 2.

All ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed;

Section 3.

This ordinance shall become effective upon its passage and adoption, according to law.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held the _____ day of _____ 2025.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

City Clerk

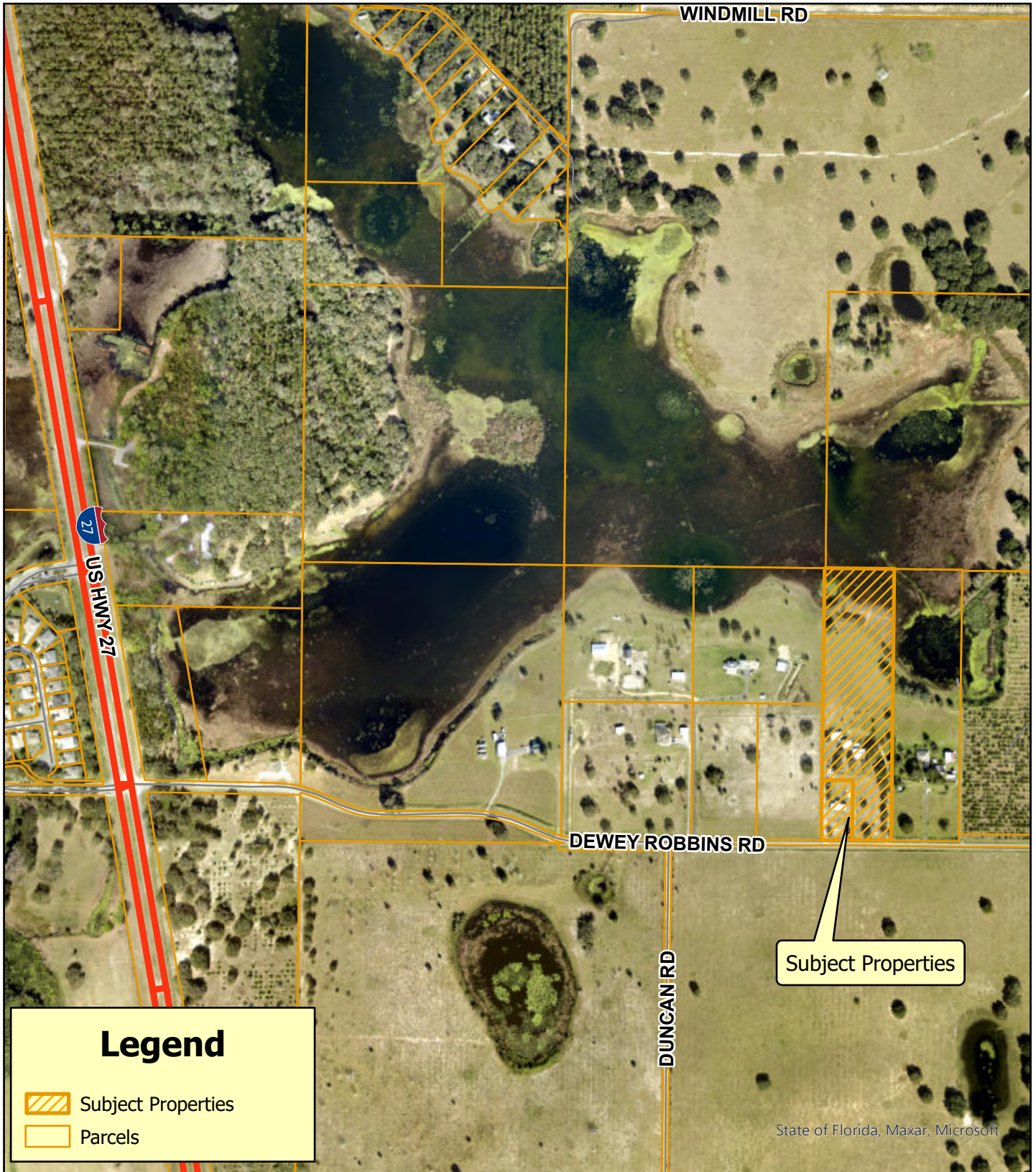
Cronin-Dewey Robbins
(*Annexation*), Small Scale Comprehensive Plan Amendment, SPUD Rezoning
(*ANNX-24-283*); SSCP-24-284; SPUD-24-285
AK#: 1030226 & 3881453
Legal Description Provided by Applicant
December 4, 2024

Legal Description

Alternate Keys: 1030226 & 3881453

THE WEST $\frac{1}{2}$ OF THE WEST $\frac{1}{2}$ OF THE SOUTHWEST $\frac{1}{4}$ OF THE SOUTHEAST $\frac{1}{4}$ OF
SECTION 31, TOWNSHIP 20 SOUTH, RANGE 25 EAST, IN LAKE COUNTY, FLORIDA.

Extended Aerial

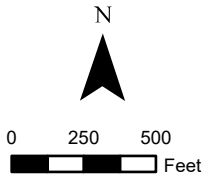


Legend

-  Subject Properties
-  Parcels

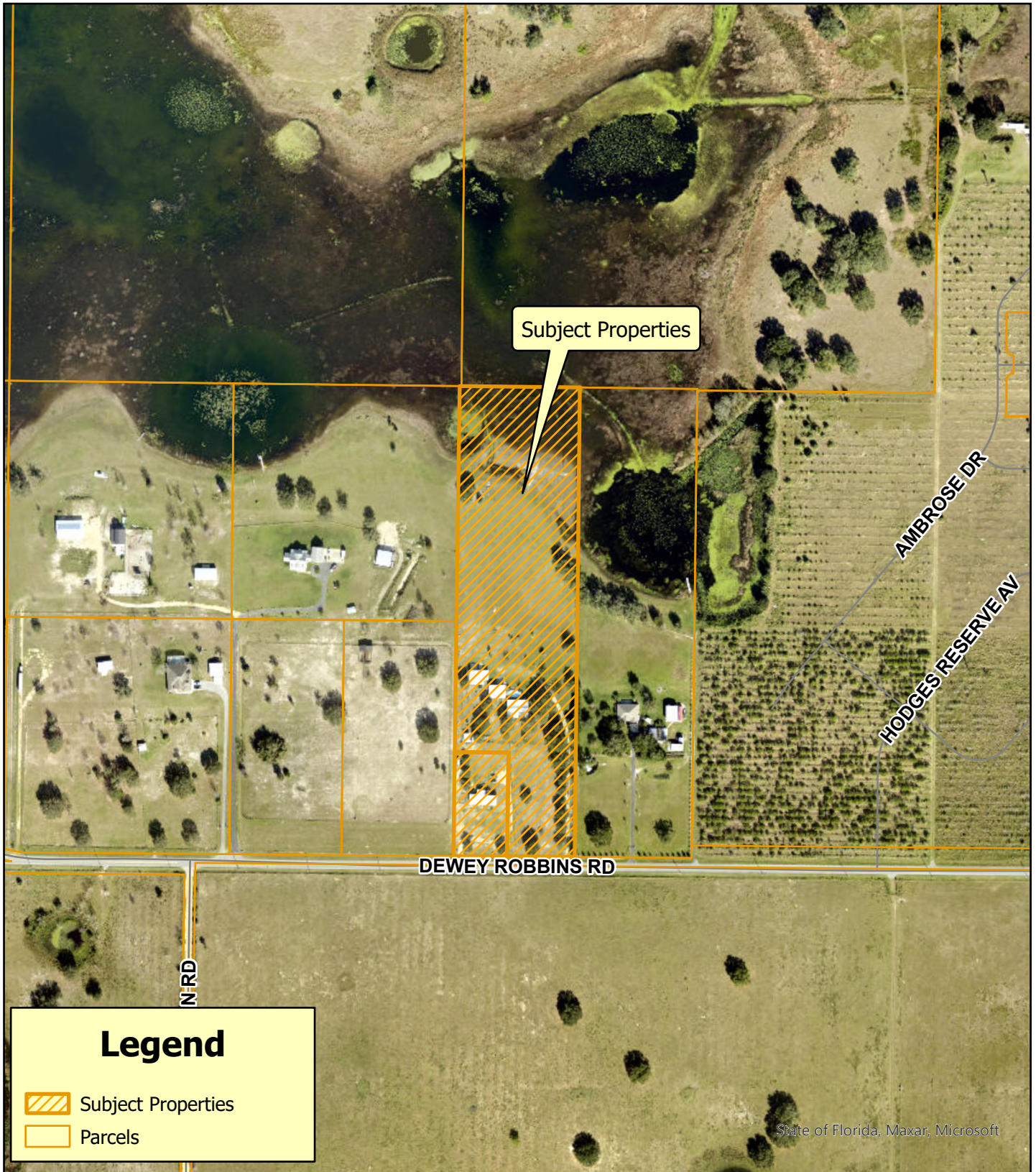


**Planning
& Zoning
Division**

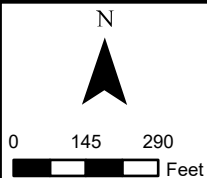


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 9, 2024

Aerial

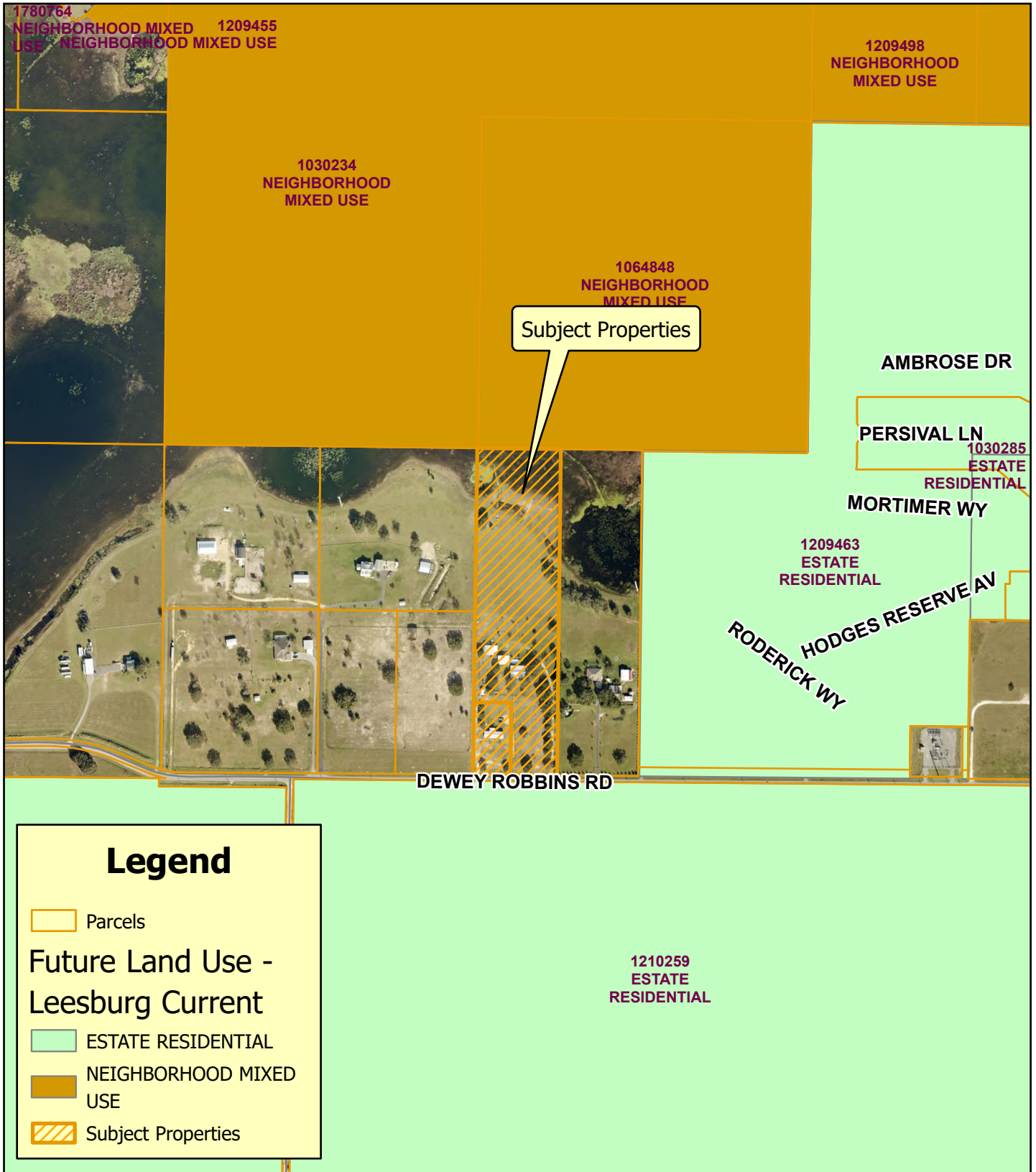


**Planning
& Zoning
Division**

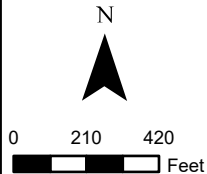


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 9, 2024

City of Leesburg Future Land Use

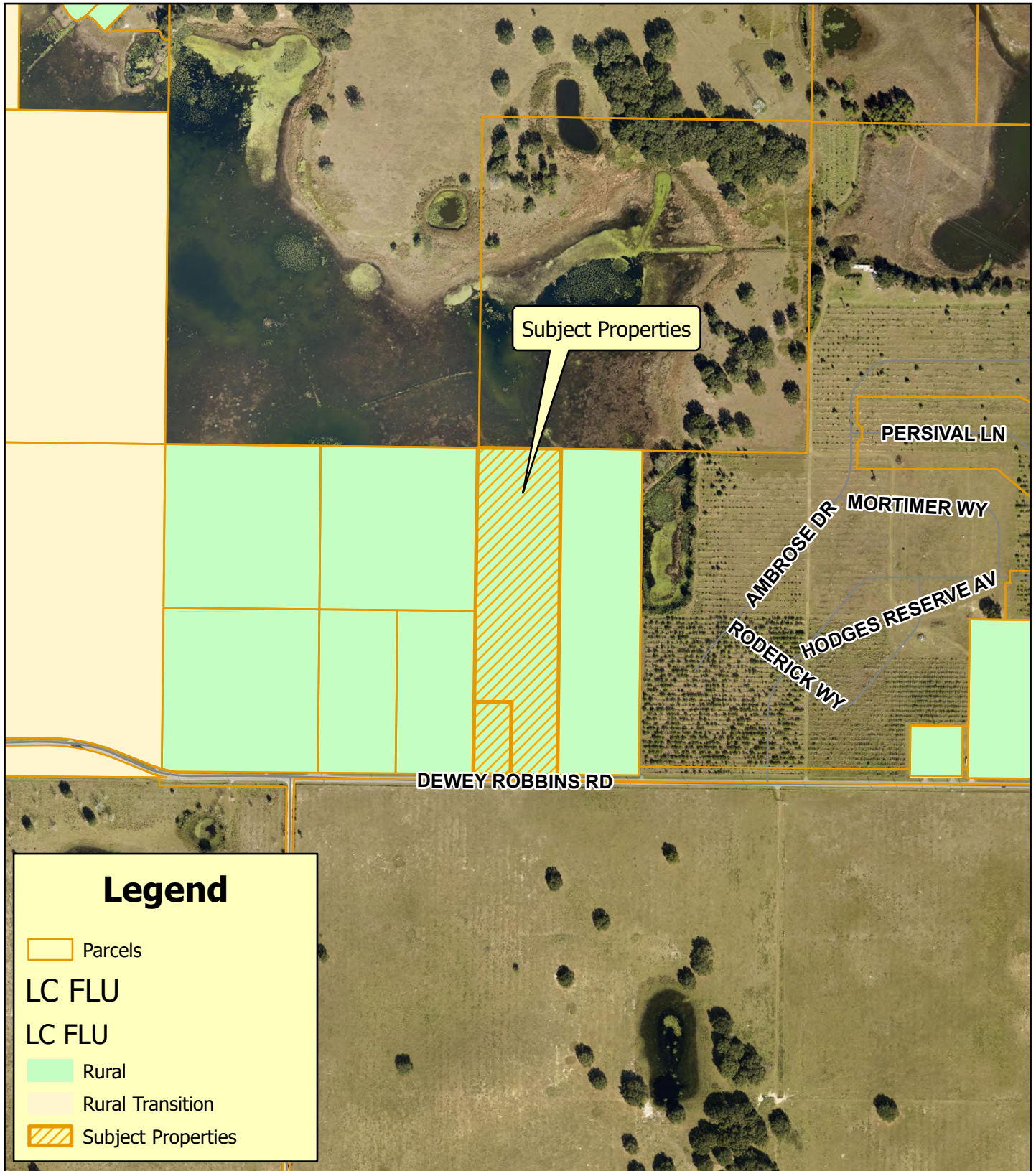


**Planning
& Zoning
Division**

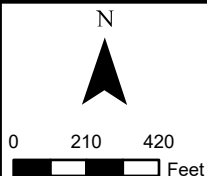


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 13, 2024

Lake County Future Land Use



**Planning
& Zoning
Division**

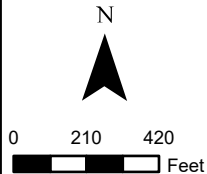


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 13, 2024

Proposed Future Land Use



**Planning
& Zoning
Division**

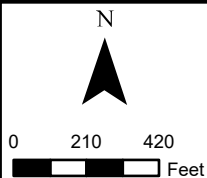


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 13, 2024

Surrounding Land Uses



**Planning
& Zoning
Division**



Cronin-Dewey Robbins
Case #s ANN-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 16, 2024

**CITY OF LEESBURG PLANNING & ZONING DIVISION
STAFF SUMMARY**

DATE: November 21, 2024

OWNER: Michael J. Cronin and Kim R. Cronin

PETITIONER: Michael J. Cronin and Kim R. Cronin

PROJECT: Cronin-Dewey Robbins

REQUEST: Amend the Comprehensive Plan from Lake County Rural to City of Leesburg Low Density Residential and Rezone from Lake County A (Agriculture) to City SPUD (Small Planned Unit Development) to allow townhomes and retail commercial.

CASE NO.: (ANNX-24-283); SSCP-24-284; SPUD-24-285

GENERAL LOCATION: North of Dewey Robbins Road, east of US Highway 27.

FUTURE LAND USE DESIGNATION: Lake County Rural

SURROUNDING FUTURE LAND USE DESIGNATION:

North – City of Leesburg Neighborhood Mixed Use
South – City of Leesburg Estate Residential
East – Lake County Rural; City of Leesburg Estate Residential
West – Lake County Rural, Rural Transition

PROPOSED FUTURE LAND USE DESIGNATION: City of Leesburg Low Density Residential

EXISTING ZONING DESIGNATION: Lake County A (Agriculture)

SURROUNDING ZONING DESIGNATIONS:

North – City of Leesburg PUD (Planned Unit Development)
South – City of Leesburg PUD (Planned Unit Development)
East – Lake County A (Agriculture)
West – Lake County A (Agriculture), RP (Residential Professional)

PROPOSED ZONING DESIGNATION: City SPUD (Small Planned Unit Development)

EXISTING LAND USE: Residential, including two (2) manufactured homes, one (1) utility building, one (1) carport.

SURROUNDING LAND USE:

North – Non-Agricultural Acreage
South – Pasture Improved Hay Acreage
East – Residential; Orange Grove
West – Residential; Pasture Improved Hay Acreage

PROPOSED LAND USE: 48 townhomes and 15,000 square feet of retail commercial.

**CITY OF LEESBURG PLANNING & ZONING DIVISION
DEPARTMENTAL REVIEW SUMMARY**

DATE: November 21, 2024
OWNER: Michael J. Cronin and Kim R. Cronin
PETITIONER: Michael J. Cronin and Kim R. Cronin
PROJECT: Cronin-Dewey Robbins
REQUEST: Amend the Comprehensive Plan from Lake County Rural to City of Leesburg Low Density Residential and Rezone from Lake County A (Agriculture) to City SPUD (Small Planned Unit Development) to allow townhomes and retail commercial.
CASE NO.: (ANNX-24-283); SSCP-24-284; SPUD-24-285

THE FOLLOWING COMMENTS RECEIVED FROM EACH DEPARTMENT:

POLICE

No comments received as of 11/15/2024.

FIRE

In reference to Case Number ANNX-24-283. SSCP-24-284, SPUD-24-285

NFPA 1710 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments, 2020 Edition. The subject property referenced in Case Number ANNX-24-283. SSCP-24-284, SPUD-24-285 is outside the recommended four-minute response time for initial responding fire apparatus.

4.1 Fire Department Organizational Statement.

4.1.2.1

The fire department shall establish the following performance objectives for the first-due response zones that are identified by the AHJ:

- (1) Alarm handling time completion in accordance with 4.1.2.3
- (2) 80 seconds turnout time for fire and special operations response and 60 seconds turnout time for EMS response
- (3)* 240 seconds or less travel time for the arrival of the first engine company at a fire suppression incident
- (4) 360 seconds or less travel time for the arrival of the second company with a minimum staffing of 4 personnel at a fire suppression incident
- (5) For other than high-rise, 480 seconds or less travel time for the deployment of an initial full alarm assignment at a fire suppression incident
- (6) For high-rise, 610 seconds or less travel time for the deployment of an initial full alarm assignment at a fire suppression incident
- (7) 240 seconds or less travel time for the arrival of a unit with first responder with automatic external defibrillator (AED) or higher-level capability at an emergency medical incident
- (8) 480 seconds or less travel time for the arrival of an advanced life support (ALS) unit at an emergency medical incident, where this service is provided by the fire department provided a first responder with an AED or basic life support (BLS) unit arrived in 240 seconds or less travel time

- Captain Amanda Stevenson, 11/15/2024

ELECTRIC

This is outside Leesburg electric service territory. We have no comments. – Steve Davis, 10/30/2024.

GAS

Gas Department – No Comment – Wayne Williams. 10/30/2024

GIS

No comments received as of 11/15/2024.

BUILDING

No comments received as of 10/18/2024.

PUBLIC WORKS

No comments received as of 11/15/2024.

GIS/ADDRESSING

No comments received as of 11/15/2024.

HOUSING & REDEVELOPMENT

No comments received as of 11/15/2024.

LAKE COUNTY SCHOOLS

This project would be subject to school concurrency review. Please have the applicant contact myself or Helen LaValley for more information. – Heather Croney, 10/30/2024.

LAKE COUNTY PUBLIC WORKS

See attached letter.

PUBLIC RESPONSES

Approval

Disapproval

2

No comment

Notice of Appearance filed:

PUBLIC COMMENTS (APPROVAL WITH REQUESTS)

PUBLIC COMMENTS (DISAPPROVAL):

1. "City of Leesburg,

Please do not approve this. It's not conforming to our road. It's bad enough that you're developing anything on Dewey Robbins Road. Now I understand why these builders came to you after being denied through the count. Don't you want to keep a decent name for yourself? What needs to really happen for you guys to NOT move forward with this? Please advise,"

-Russell & Lori Brown, 11/12/2024

2. "Dear:

Our property borders Cronin's property. We oppose the annexation for the following reasons:

1. This property is located within the Yalaha-Lake Apopka Rural Protection Area.
2. The traffic generated from this development would significantly impact Dewey Robbins Road.
3. The density of the townhomes needs to be reduced or single-family homes should be built.
4. Commercial/retail/daycare businesses should be located on Highway 27 to better serve the area.

I am pleading with you to reduce the density, build single family homes, and exclude commercial/retail structures."

-Randy/Joyce Graham 11/7/2024



Department of Public Works, Engineering Division
P.O. Box 7800 • 350 N. Sinclair Ave. • Tavares, FL 32778

October 31, 2024

Max VanAllen
Planner
City of Leesburg
Planning and Zoning Department
204 North 5th Street
Leesburg, Florida 34749
(sent via email)

RE: PROJECT: Cronin Dewey Robbins / Planned Unit Development
CASE NO.: PUD-24-285

Thank you for requesting our comments on this planned unit development.

The below information neither constitutes an approval nor a denial by Lake County Board of County Commissioners or Lake County staff. Specifically, the County Commissioners have neither discussed nor voted on this project. These recommendations are only from the Lake County Department of Public Works. The Office of Planning and Zoning, Office of Building Services, Office of Fire Rescue, and other associated offices have NOT provided comments on this development. Further input by these groups may be required.

Major comments for Dewey Robbins Road

- Turn Lanes are required on Dewey Robbins Road at the development's proposed access.
- Additional right-of-way may be required for Dewey Robbins Road.
- A traffic impact study is recommended to be provided and reviewed prior to the PUD hearing.

P 352.253.6000 • F 352.253.9025
Board of County Commissioners • www.lakecountyfl.gov

Douglas B. Shields
District 1

Sean M. Parks, AICP, QEP
District 2

Kirby Smith
District 3

Leslie Campione
District 4

Josh Blake
District 5

Lake County Department of Public Works recommended requirements for the Cronin Dewey Robbins PUD impacts to roadways and drainage systems:

Dewey Robbins Road:

- Access off Dewey Robbins Road will need to meet Lake County access management requirements.
- Left and Right Turn Lanes on Dewey Robbins Road at the proposed entrances to this development will be required.
- A sidewalk along Dewey Robbins Road frontage will be required to meet City of Leesburg and Lake County requirements.
- Additional right-of-way for Dewey Robbins Road may be required to meet the minimum requirements for a collector roadway and to accommodate the offsite road improvements while maintaining the road drainage. Further evaluation will be performed with subdivision plans based on impacts due to drainage, sidewalk, turn lanes, shoulders, etc.
- Dewey Robbins Road is defined with a functional road classification of 'collector rural' by the Lake County Comprehensive Plan and adopted Lake-Sumter Metropolitan Planning Organization (LSMPO) Plan.

Traffic:

- A Traffic Impact Study (TIS) will be required of this development for review by the Lake-Sumter MPO and Lake County Public Works Department. The TIA will need to follow the Lake-Sumter MPO Traffic Impact Analysis Methodology and Guideline the methodology will need to be worked out prior to TIS submittal.
- The TIS is highly recommended to be provided for review by Lake-Sumter MPO and Lake County prior to public hearings for the PUD.

Internal connectivity:

- The development is recommended to have internal pedestrian and bicycle connectivity throughout the development and to Dewey Robbins Road.

Stormwater Management:

- The site's stormwater management design will need to be reviewed by Lake County when submitted to both the City of Leesburg and St Johns River Water Management District. We may require Lake County stormwater design standards on ponds that outfall or affect surrounding unincorporated lands or onto county roads.

RE: PROJECT: Cronin Dewey Robbins/ Planned Unit Development
CASE NO.: PUD-24-285

Please be advised that this letter pertains to transportation, access management, stormwater, and floodplain related impacts foreseen from the proposed PUD application as reviewed by Lake County Department of Public Works. This letter does not include any land use, zoning, or any other elements that may be addressed by other departments, such as Lake County Department of Economic Growth - Office of Planning and Zoning.

Please contact me if you have any questions concerning the comments and recommendations provided in this letter.

Sincerely,

Seth Lynch

Seth Lynch
Development Engineer/Project Manager
Lake County Department of Public Works
Engineering Division
slynch@lakecountvfl.gov

Cc Jeff Earhart, Engineering Manager for Lake County
Mike Fitzgerald, Planning Director for Lake County
Janie Barron, Chief Planner for Lake County
Dan Miller, Planning Manager for City of Leesburg



CITY OF LEESBURG PLANNING & ZONING DEPARTMENT RECOMMENDATIONS

DATE: November 21, 2024
OWNER: Michael J. Cronin and Kim R. Cronin
PETITIONER: Michael J. Cronin and Kim R. Cronin
PROJECT: Cronin-Dewey Robbins
REQUEST: Amend the Comprehensive Plan from Lake County Rural to City of Leesburg Low Density Residential to allow townhome and retail commercial uses.
CASE NO.: SSCP-24-284

THE PLANNING & ZONING DEPARTMENT RECOMMENDS:

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

1. This project meets the requirements of Chapter 163.3187 Florida Statutes, for Small Scale Comprehensive Plan Amendments.
2. The proposed request is compatible with the adjacent Future Land Use designations of City of Leesburg Neighborhood Mixed Use, Estate Residential, Lake County Rural, and Rural Transition.
3. The request is compatible with the proposed zoning of City of Leesburg SPUD (Small Planned Unit Development) and surrounding zoning districts.
4. The proposed request is compatible with the City's Comprehensive Plan, Future Land Use Element, Goal 1, Objective 1.6.

Action Requested:

1. Vote to **approve** the Small Scale Comprehensive Plan amendment from Lake County Rural to City of Leesburg Low Density Residential, and forward the recommendation to the City Commission for consideration.

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.A.8.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director), Max Vanallen, (Senior Planner)

Subject: An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 9.94 +/- acres from Lake County A (Agriculture) to City of Leesburg SPUD (Small Planned Unit Development) to allow for 48 townhomes and 15,000 square feet of commercial for a property generally located north of Dewey Robbins Road, east of U.S. Highway 27, lying in Section 31, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Cronin-Dewey Robbins SPUD)

Staff Recommendation:

Planning and Zoning Staff recommend approval of the request to rezone the subject property from Lake County A (Agriculture) to City of Leesburg SPUD (Small Planned Unit Development) to allow 48 townhomes and 15,000 square feet of commercial uses.

Analysis:

The project site is approximately 9.94 +/- acres, and is generally located north of Dewey Robbins Road, east of U.S. Highway 27 as shown on the attached maps. At this time, the property is developed with two (2) manufactured homes, one (1) utility building, one (1) carport. The proposal will allow for 48 townhomes and 15,000 square feet of commercial. The existing land uses surrounding the property include non-agricultural acreage, pasture improved hay acreage, residential, and orange grove. City of Leesburg utilities are available nearby.

The Planning & Zoning Staff recommend approval of the proposed rezoning from Lake County A (Agriculture) to City of Leesburg SPUD (Small Planned Unit Development). The Planning Commission at the public hearing held on November 21, 2024, recommended **DENIAL** of the proposed SPUD (Small Planned Unit Development) rezoning.

Procurement Analysis:

N/A

Options:

1. Approve the proposed rezoning to SPUD (Small Planned Unit Development) or,

2. Other such action as the Commission may deem appropriate.

Fiscal Impact:

New development on this site will create a positive fiscal impact on the City of Leesburg, in the form of impact and utility fees, plus ad valorem taxes.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE ZONING ON APPROXIMATELY 9.94 +/- ACRES FROM LAKE COUNTY A (AGRICULTURE) TO CITY OF LEESBURG SPUD (SMALL PLANNED UNIT DEVELOPMENT) TO ALLOW FOR 48 TOWNHOMES AND 15,000 SQUARE FEET OF COMMERCIAL FOR A PROPERTY GENERALLY LOCATED NORTH OF DEWEY ROBBINS ROAD, EAST OF U.S. HIGHWAY 27, LYING IN SECTION 31, TOWNSHIP 20 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (CRONIN-DEWEY ROBBINS SPUD)

BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that:

Section 1.

Based upon the petition of Michael J. Cronin and Kim R. Cronin, Petitioners, "Permittee" of the property hereinafter described, which petition has heretofore been approved by the City Commission of the City of Leesburg Florida, pursuant to the provisions of the Laws of Florida, the said property located in Lake County, Florida, is hereby rezoned from Lake County A (Agriculture) to City of Leesburg SPUD (Small Planned Unit Development), to-wit:

**(Legal Description)
(See Exhibit A)**

Section 2.

This ordinance shall become effective upon its passage and adoption, according to law.

PASSED AND ADOPTED at the regular meeting of the City Commission of the City of Leesburg, Florida, held on the _____ day of _____ 2025.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

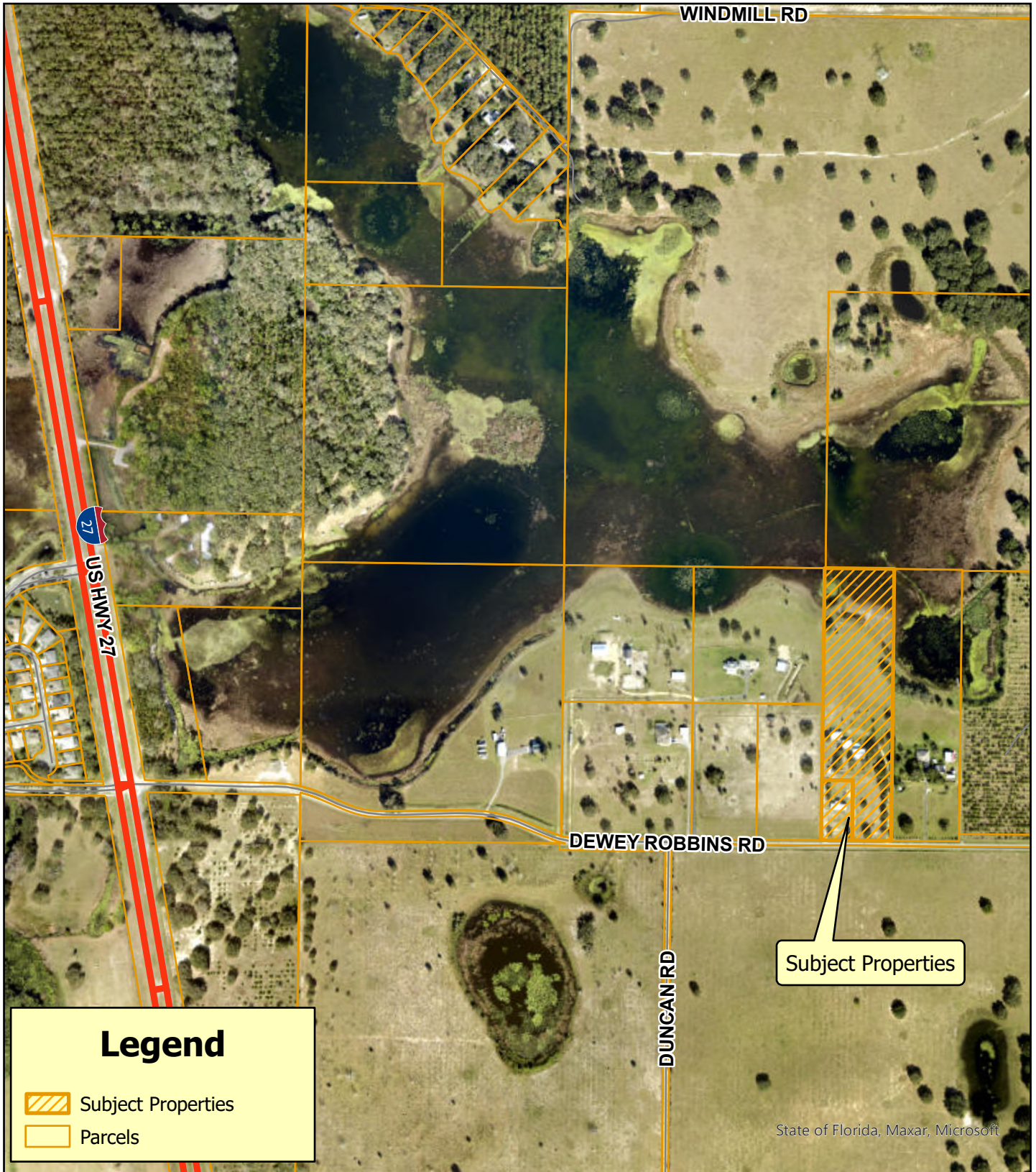
City Clerk



LEGAL DESCRIPTION

THE WEST $\frac{1}{2}$ OF THE WEST $\frac{1}{2}$ OF THE SOUTHWEST $\frac{1}{4}$ OF THE SOUTHEAST $\frac{1}{4}$ OF SECTION 31, TOWNSHIP 20 SOUTH, RANGE 25 EAST, IN LAKE COUNTY, FLORIDA.

Extended Aerial

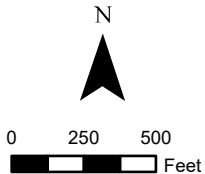


Legend

-  Subject Properties
-  Parcels

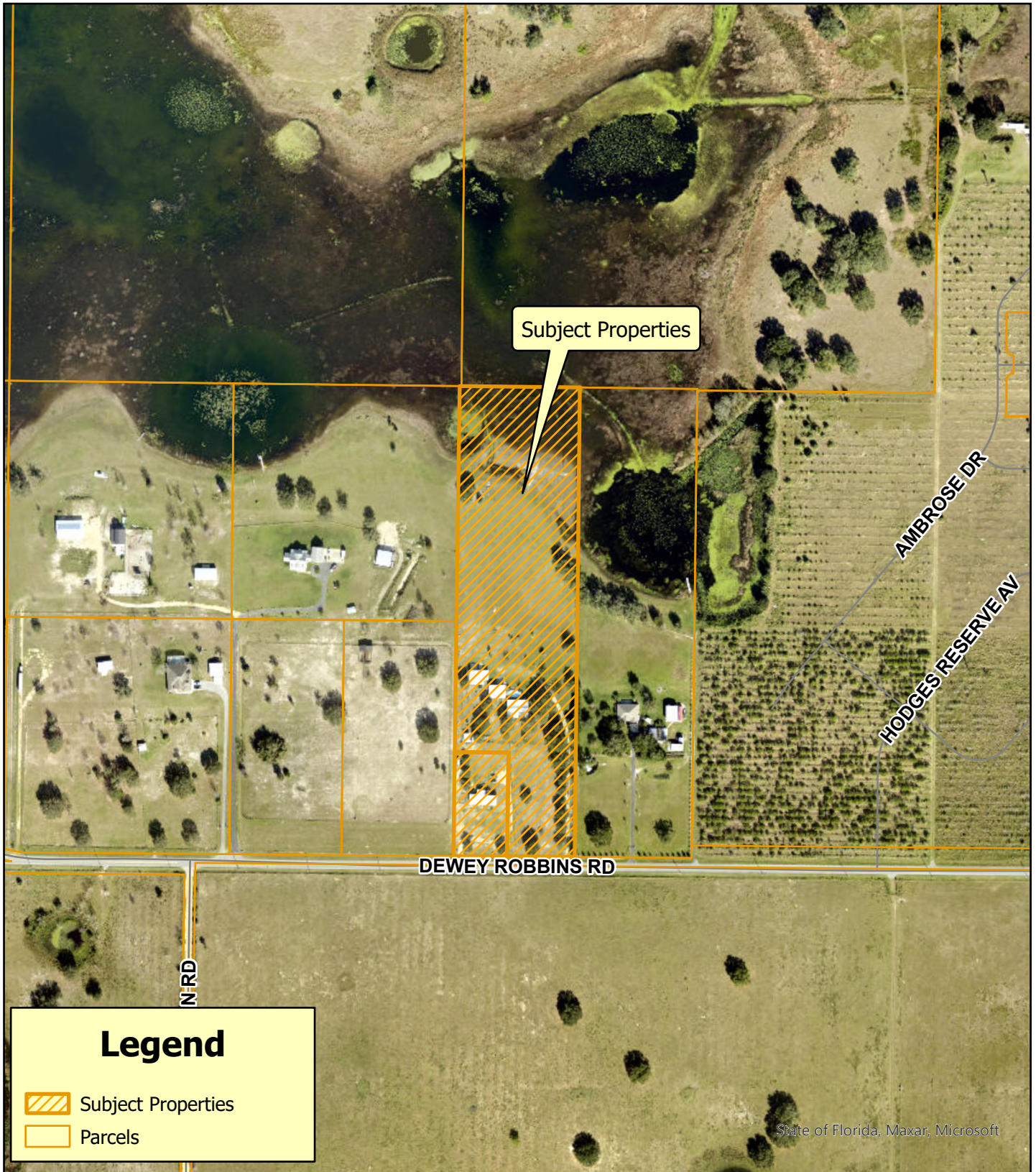


**Planning
& Zoning
Division**

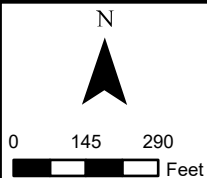


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 9, 2024

Aerial



**Planning
& Zoning
Division**



Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 9, 2024



Close up of Sign on Property from Dewey Robbins Road.



Looking north into the property from Dewey Robbins Road.



Looking east along Dewey Robbins Road.



Looking south across Dewey Robbins Road.

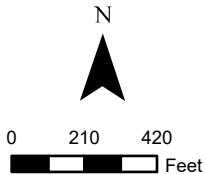


Looking west along Dewey Robbins Road.

City of Leesburg Zoning

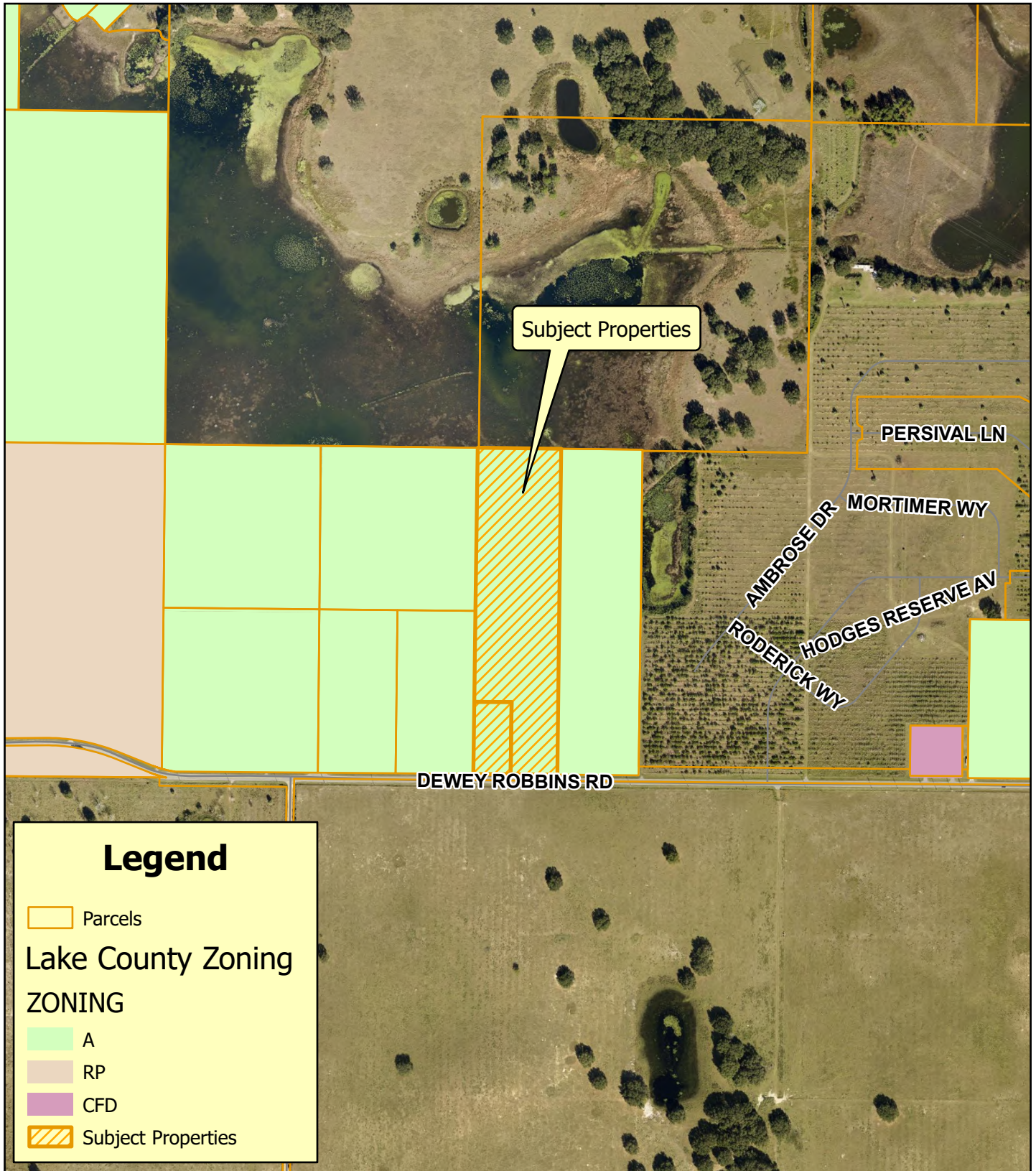


**Planning
& Zoning
Division**

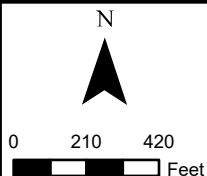


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 13, 2024

Lake County Zoning



**Planning
& Zoning
Division**

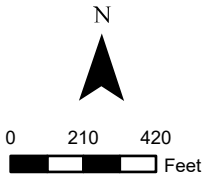


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 13, 2024

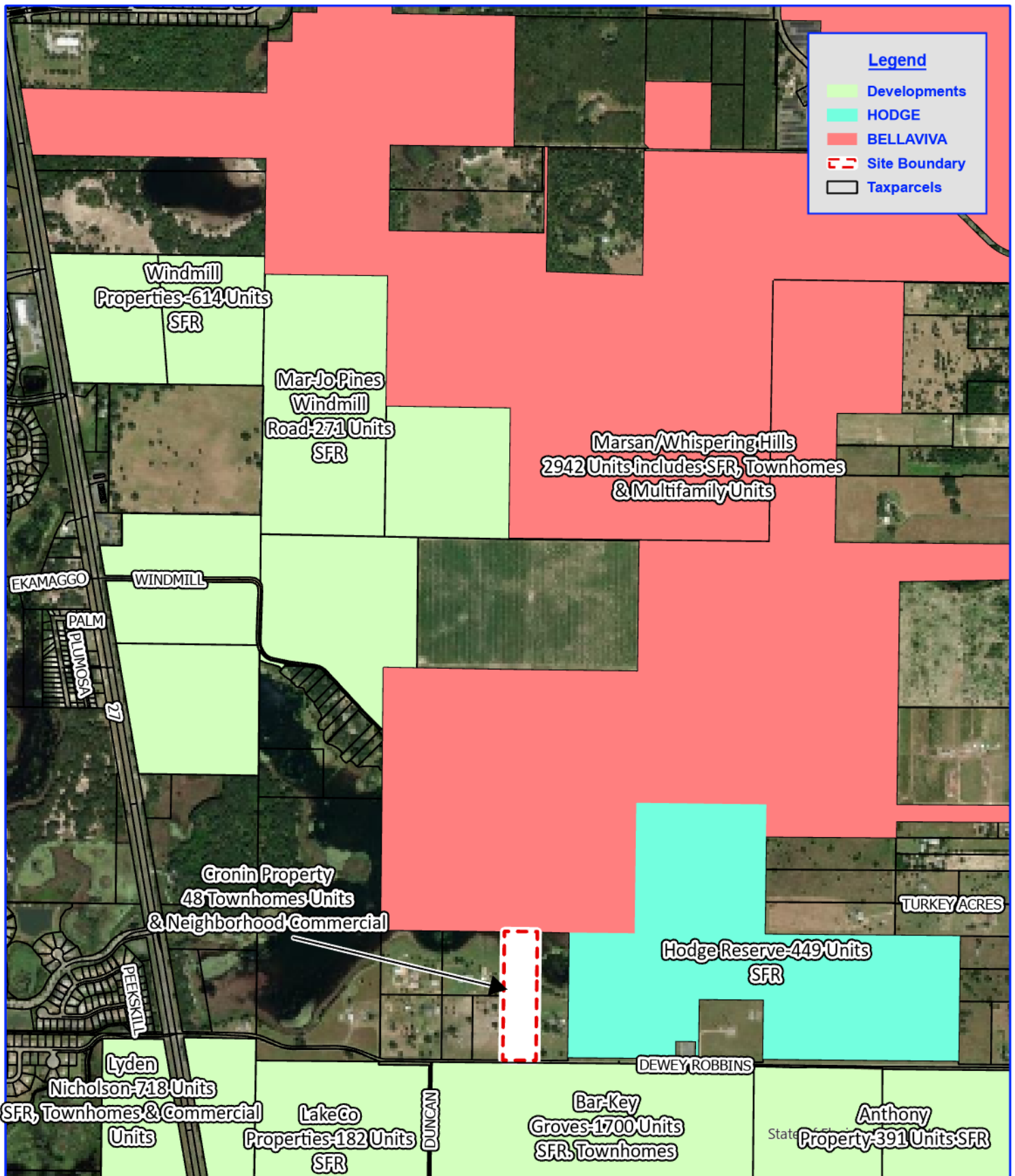
Proposed Zoning



**Planning
& Zoning
Division**



Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 13, 2024



330 0 330 650 980 1,300 1,600 Feet
Scale: 1:2,500

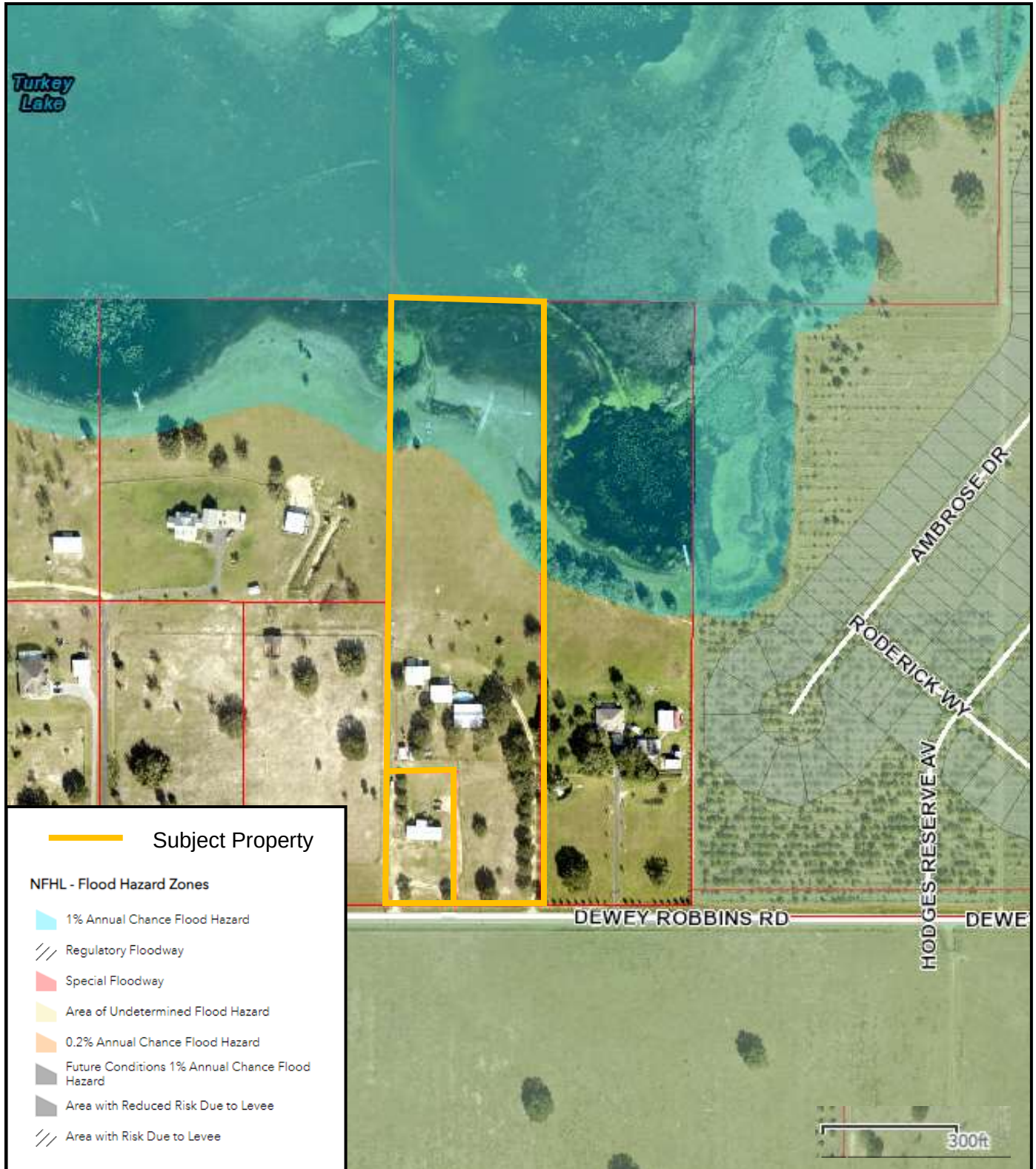
Michael J. Cronin Nearby Development

Lake County, Florida
Leesburg

Project: 2098 -1
File: Cronin
Name: Aerial
PM: H. Urwiller
Date: December 6th, 2024
Created By: T. Kalebaugh



Flood Zone

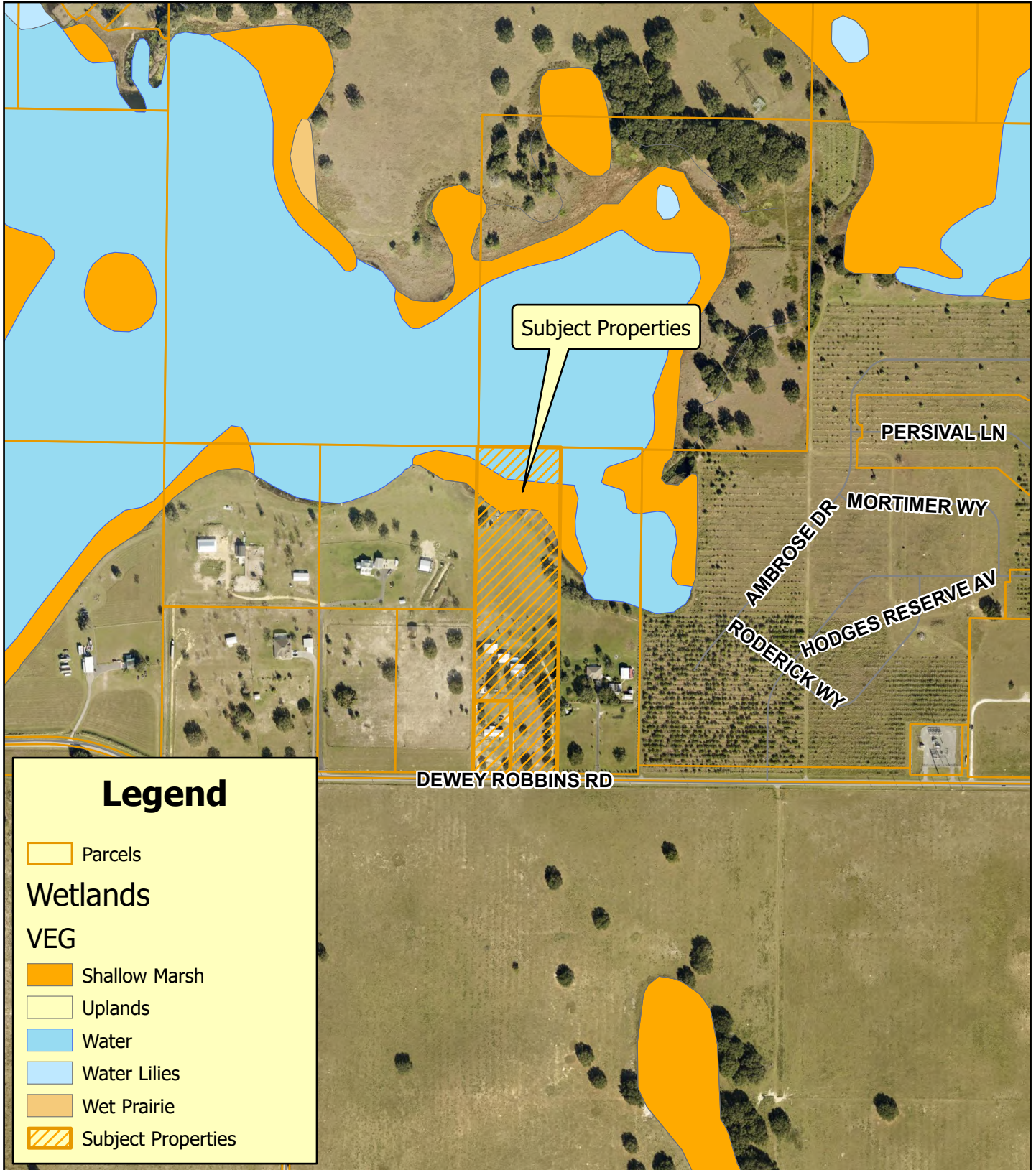


**Planning
& Zoning
Division**

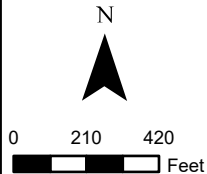


Cronin-Dewey Robbins
Case #s ANNX-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 16, 2024

Wetlands



**Planning
& Zoning
Division**



Cronin-Dewey Robbins
Case #s ANN-24-283; SSCP-24-284; SPUD-24-285
Alternate Key #s: 1030226 & 3881453
Section 31, Township 20 South, Range 25 East
September 16, 2024

**CITY OF LEESBURG PLANNING & ZONING DIVISION
DEPARTMENTAL REVIEW SUMMARY**

DATE: November 21, 2024
OWNER: Michael J. Cronin and Kim R. Cronin
PETITIONER: Michael J. Cronin and Kim R. Cronin
PROJECT: Cronin-Dewey Robbins
REQUEST: Amend the Comprehensive Plan from Lake County Rural to City of Leesburg Low Density Residential and Rezone from Lake County A (Agriculture) to City SPUD (Small Planned Unit Development) to allow townhomes and retail commercial.
CASE NO.: (ANNX-24-283); SSCP-24-284; SPUD-24-285

THE FOLLOWING COMMENTS RECEIVED FROM EACH DEPARTMENT:

POLICE

No comments received as of 11/15/2024.

FIRE

In reference to Case Number ANNX-24-283. SSCP-24-284, SPUD-24-285

NFPA 1710 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments, 2020 Edition. The subject property referenced in Case Number ANNX-24-283. SSCP-24-284, SPUD-24-285 is outside the recommended four-minute response time for initial responding fire apparatus.

4.1 Fire Department Organizational Statement.

4.1.2.1

The fire department shall establish the following performance objectives for the first-due response zones that are identified by the AHJ:

- (1) Alarm handling time completion in accordance with 4.1.2.3
- (2) 80 seconds turnout time for fire and special operations response and 60 seconds turnout time for EMS response
- (3)* 240 seconds or less travel time for the arrival of the first engine company at a fire suppression incident
- (4) 360 seconds or less travel time for the arrival of the second company with a minimum staffing of 4 personnel at a fire suppression incident
- (5) For other than high-rise, 480 seconds or less travel time for the deployment of an initial full alarm assignment at a fire suppression incident
- (6) For high-rise, 610 seconds or less travel time for the deployment of an initial full alarm assignment at a fire suppression incident
- (7) 240 seconds or less travel time for the arrival of a unit with first responder with automatic external defibrillator (AED) or higher-level capability at an emergency medical incident
- (8) 480 seconds or less travel time for the arrival of an advanced life support (ALS) unit at an emergency medical incident, where this service is provided by the fire department provided a first responder with an AED or basic life support (BLS) unit arrived in 240 seconds or less travel time

- Captain Amanda Stevenson, 11/15/2024

ELECTRIC

This is outside Leesburg electric service territory. We have no comments. – Steve Davis, 10/30/2024.

GAS

Gas Department – No Comment – Wayne Williams. 10/30/2024

GIS

No comments received as of 11/15/2024.

BUILDING

No comments received as of 10/18/2024.

PUBLIC WORKS

No comments received as of 11/15/2024.

GIS/ADDRESSING

No comments received as of 11/15/2024.

HOUSING & REDEVELOPMENT

No comments received as of 11/15/2024.

LAKE COUNTY SCHOOLS

This project would be subject to school concurrency review. Please have the applicant contact myself or Helen LaValley for more information. – Heather Croney, 10/30/2024.

LAKE COUNTY PUBLIC WORKS

See attached letter.

PUBLIC RESPONSES

Approval

Disapproval

2

No comment

Notice of Appearance filed:

PUBLIC COMMENTS (APPROVAL WITH REQUESTS)

PUBLIC COMMENTS (DISAPPROVAL):

1. "City of Leesburg,

Please do not approve this. It's not conforming to our road. It's bad enough that you're developing anything on Dewey Robbins Road. Now I understand why these builders came to you after being denied through the count. Don't you want to keep a decent name for yourself? What needs to really happen for you guys to NOT move forward with this? Please advise,"

-Russell & Lori Brown, 11/12/2024

2. "Dear:

Our property borders Cronin's property. We oppose the annexation for the following reasons:

1. This property is located within the Yalaha-Lake Apopka Rural Protection Area.
2. The traffic generated from this development would significantly impact Dewey Robbins Road.
3. The density of the townhomes needs to be reduced or single-family homes should be built.
4. Commercial/retail/daycare businesses should be located on Highway 27 to better serve the area.

I am pleading with you to reduce the density, build single family homes, and exclude commercial/retail structures."

-Randy/Joyce Graham 11/7/2024



Department of Public Works, Engineering Division
P.O. Box 7800 • 350 N. Sinclair Ave. • Tavares, FL 32778

October 31, 2024

Max VanAllen
Planner
City of Leesburg
Planning and Zoning Department
204 North 5th Street
Leesburg, Florida 34749
(sent via email)

RE: PROJECT: Cronin Dewey Robbins / Planned Unit Development
CASE NO.: PUD-24-285

Thank you for requesting our comments on this planned unit development.

The below information neither constitutes an approval nor a denial by Lake County Board of County Commissioners or Lake County staff. Specifically, the County Commissioners have neither discussed nor voted on this project. These recommendations are only from the Lake County Department of Public Works. The Office of Planning and Zoning, Office of Building Services, Office of Fire Rescue, and other associated offices have NOT provided comments on this development. Further input by these groups may be required.

Major comments for Dewey Robbins Road

- Turn Lanes are required on Dewey Robbins Road at the development's proposed access.
- Additional right-of-way may be required for Dewey Robbins Road.
- A traffic impact study is recommended to be provided and reviewed prior to the PUD hearing.

P 352.253.6000 • F 352.253.9025
Board of County Commissioners • www.lakecountyfl.gov

Douglas B. Shields
District 1

Sean M. Parks, AICP, QEP
District 2

Kirby Smith
District 3

Leslie Campione
District 4

Josh Blake
District 5

Lake County Department of Public Works recommended requirements for the Cronin Dewey Robbins PUD impacts to roadways and drainage systems:

Dewey Robbins Road:

- Access off Dewey Robbins Road will need to meet Lake County access management requirements.
- Left and Right Turn Lanes on Dewey Robbins Road at the proposed entrances to this development will be required.
- A sidewalk along Dewey Robbins Road frontage will be required to meet City of Leesburg and Lake County requirements.
- Additional right-of-way for Dewey Robbins Road may be required to meet the minimum requirements for a collector roadway and to accommodate the offsite road improvements while maintaining the road drainage. Further evaluation will be performed with subdivision plans based on impacts due to drainage, sidewalk, turn lanes, shoulders, etc.
- Dewey Robbins Road is defined with a functional road classification of 'collector rural' by the Lake County Comprehensive Plan and adopted Lake-Sumter Metropolitan Planning Organization (LSMPO) Plan.

Traffic:

- A Traffic Impact Study (TIS) will be required of this development for review by the Lake-Sumter MPO and Lake County Public Works Department. The TIA will need to follow the Lake-Sumter MPO Traffic Impact Analysis Methodology and Guideline the methodology will need to be worked out prior to TIS submittal.
- The TIS is highly recommended to be provided for review by Lake-Sumter MPO and Lake County prior to public hearings for the PUD.

Internal connectivity:

- The development is recommended to have internal pedestrian and bicycle connectivity throughout the development and to Dewey Robbins Road.

Stormwater Management:

- The site's stormwater management design will need to be reviewed by Lake County when submitted to both the City of Leesburg and St Johns River Water Management District. We may require Lake County stormwater design standards on ponds that outfall or affect surrounding unincorporated lands or onto county roads.

RE: PROJECT: Cronin Dewey Robbins/ Planned Unit Development
CASE NO.: PUD-24-285

Please be advised that this letter pertains to transportation, access management, stormwater, and floodplain related impacts foreseen from the proposed PUD application as reviewed by Lake County Department of Public Works. This letter does not include any land use, zoning, or any other elements that may be addressed by other departments, such as Lake County Department of Economic Growth - Office of Planning and Zoning.

Please contact me if you have any questions concerning the comments and recommendations provided in this letter.

Sincerely,

Seth Lynch

Seth Lynch
Development Engineer/Project Manager
Lake County Department of Public Works
Engineering Division
slynch@lakecountvfl.gov

Cc Jeff Earhart, Engineering Manager for Lake County
Mike Fitzgerald, Planning Director for Lake County
Janie Barron, Chief Planner for Lake County
Dan Miller, Planning Manager for City of Leesburg

**CITY OF LEESBURG PLANNING & ZONING DIVISION
STAFF SUMMARY**

DATE: November 21, 2024

OWNER: Michael J. Cronin and Kim R. Cronin

PETITIONER: Michael J. Cronin and Kim R. Cronin

PROJECT: Cronin-Dewey Robbins

REQUEST: Amend the Comprehensive Plan from Lake County Rural to City of Leesburg Low Density Residential and Rezone from Lake County A (Agriculture) to City SPUD (Small Planned Unit Development) to allow townhomes and retail commercial.

CASE NO.: (ANNX-24-283); SSCP-24-284; SPUD-24-285

GENERAL LOCATION: North of Dewey Robbins Road, east of US Highway 27.

FUTURE LAND USE DESIGNATION: Lake County Rural

SURROUNDING FUTURE LAND USE DESIGNATION:

North – City of Leesburg Neighborhood Mixed Use
South – City of Leesburg Estate Residential
East – Lake County Rural; City of Leesburg Estate Residential
West – Lake County Rural, Rural Transition

PROPOSED FUTURE LAND USE DESIGNATION: City of Leesburg Low Density Residential

EXISTING ZONING DESIGNATION: Lake County A (Agriculture)

SURROUNDING ZONING DESIGNATIONS:

North – City of Leesburg PUD (Planned Unit Development)
South – City of Leesburg PUD (Planned Unit Development)
East – Lake County A (Agriculture)
West – Lake County A (Agriculture), RP (Residential Professional)

PROPOSED ZONING DESIGNATION: City SPUD (Small Planned Unit Development)

EXISTING LAND USE: Residential, including two (2) manufactured homes, one (1) utility building, one (1) carport.

SURROUNDING LAND USE:

North – Non-Agricultural Acreage
South – Pasture Improved Hay Acreage
East – Residential; Orange Grove
West – Residential; Pasture Improved Hay Acreage

PROPOSED LAND USE: 48 townhomes and 15,000 square feet of retail commercial.



CITY OF LEESBURG PLANNING & ZONING DEPARTMENT RECOMMENDATIONS

DATE: November 21, 2024
OWNER: Michael J. Cronin and Kim R. Cronin
PETITIONER: Michael J. Cronin and Kim R. Cronin
PROJECT: Cronin-Dewey Robbins
REQUEST: Rezone from Lake County A (Agriculture) to City SPUD (Small Planned Unit Development) to allow 48 townhomes and 15,000 square feet of commercial uses.
CASE NO.: SPUD-24-285

THE PLANNING & ZONING DEPARTMENT RECOMMENDS:

APPROVAL of the request

for the following reason(s):

1. The proposed request for a SPUD (Small Planned Unit Development) zoning is compatible with the current surrounding zoning districts, and previously-zoned development, including City of Leesburg PUD (Planned Unit Development), Lake County A (Agriculture), and RP (Residential Professional).
2. The proposed request for the Future Land Use designation of Low Density Residential, is compatible with the proposed zoning of SPUD (Small Planned Unit Development).
3. The site is located near existing City utilities on US 27 and upcoming utility improvements along Dewey Robbins Road.
4. The proposed request does not appear to create a detriment to surrounding properties, based on the utility improvements and proximity to future development.

Action Requested:

1. Vote to **approve** the proposed rezoning from Lake County A (Agriculture) to City SPUD (Small Planned Unit Development), and forward this recommendation to the City Commission for consideration.

**CRONIN-DEWEY ROBBINS
PUD (PLANNED UNIT DEVELOPMENT) AGREEMENT
City of Leesburg, Florida
November 21, 2024**

These Planned Unit Development Conditions for a SPUD (Small Planned Unit Development) zoning district are granted by the City of Leesburg Planning Commission, Lake County, Florida to **Michael J. Cronin and Kim R. Cronin, 6531 Dewey Robbins Road, Howey in the Hills, FL 34737, as “Permittee” (Michael Rankin, LPG Urban and Regional Planners, 1162 Camp Ave, Mount Dora, FL 32757, Agent)**, for the purposes described herein, and subject to the terms and conditions as set forth in this document, pursuant to authority contained in Chapter 25 “Zoning”, Section 25-278 “Planned Unit Development” of the City of Leesburg Code of Ordinances, as amended.

BACKGROUND

The "Permittee" is requesting a Small Planned Unit Development (SPUD) zoning district to allow future construction of a proposed residential development consisting of a maximum of 48 attached single-family residential units and a maximum of 15,000 square foot commercial component adjacent to Dewey Robbins, on approximately 9.94 +/- acres, generally located north of Dewey Robbins Road, east of US Highway 27, on a site within the City of Leesburg in accordance with their SPUD application and supplemental information.

PURPOSE

The purpose of this document is to provide appropriate zoning standards for a high-quality built environment through the application of flexible and diversified land development requirements, which shall be implemented in conjunction with a master site development plan and the City of Leesburg Code of Ordinances, therefore allowing for efficient and optimal use of the subject property, and to increase the overall economic opportunity and employment base of Leesburg, Florida.

CONDITIONS

The following conditions shall apply to the development proposed herein. In the event of any conflict between the conditions of this document and the City of Leesburg Code of Ordinances, this document shall prevail as the determining requirement.

1. **PERMISSION** is hereby granted to **Michael J. Cronin and Kim R. Cronin, 6531 Dewey Robbins Road, Howey in the Hills, FL 34737, as “Permittee” (Michael Rankin, LPG Urban and Regional Planners, 1162 Camp Ave, Mount Dora, FL 32757, Agent)**, to construct, operate, and maintain a Small Planned Unit Development in and on real property in the City of Leesburg, in accordance with the requirements set forth herein. The property is more particularly described below.
2. **LEGAL DESCRIPTION**

See attached **Exhibit B, Legal Description.**

3. **LAND USE**

The above-described property, containing approximately 9.94 acres, shall be used for single-family attached residential development, with a commercial component sited adjacent to Dewey Robbins Road, having a maximum of 15, 000 square feet of commercial development, pursuant to City of Leesburg development codes and standards.

A. **Permitted Residential Uses**

- 1) Attached single-family residential units (townhomes; front or rear loaded).
- 2) Detached single-family residential units, provided the lots are a minimum of 50-foot wide and meet all minimum development standards of the R-1 (Low Density Residential) zoning district.

B. **Permitted Commercial Uses**

- 1) Medical/Veterinary
- 2) Retail
- 3) Multi/Single-story Self Storage
- 4) Daycare or Elderly Daycare
- 5) Office Space/Professional Services
- 6) Insurance
- 7) Boat & RV Storage
- 8) Personal Services/Salon Suites
- 9) Assisted Living
- 10) Flex Space

C. Location of all permitted uses shall be substantially with the intent of the conceptual site plan shown in **Exhibit C.**

D. **Prohibited Uses**

- 1) Duplex/Triplex uses.
- 2) Multi-family units (apartments).
- 3) All other uses not specifically permitted within these conditions under Permitted Uses above shall be prohibited.

E. **Accessory Uses**

- 1) Accessory structures
- 2) Recreational Uses (Trails/Dog Park/Swimming pool/Volleyball Court, etc.)
- 3) Accessory retail within a recreation center or clubhouse, intended for the primary use of residents, such as a snack bar.
- 4) Temporary modular sales center office (during construction and sales of new units) and construction offices, not to exceed two years from the approval of the final plat of the final phase for the subdivision. Model townhomes may be used as sales centers during the duration of the project.

4. **DEVELOPMENT STANDARDS**

- A. The project shall contain a maximum of 48 single-family residential units, at a gross density not to exceed 4.82 units per acre on the approximately 9.94-acre site, as shown on **Exhibit C, Conceptual Site Plan**.
- B. Attached single-family lot width sizes shall include minimum 20-foot lots.
- C. Detached single-family residential lots shall be minimum of 50-foot wide, and meet all minimum development standards of the R-1 (Low Density Residential) zoning district, per City of Leesburg Code of Ordinances, Chapter 25, Section 25-280, Table 4-2.
- D. The maximum impervious surface for the project shall be 65%. Community and private swimming pools shall not count toward the impervious surface calculation.
- E. The minimum lot development standards for attached single-family units (townhome lots) shall be:
 - 1. For 20-foot minimum townhome lots (Front- or rear-loaded):
 - a. Minimum living area (under roof): 1,000 square feet.
 - b. Each additional bedroom to the above the minimum house size shall be a minimum of 120 square feet, including closet.
 - c. Maximum building height: 2 stories, or 35-feet
 - d. Minimum lot size shall be 2,000 square feet.
 - e. Minimum width:
 - Interior lot – 20 feet;
 - End unit lot – minimum 22 feet
 - f. Minimum depth 100 feet
 - g. Minimum building setbacks:
 - Front – 25 feet;
 - Rear – 20 feet;
 - Side (between buildings) – 15 feet;
 - Side (street) – 15 feet.
 - 2. For all structures:
 - a. Each dwelling unit shall have a minimum two off-street parking spaces.
 - b. Accessory structures shall have a minimum rear and side setback of 5-feet and single accessory structures that are not attached to the principal structure shall not occupy more than 30 percent of the required rear yard.
 - c. As part of the site plan approval process, city staff shall review final site design standards in accordance with the approved SPUD (Small Planned Unit Development) zoning conditions set forth herein.

5. DESIGN/ARCHITECTURAL STANDARDS

- A. All buildings shall utilize at least five (5) of the following design features to provide visual relief along all elevations of the buildings. Designs may vary throughout the development.
 - 1) Dormers

- 2) Gables
 - 3) Recessed or raised entries
 - 4) Covered porch entries
 - 5) Cupolas
 - 6) Pillars or decorative posts
 - 7) Bay window (minimum 12-inch projections)
 - 8) Eaves (minimum 6-inch projections)
 - 9) Front windows with arched glass tops and minimum 4-inch trim.
 - 10) Garage vehicle doors shall incorporate the following elements: raised decorative panels, decorative glass panels or panes, decorative hinges, etc.
 - 11) Front doors shall incorporate the following decorative elements: raised decorative panels, decorative glass panels or panes, decorative handles, etc.
 - 12) Stone accents
 - 13) Shutters
 - 14) Board and batten siding
 - 15) Hardy board siding
 - 16) Raised banding
 - 17) Craftsman style garage doors
- B. Exterior building materials contribute significantly to the visual impact of a building on the community. These materials shall be well designed and integrated into a comprehensive design style for the project. The total exterior wall area of each building elevation shall be composed of one of the following:
- 1) At least thirty-five percent (35%) full-width brick or stone (not including window and door areas and related trim areas), with the balance being any type of lap siding and/or stucco.
 - 2) At least thirty percent (30%) full-width brick or stone, with the balance being stucco and/or a “cementitious” lap siding. (A “cementitious” lap siding product is defined as a manufactured strip siding composed of cement-based materials rather than wood fiber-based or plastic-based materials. For example, Masonite or vinyl lap siding would not be allowed under this option.).
 - 3) All textured stucco, provided there are unique design features such as recessed garages, tile or metal roofs, arched windows, porches, etc. in the elevations of the buildings or the buildings are all brick stucco. Unique design features shall be reviewed by the Community Development Director for compliance.
- C. Other similar design variations meeting the intent of this section may be approved by the Community Development Director or designee.
- D. The conceptual architectural styles and facades shown in **Exhibit D, Building Elevations** herein are considered to meet the requirements of this section.

- E. The Permittee shall utilize “Dark Sky” lighting principles when selecting lighting fixtures for all street lighting. Such lighting shall achieve the overall effect of containing and shielding excessive light pollution from adjacent properties. Appropriate designs are shown on as **Exhibit E**, attached hereto.

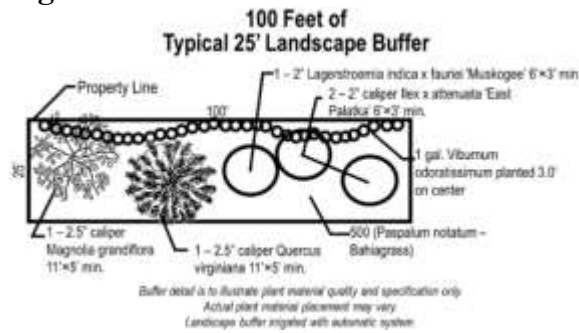
6. **OPEN SPACE, LANDSCAPING & BUFFER REQUIREMENTS**

- A. A minimum of 35% open space shall be provided throughout the development. Open space may consist of buffers, wetlands, retention and recreation areas.
- B. A minimum twenty-five (25) foot buffer tract with plantings as shown in Figures A and B below, shall be provided along the northern and southern boundaries of the property, unless otherwise provided for within these standards.
- C. A minimum ten (10) foot buffer tract with plantings as shown in Figures A and B below, shall be provided along the eastern and western boundaries of the property, unless otherwise provided for within these standards.
- D. Residential unit landscaping requirements:
One (1) understory tree per residential unit shall be planted interspersed between the town home buildings at no less than 50’ spacing along the front. The balance of required trees shall be located between the townhome buildings.
- E. A four (4) foot decorative fence or six (6) foot high privacy fence shall be provided to the east and west of the property, and between the southern commercial portion adjacent to Dewey Robbins Road, and the northern residential area. The samples shown in **Figures 1 & 2** on **Exhibit F, Acceptable Fence Samples** shall be considered to meet these fencing requirements. Variations to the fencing requirements of the code may be approved by the Planning & Zoning Director or designee, as long as the intent of the SPUD is maintained
- F. All other landscaping requirements within development:
All landscaping and buffering shall be in accordance with regulations contained within the City of Leesburg Code of Ordinances, Section 25-329, and at a minimum shall contain the following plantings as noted in Figures A and B below. The number trees required under Section 6 C *Residential unit landscaping requirements*, shall not count toward the minimum required in Figures A and B below:

Figure A

Canopy Trees (per 100 l.f.)	2 per 100 linear ft
Tree CAL/Height	2" cal, 12' overall height
Optional Ornamental Trees (per 100 l.f.)	3 per 100 linear ft
Tree CAL/Height	2" cal, 7' overall height
Shrub Screen (per 100 l.f.)	
Square Ft. of Shrubs	(33) 3 gal plants, 18"—24" minimum at installation (depending on species); hedges to be 36"—42" high by thirty-six (36) inches wide hedge or continuous landscape screen with a ninety (90) percent opacity within one (1) year of planting
Container size	3 gal

Figure B



G. Variations to the landscape requirements of the code may be approved by the Planning & Zoning Director or designee, as long as the intent of the SPUD and the Landscaping Code are maintained, including consideration of existing fencing on adjacent properties and existing natural vegetative buffers.

H. The surveying of trees on the property shall be conducted as follows:

- 1) All specimen, heritage and historic trees shall be surveyed. Staff will review the tree survey and such trees shall be saved where possible during the site plan review process. This may include amending the site plan to save as many specimen, heritage and historic trees as feasible.
- 2) Site areas that are to preserve existing trees do not need to be included in the survey unless the trees are to be used in preservation/replacement requirements. Any preserved trees outside the perimeter landscape buffer will count toward the minimum requirements in Section 6, Item C.
- 3) The tree survey shall be completed by a licensed surveyor.

7. **SITE ACCESS AND SIGNAGE**

A. Access locations depicted on the Master Development Plan are conceptual and subject to Lake County approval. Actual location and design of the roads shall be determined at the site plan review process and shall include consideration of, and connection to, sidewalks, recreation paths, etc. All other access shall be reviewed for necessity and requirements through Lake County and the City of Leesburg development and permitting processes. Any additional access points shall be subject site plan application review process.

- 1) The primary vehicular access to the development shall be constructed as a divided boulevard type entrance.
- 2) The main divided boulevard type vehicular access shall be at Dewey Robbins Road, Lake County Access requirements permitting.
- 3) Offsite road improvements on existing roads adjacent to the property may be required based on finalized access locations. Such improvements may include, but are not limited to, left and right turn lanes, right-of-way

- dedication, and pavement rehabilitation. Any proposed offsite road improvements must be approved by Lake County Public Works.
- 4) Prior to completion of the subdivision design plans, the developer shall work with the Lake County Department of Public Works to ensure all appropriate required roadway and access improvements for the development are made part of the plans submitted to the City of Leesburg.
 - 5) The Master Development Plan, and the access points proposed thereon, are considered conceptual until the appropriate engineering and site plan reviews, along with any required upgrades are completed for the project.
- B. All access points are subject to review and approval by the appropriate permitting agency, including FDOT, Lake-Sumter Metropolitan Planning Organization, Lake County and the City of Leesburg as applicable. The developer shall be responsible for on and offsite improvements required as a result of any access points. The developer shall be responsible for all on and offsite improvements required as a result of any access points.
- C. The primary access point shall provide a decorative entry feature to include a concrete, brick or stucco wall at least five (5) feet in height, on each side of the entryway. This may be used for signage per City of Leesburg Code of Ordinances, as amended.
- D. Alternative designs for the ground enclosure supports and bases of a monument sign may be approved by the Planning & Zoning Director or designee, where the architectural style would be in keeping with the intent of these sign regulations.

8. TRANSPORTATION IMPROVEMENTS

- A. Any transportation improvements or rights-of-way that may be required shall be based on projected needs and shall be contingent upon site plan approval by City staff during the development review and permitting process. The plan review process shall include consideration of sidewalks, recreation paths etc.
- B. A traffic/transportation study shall be submitted prior to site plan approval for review and determination of any necessary access improvements, including any off-site improvements required by Lake County, the Lake-Sumter MPO or the City of Leesburg. Said improvements will be the responsibility of the Permittee.
- C. The Permittee shall provide necessary traffic improvements within and adjacent to the development as required by Lake County, the Lake-Sumter MPO and City of Leesburg.
- D. All roads within the development shall be designed and constructed to meet the City of Leesburg requirements.
- E. The Permittee shall be responsible for obtaining all necessary Lake County permits and a copy of all permits shall be provided to the City of Leesburg.

- F. The City of Leesburg will not be responsible for the maintenance or repair of any of the roads or transportation improvements. The Permittee shall establish an appropriate legal entity that will be responsible to pay the cost and perform the services to maintain the roads and transportation improvements. Should the Permittee desire to dedicate the proposed project's internal road system to the City of Leesburg; the City, at its discretion, may accept or not accept the road system. Prior to acceptance, the Permittee shall demonstrate to the City that the road system is in suitable condition and meets City of Leesburg requirements. As a condition of accepting the roadway system the City may create a special taxing district or make other lawful provisions to assess the cost of maintenance of the system to the residents of the project and may require bonds or other financial assurance of maintenance for some period of time.
- G. Sidewalks shall be provided on both sides of the boulevard entrance road and throughout the development. Sidewalks shall provide cross connections to all recreation and residential areas. Internal road rights-of-ways shall be of sufficient width to contain sidewalks on both sides of the road. All sidewalks shall be constructed in accordance with City of Leesburg Codes.

9. **UTILITIES**

Prior to receiving final development approval, the Permittee shall submit a stormwater management plan and utility plan acceptable to the City of Leesburg. Water, wastewater and natural gas services will be provided by the City of Leesburg. Prior to any clearing, grubbing, or disturbance of natural vegetation in any phase of the development, the Permittee shall provide:

- A. A detailed site plan that indicates all the provisions for electric, water, sewer, and/or natural gas in accordance with the City of Leesburg Land Development Codes.
- B. Developer shall bear all responsibility, financial and otherwise, for the construction and installation of all utility infrastructure and other improvements related to the use and development of the property, including such off-site improvements required by the City and all other appropriate government agencies. All such requirements shall be constructed to the applicable specifications imposed by the ordinances and regulations of the City in effect at the time of construction.
- C. The City of Leesburg intends to service the property with water and wastewater services at this time. At the time of connection, all regulations in place at the time of the request shall be required, including but not limited to impact fees, connection and utility service deposit charges. The cost of supplying water and wastewater lines and other necessary infrastructure, such as lift stations for the development shall be the responsibility of the applicant.

10. **STORMWATER/DRAINAGE MANAGEMENT**

All drainage shall be designed and constructed in a manner to meet all State of Florida and City of Leesburg codes, including the requirement that all stormwater runoff is contained

within the boundaries of the properties, and does not create a detriment to surrounding properties. Prior to receiving final development approval, the Permittee shall submit a stormwater management plan and utility plan acceptable to the City of Leesburg. Prior to any clearing, grubbing, or disturbance of natural vegetation in any phase of the development, the Permittee shall provide:

- A. A detailed site plan that demonstrates no direct discharge of stormwater runoff generated by the development into any wetlands or onto adjacent properties.
- B. A stormwater management system designed and implemented to meet all applicable St. Johns River Water Management District and City of Leesburg requirements.
- C. A responsible legal entity for the maintenance of the stormwater management system on the plat prior to the approval of the final plat of record. A homeowner's association is an acceptable maintenance entity.
- D. The existing 100-year flood plain shown shall be shown on all plans and lots.
- E. The appropriate documentation that any flood hazard boundary has been amended in accordance with Federal Emergency Management Agency requirements, if the 100-year flood plain is altered and /or a new 100-year flood elevation is established in reference to the applicable flood insurance rate map.
- F. A copy of the Management and Storage of Surface Waters permit obtained from St. Johns River Water Management District shall be provided to the City during the site plan review process.
- G. Should the Permittee desire to dedicate the proposed project's stormwater management system to the City of Leesburg; the City, at its discretion, may accept or not accept the stormwater management system. Prior to acceptance, the Permittee shall demonstrate to the City the stormwater management system is in a suitable condition and meets City of Leesburg and St. Johns River Water Management District requirements. As a condition of accepting the system the City may create a special taxing district or make other lawful provisions to assess the cost of maintenance of the system to the residents of the project.

11. WETLANDS, FLOOD ZONES & WILDLIFE

- A. All wetlands on the project site shall be identified by a jurisdictional wetland boundary line, and the location and extent of each wetland shall be determined by the Department of Environmental Protection, St. Johns River Water Management District and/or U.S. Army Corp of Engineers. Each wetland shall be placed on a suitable map, signed and sealed by a surveyor registered to practice in Florida and shall be submitted as part of the site plan application process.
- B. To the extent practicable, wetlands shall be placed in a conservation easement, which shall run in favor of, and be enforceable by, the St. Johns River Water

Management District or another legal entity such as a homeowners association. The conservation easement shall require that the wetlands be maintained in their natural and unaltered state. Wetlands shall not be included as a part of any platted lot, other than a lot platted as a common area, which shall be dedicated to the St. Johns River Water Management District or another legal entity such as a homeowners association for ownership and maintenance.

- C. Buildings or structures shall be a minimum of 50 feet from any wetland jurisdiction boundary.
- D. Wetlands shall have an average upland buffer of 25 feet, with a minimum of 15 feet or the upland buffer established by St. Johns River Water Management District and/or U.S. Army Corp of Engineers; whichever is more restrictive. All upland buffers shall be naturally vegetated and upland buffers that are devoid of natural vegetation shall be re-planted with native vegetation or as required by St. Johns River Water Management District and/or U.S. Army Corp of Engineers.
- E. Land uses allowed within the upland buffers for wetlands are limited to stormwater facilities as permitted by St. Johns River Water Management District.
- F. If wetland alteration is permitted by St. Johns River Water Management District and/or U.S. Army Corp of Engineers, wetland mitigation shall be required in accordance with permit approvals from St. Johns River Water Management District or U.S. Army Corp of Engineers, whichever is more restrictive.
- G. If no wetlands are discovered to be present within the development at the time of site plan review and subsequent site work/construction, Section 11, Items A-F (above) shall not apply. The remainder of Section 11 (below) shall still apply.
- H. A wildlife management plan for the project site shall be prepared based on the results of an environmental assessment of the site and any environmental permit required from applicable governmental agencies. The wildlife management plan shall be submitted to the City as part of the site plan application process.
- I. A map indicating the location of the 100-year flood plain.
- J. The appropriate documentation that any flood hazard boundary has been amended in accordance with Federal Emergency Management Agency requirements, if the 100-year flood plain is altered and/or a new 100 year flood elevation is established in reference to the applicable flood insurance rate map.
- K. There are currently FEMA flood zones located throughout the parcel. Through the site plan review process, the developer shall coordinate with the City of Leesburg, Lake County and all impacted government agencies regarding elevation determinations, compensatory storage and overall design of the subdivision within and near flood hazard boundary areas, to ensure compliance with all regulations.

12. **IRRIGATION & WATER USAGE**

- A. All landscaped areas shall be irrigated and designed to meet Section 25-337, Waterwise and Florida Friendly Landscaping, City of Leesburg Code of Ordinances.
- B. The use of St. Augustine grass, or other varieties of grass which require significant amounts of water are prohibited. The use of Bahia, Bermuda, Zoysia or other grasses which are more drought tolerant are permitted.

13. **RECREATIONAL REQUIREMENTS**

- A. Recreational development provided on the site may include active and passive uses, as well as enclosed or unenclosed recreational space, devoted to the joint use of the residents. Such recreational space shall consist of not less than 200 square feet of space per dwelling unit (9,600 square feet maximum), or 0.22 total acres.
- B. Recreational requirements shall include at least one primary common area, such as a pool with cabanas and dedicate parking, as shown on **Conceptual Site Plan, Exhibit C** shall not require a fence as described above.
 - a. The primary recreational facility shall be constructed in conjunction with and completed no later than the completion of the first 5 attached single-family residential units.
- C. Retention parks shall be included in the design of the subdivision and shall be designed such that park areas, which may consist of dry retention areas, may be used as open fields, playgrounds or trails, as shown on the attached **Conceptual Site Plan, Exhibit C**. Wet retention areas shall have a fountain or spray feature to enhance aesthetics and keep the retained water from stagnating.
 - a. Any trails within the development, including within the 25' exterior buffer shall be constructed to comply with ADA standards where required by law. Trails that are not required to meet ADA standards, such as natural or passive trails, shall be constructed to the extent feasible to ensure safety and accessibility, but full ADA compliance is not mandatory unless otherwise specified by Federal Regulations.
- D. Other recreation areas may include such uses as outdoor cooking facilities such as grills, outdoor exercise equipment, youth playgrounds, tot lots, trail/boardwalk overlooks, gazebos, play courts, dog parks, or other similar uses which will meet the intent of this document.

14. **MAINTENANCE**

- A. With the exception of any public utilities, maintenance of all site improvements, including but not limited to roadways, drives, internal sidewalks, landscaping and drainage shall be the responsibility of the property owner. A homeowner's association shall serve as an appropriate entity for all common properties within the development.

15. **DEVELOPMENT PHASING & IMPLEMENTATION**

- A. The proposed project may be constructed in phases in accordance with the Small Planned Unit Development Conditions and Conceptual Plan. Changes to the development conditions or conceptual plan, other than those conditions described in this agreement, shall be revised in accordance with the Planned Development review process, City of Leesburg Code of Ordinances.
- B. As part of the overall development review process, if the project is constructed in phases, the plat of the lots for each approved phase shall contain only portions of the development approved under the Site Plan Review Process, i.e. each phase platted shall match each phase submitted for site plan review.
- C. Upon approval of this SPUD by the City Commission, a development permit or building permit application must be submitted with the City for work related to one or more phases of the SPUD within four (4) years of this approval becoming final with no appeal pending or the SPUD will automatically expire, unless otherwise lawfully extended by the City or Section 252.363, Florida Statutes. In the event the SPUD expires, the Property shall be governed by the zoning regulations applicable to the RE-1 (Estate Density Residential) zoning district.

16. **MISCELLANEOUS CONDITIONS**

- A. The uses of the proposed project shall only be those uses identified in the approved Small Planned Unit Development Conditions. Any other proposed use must be specifically authorized in accordance with the Planned Development amendment process.
- B. No person, firm or corporation shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building structure, or alter the land in any manner without first submitting the necessary plans and obtaining appropriate approvals in accordance with the City of Leesburg Codes.
- C. Construction and operation of the proposed use(s) shall at all times comply with the Small Planned Unit Development conditions set forth herein, and with all City and other governmental agencies rules and regulations.
- D. The transfer of ownership or lease of any or all of the property described in this SPUD Agreement shall include in the transfer or lease agreement, a provision that the purchaser or lessee is made good and aware of the conditions pertaining to the Small Planned Unit Development established and agrees to be bound by these conditions. The purchaser or lessee may request a change from the existing plans and conditions by following the procedures as described in the City of Leesburg Land Development Code, as amended.
- E. These SPUD Conditions shall inure to the benefit of, and shall constitute a covenant running with the land and the terms, conditions, and provisions hereof,

and shall be binding upon the present owner and any successor, and shall be subject to each and every condition as set forth herein.

17. LEVELS OF SERVICE

A. Levels of Service

- 1) As submitted, the development resulting from the proposed zoning change may result in demands on public facilities which could exceed the current capacity of some public facilities, such as, but not limited to water, wastewater, roads, drainage, and solid waste. However, no final development order (site plan and building permits) shall be granted for proposed development until there is a finding that all public facilities and services required for the development have sufficient capacity at or above the adopted level of service (LOS) to accommodate the impacts of the development, or that improvements necessary to bring facilities up to their adopted LOS will be in place concurrent with the impacts of the development.

B. Utilities

1) Projected Capacities

- a. The City's utility planning efforts draw upon phasing, capacity and service requirements, based upon information provided by the applicant. The City develops its plans consistent with sound engineering principles, prudent fiscal practices and due regard for regulatory compliance.
- b. If the development requires construction of new distribution or collection lines, the developer will be required to construct such facilities to provide service. The developer will bear the cost of design, permitting and construction. Any such facilities must be constructed in a fashion consistent with the City's master plans and to the City standards and specifications.

2) Commitment of Capacity

- a. There are no previous commitments of any existing or planned excess capacity for this property.

3) Ability to Provide Services

- a. At this time, the City intends to provide water, wastewater and reclaimed water services within its service area for the foreseeable future.
- b. Future development within the City of Leesburg utility service areas may impact the provision of utility services.

EXHIBIT B**LEGAL DESCRIPTION**

THE WEST $\frac{1}{2}$ OF THE WEST $\frac{1}{2}$ OF THE SOUTHWEST $\frac{1}{4}$ OF THE SOUTHEAST $\frac{1}{4}$ OF SECTION 31, TOWNSHIP 20 SOUTH, RANGE 25 EAST, IN LAKE COUNTY, FLORIDA.

Owner:
Michael & Kim Cronin
6533 Dewey Robbins Rd,
Howey in the Hills, FL 34737
352-988-8906

Agent/Consultant:
UPG Urban & Regional
Planners, LLC
Michael Rankin,
Managing Member
1162 Camp Ave.
Mount Dora, FL 32757
352-383-1940



Notes:
Alt Keys 1030226 & 3861453
Total Acreage: 9.936 (432,826 sf)
Wetlands Acreage: 2.20, 96,024 sf
Net Acreage: 7.736, 336,802 sf
Net Residential Acres: 5.736
Net Commercial Acres: 2 Acs- 2 buildings/2 lots- 5000 sf
Daycare, 5000 sf 2 unit building 2,500 each unit

Flood Zones: A/X
Community Panel 120421-12060CD480E, 12-18-12

Existing PLU: Lake County Rural
Proposed PLU: City of Leesburg, Low Density Residential 8
dus/ac
Existing Zoning: Lake County Agriculture (A)
Proposed Zoning: City of Leesburg Small Planned Unit
Development (SPUD)

Density:
Lot widths: 20' x 110'
Maximum: 8 units per acre
Proposed: 4.8 units per acre

FAR:
Proposed: .04
Allowed: .20

ISR
Allowed: 80%
Proposed: 36%

Open Space
Required: 20%
Proposed: 33%

Proposed Uses:
Townhouses
Pool/Cabanas
Daycare
Office
Retail
Restaurant/Cafe
Personal Services
Water Retention

Maximum Building Height
Allowed: 40'
Proposed: 40'

Setbacks
Front: 20'
Side: 5'/10'
Rear: 10'
Distance between buildings 10'

Buffers
Wetlands: 50'
South: 25'
East: 25'
West: 25'



Total Parking: 62 parking spaces

Commercial:
(1 per 250 sq. ft. of gross leasable area)
Provided: 10

Restaurant:
(1 per 80 sq feet of gross leasable area)
Provided: 32

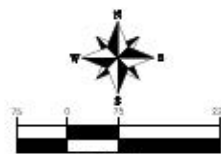
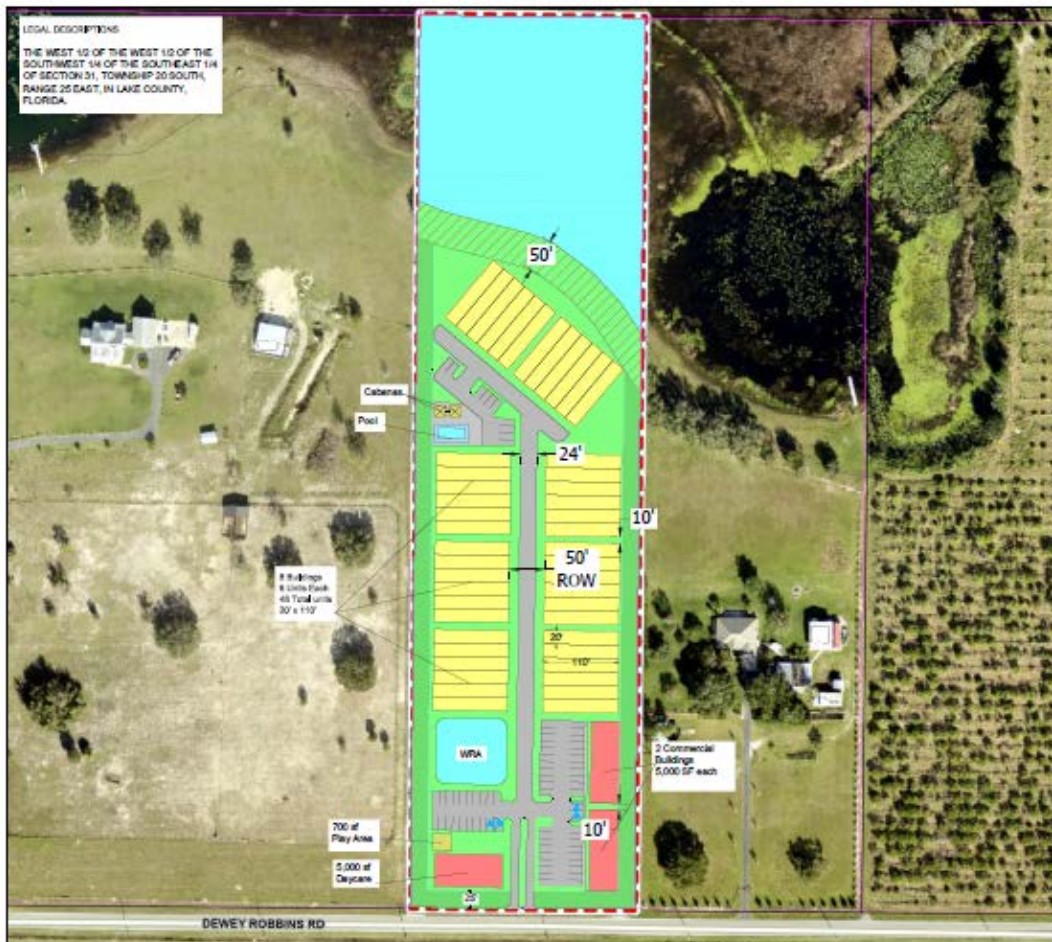
Daycare
5 spaces for transient use plus 1 space per employee
Provided: 20

Handicap Parking Spaces:
(1 space per 25 spaces) Required:
Provided: 4

Bike Parking:
(1 bicycle space shall be required per every 2,500 square
feet of commercial development)
Required: 4
Proposed: 1 bike rack with 4 spaces each per building on
outparcels.

Utility Provider: City of Leesburg water & wastewater,
Electric Provider: Duke Energy
Natural Gas Provider: Lake Apopka Natural Gas
Fire Protection: Lake County
Stormwater Management will be through a system of
swales and retention ponds as required.
Existing Vegetation to be utilized in landscape buffers
wherever possible.

*This plan is conceptual in nature and is subject to change
due to engineering and other influences.



Scale: 1 inch = 75 ft

Cronin Dewey Robbins
Conceptual Plan
Leesburg, FL

UPG
Urban & Regional Planners, LLC.
1162 CAMP AVENUE MT. DORA, FL 32757
(352)383-1940 / FAX (352)383-4824
Project E. Cronin
Alt Key #1: 120421, 3861453
October 26, 2014

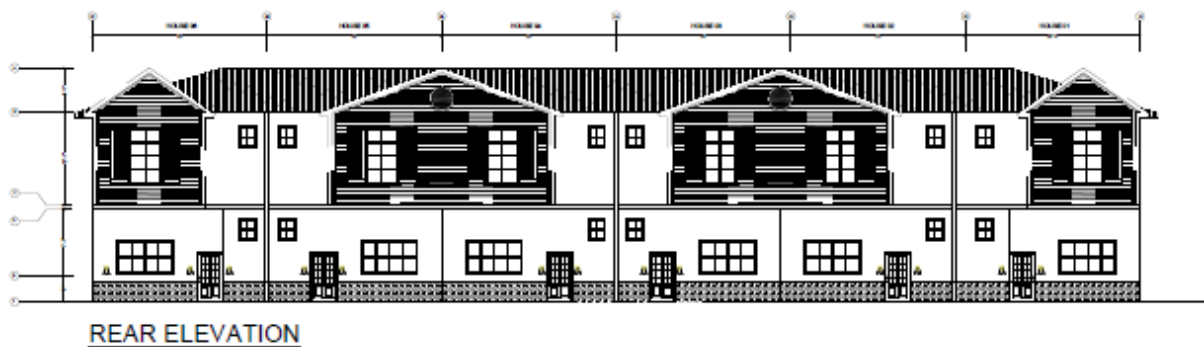
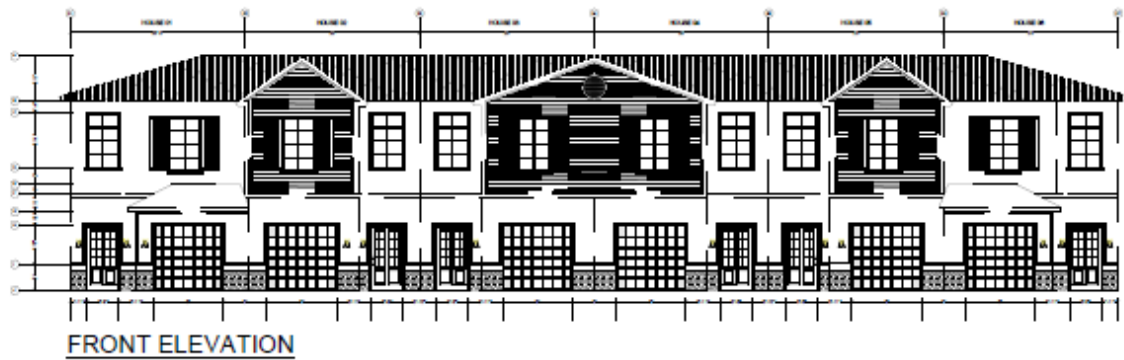


EXHIBIT G

TYPICAL DARK SKY LIGHTING FIXTURES

Examples of Acceptable / Unacceptable Lighting Fixtures





Figure 1 – Opaque vinyl fence option

Example Source Courtesy of Bespoke Fence & Shoreline Vinyl
<https://bespokefence.com/products/vinyl-fences/>; <https://shorelinevinyl.com/fencing-styles/caroline/>



Figure 2 – Split-rail fence option

Example Source Courtesy of Superior Outdoor Products & Peerless Fence
<https://superiorplasticproducts.com/3-rail-vinyl-fence>; <https://www.peerlessfence.com/residential/products/wood/post-rail>



Figure 3 - Aluminum rail fence option

Example Source Courtesy of Vinyl Fence.com
<https://www.buydirectvinylfence.com/5-tall-flat-top-3-rail-aluminum-fence.html>

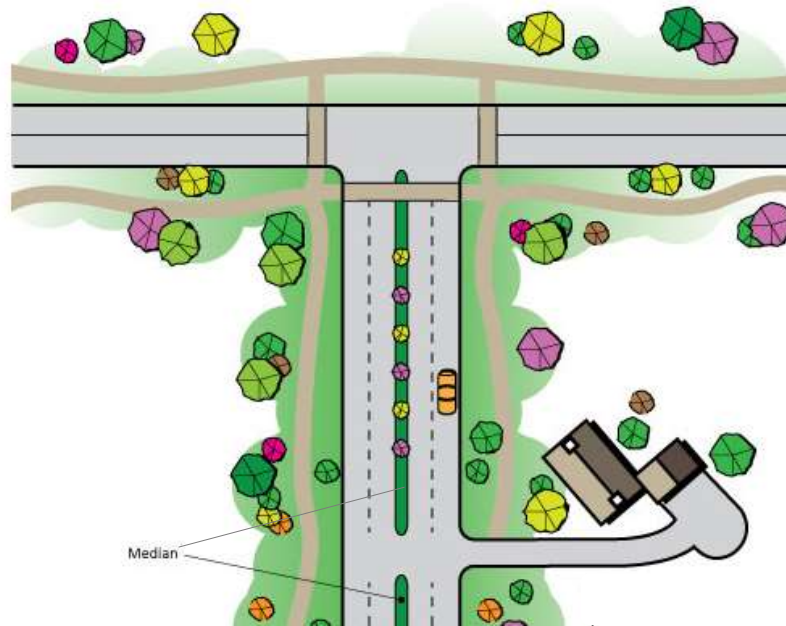


Figure 1 – Divided Boulevard Concept

Example Source Courtesy of Chester County Government

<https://www.chescoplanning.org/municorner/MultiModal/17-Boulevard.cfm>



Figure 2 – Planted Divided Boulevard

Example Source Courtesy of District Works

<https://districtworks.city/landscaping-and-groundkeeping/>



Figure 3 – Planted Divided Boulevard

Example Source Courtesy of Joshua Zeunert via ResearchGate

https://www.researchgate.net/figure/Planted-central-median-swale-used-in-the-Lynbrook-development_fig1_329116840

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.B.1.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director), Max Vanallen, (Senior Planner)

Subject: An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 337.15 +/- acres; and being generally west of Number Two Road and north of Busby Road, lying in Sections 19 and 30, Township 25 South, Range 20 East, Lake County, Florida; providing that said property so annexed shall be liable for its proportionate share of the existing and future indebtedness of said city; providing that such annexed property shall be subject to all laws and ordinances of said city as if all such territory had been a part of the City of Leesburg at the time of passage and approval of said laws and ordinances; providing that such annexed territory shall be placed in City Commission District 3; and providing an effective date. (Silver Springs ANNX)

Staff Recommendation:

The Planning and Zoning staff and the Planning Commission recommend approval of the proposed ordinance for annexation of 337.15 +/- acres.

Analysis:

The applicant has submitted a request for annexation of approximately 337.15 +/- acres, generally located west of Number Two Road and north of Busby Road, as shown on the attached General Location Map. At this time, the property is undeveloped acreage. The current zoning is Lake County A (Agriculture) and CFD (Community Facility District); the proposed zoning is City PUD (Planned Unit Development). The reason for this request is for the developer to utilize City utilities and Codes. The proposal for the development is 825 single-family residences, comprised of 479 50' x 120' lots, 284 60' x 120' lots, 45 70' x 120' lots, and 17 145' x 300' lots, with accompanying amenities.

The property is surrounded by Lake County PUD (Planned Unit Development), A (Agriculture); and City of Leesburg PUD (Planned Unit Development) zoning districts. Under the conditions of the PUD (Planned Unit Development) zoning case which is also on this agenda, no negative impacts are anticipated to adjacent properties.

Also, on this City Commission agenda, is a Large-Scale Comprehensive Plan Amendment, which along with the Planned Unit Development Application, had recommendations for approval from the staff and

Planning Commission at the public hearing held on December 19, 2024.

Procurement Analysis:

N/A

Options:

1. Approve the requested annexation. This would give the City jurisdiction over the use and future development of the subject site and provide for the application of City standards to this property; or
2. Disapprove the proposed annexation and allow the property to remain in the County.

Fiscal Impact:

A positive fiscal impact will result from the annexation of this property due to increased tax revenue added to the General Fund.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, ANNEXING CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 337.15 +/- ACRES; AND BEING GENERALLY WEST OF NUMBER TWO ROAD AND NORTH OF BUSBY ROAD, LYING IN SECTIONS 19 AND 30, TOWNSHIP 25 SOUTH, RANGE 20 EAST, LAKE COUNTY, FLORIDA; PROVIDING THAT SAID PROPERTY SO ANNEXED SHALL BE LIABLE FOR ITS PROPORTIONATE SHARE OF THE EXISTING AND FUTURE INDEBTEDNESS OF SAID CITY; PROVIDING THAT SUCH ANNEXED PROPERTY SHALL BE SUBJECT TO ALL LAWS AND ORDINANCES OF SAID CITY AS IF ALL SUCH TERRITORY HAD BEEN A PART OF THE CITY OF LEESBURG AT THE TIME OF PASSAGE AND APPROVAL OF SAID LAWS AND ORDINANCES; PROVIDING THAT SUCH ANNEXED TERRITORY SHALL BE PLACED IN CITY COMMISSION DISTRICT 3; AND PROVIDING AN EFFECTIVE DATE. (SILVER SPRINGS ANNEX)

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that;

Section 1

Based upon the petition of Tara Tedrow, Esq., Lowndes Law, Petitioner, on behalf of RHV Edison Avenue, LLC, Owner, "Permittee" for the property hereinafter described, shall be annexed into the city limits of the City of Leesburg, Florida, which petition has heretofore been approved by the City Commission of the City of Leesburg, Florida, pursuant to the provisions of the Laws of Florida, the hereinafter described property is hereby annexed and made a part of the city limits of the City of Leesburg, Florida. The subject property lying and situated in Lake County, Florida, is more particularly described as:

Legal Description

(See Exhibit A);

Section 2.

All of the property, real and personal, within said annexed territory, described in Section 1 above, as provided by this ordinance, and the inhabitants thereof, shall be subject to the government, jurisdiction, powers, franchises, duties, and privileges of the City of Leesburg, Florida, and the said annexed property shall be liable, proportionately, for all of the present outstanding and existing, as well as future, indebtedness of the City of Leesburg, Florida; that all of the ordinances of the City of Leesburg, and all the laws heretofore passed by the Legislature of the State of Florida relating to and which now or hereafter constitute its Charter, shall apply to and have the same force and effect on such annexed territory as if all such annexed territory had been a part of the City of Leesburg, Florida, at the time of the passage and approval of said laws and ordinances. The property annexed here by is assigned to City Commission District 3;

Section 3.

All ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed;

Section 4.

This ordinance shall become effective immediately upon approval at second reading.

PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held the _____ day of _____, 2025.

THE CITY OF LEESBURG

Mayor

ATTEST:

City Clerk

Silver Springs -- North of Busby Road, West of Number Two Road, South of Watson Road
ANNX-24-38; LSCP-24-39; PUD-24-40
AK#: 1030161, 1030170, 1209358, 2887541, 3355881, 2887532, 1208769, 1780136, 1780209, 1780225, 1812046
Legal Description Provided by Applicant
Wednesday, June 5, 2024

LEGAL DESCRIPTION

Parcel ID Altkey: 1209358, 2887532, 2887541, 3355881, 1780136,
1780209, 1780225, 1812046, 1208769, 1030161, 1030170

PARCEL 1:

The Northwest 1/4 of the Northeast 1/4 of Section 30, Township 20 South, Range 25 East, Lake County, Florida; and

Begin at the Southwest corner of the Northeast 1/4 of the Northeast 1/4 of Section 30, Township 20 South, Range 25 East, in Lake County, Florida, run N.00°25'20"E. along the West line of the Northeast 1/4 of the Northeast 1/4 of Section 30, a distance of 50.00 feet; thence S.44°30'32"E., 70.79 feet to a point on the South line of the Northeast 1/4 of the Northeast 1/4 of Section 30; thence N.89°26'40"W., along the South line of the Northeast 1/4 of the Northeast 1/4 a distance of 50.00 feet to the Point of Beginning.

PARCEL 2:

Begin at the Northeast corner of Section 30, Township 20 South, Range 25 East, Lake County, Florida, run thence South 00°35'20" West along the East line of the Northeast 1/4 of said Section 30, a distance of 30.00 feet; thence North 89°26'40" West parallel with the North line of the Northeast 1/4, 17.00 feet; thence South 0°35'20" West,

638.24 feet to the South line of the Northeast 1/4 of the Northeast 1/4 of the Northeast 1/4; thence South 89°26'40" East, 17.0 feet to the East line of said Northeast 1/4; thence South 0°35'20" west, 668.30 feet to the Southeast corner of the Northeast 1/4 of the Northeast 1/4; thence North 89°26'40"w along the South line of the Northeast 1/4 of the Northeast 1/4,

338.29 feet; thence North 0°30'20" East, 1336.31 feet, more or less, to the North line of said Northeast 1/4; thence South 89°29'00" East, along said North line of Northeast 1/4 to the Point of Beginning . Less Road Right of Way.

AND

Silver Springs -- North of Busby Road, West of Number Two Road, South of Watson Road
ANNX-24-38; LSCP-24-39; PUD-24-40
AK#: 1030161, 1030170, 1209358, 2887541, 3355881, 2887532, 1208769, 1780136, 1780209, 1780225, 1812046
Legal Description Provided by Applicant
Wednesday, June 5, 2024

Also a part of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, Lake County, Florida described as follows:

Begin at the Southeast corner of said Section 19, run thence North 89°29'00" West along the South line of the Southeast 1/4, 340.23 feet; thence North 0°30'20" East, 7.63 feet; thence South 88°11'55" East, 340.32 feet to the Point of Beginning . Less Road Right of Way.

PARCEL 3:

The West 1/2 of the Northeast 1/4 of the Northeast 1/4 of Section 30, Township 20 South, Range 25 East, in Lake County, Florida, LESS the South 679.75 feet thereof;
AND

Beginning at the Southeast corner of the West 1/2 of the East 1/2 of the Southeast 1/4 of Section 19, Township 20, Range 25 East, in Lake County, Florida, run thence S.89°58'10"W., along the South line of said Section 19 a distance of 669.75 feet to the Southwest corner of the said West 1/2 of the East 1/2 of the Southeast 1/4; thence N.00°00'40"E., along the West line of the East 1/2 of the Southeast 1/4 of said Section 19, a distance of 30 feet; thence S.88°12'02"E ., 670.03 feet to a point on the East line of the aforesaid West 1/2 of the East 1/2 of the Southeast 1/4 of said Section 19, thence S.00°03'40"E., 15.00 feet to the Point of Beginning.

..

PARCEL 4:

The East 1/2 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, LESS beginning at the Southeast corner of Section, run West to Southwest corner of the Southeast 1/4 of the Southeast 1/4, thence North 30 feet, thence Southeast to Point of Beginning, in Section 19, Township 20 South, Range 25 East, in Lake County, Florida. Less the East 40 feet for Road right of way.

PARCEL 5:

Silver Springs -- North of Busby Road, West of Number Two Road, South of Watson Road
ANNX-24-38; LSCP-24-39; PUD-24-40
AK#: 1030161, 1030170, 1209358, 2887541, 3355881, 2887532, 1208769, 1780136, 1780209, 1780225, 1812046
Legal Description Provided by Applicant
Wednesday, June 5, 2024

The Northwest 1/4 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, Lake County, Florida.

PARCEL 6:

The Southwest 1/4 of the Southeast 1/4 and the East 1/2 of Government Lot 4, in Section 19, Township 20 South, Range 25 East, Lake County, Florida

PARCEL 7:

The East 1/2 of Government Lot 3, the North 3/4 of the West 1/2 of Government Lot 3 and the South 330 feet of the East 330 feet of the West 1/2 of Government Lot 3, all in Section 19, Township 20 South, Range 25 East;

Together with Non-Exclusive Easements for Ingress and Egress over and across that part of the East 15 feet of the West 1/2 of the Northeast 1/4, of Section 30, Township 20 South, Range 25 East, lying between County Road No. 2-3021 and the North boundary line of said Section 30, the South 15 feet of the West 15 feet of the Northwest 1/4 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, and the East 15 feet and the North 15 feet of the Southwest 1/4 of Section 19, Township 20 South, Range 25 East, all in Lake County, Florida

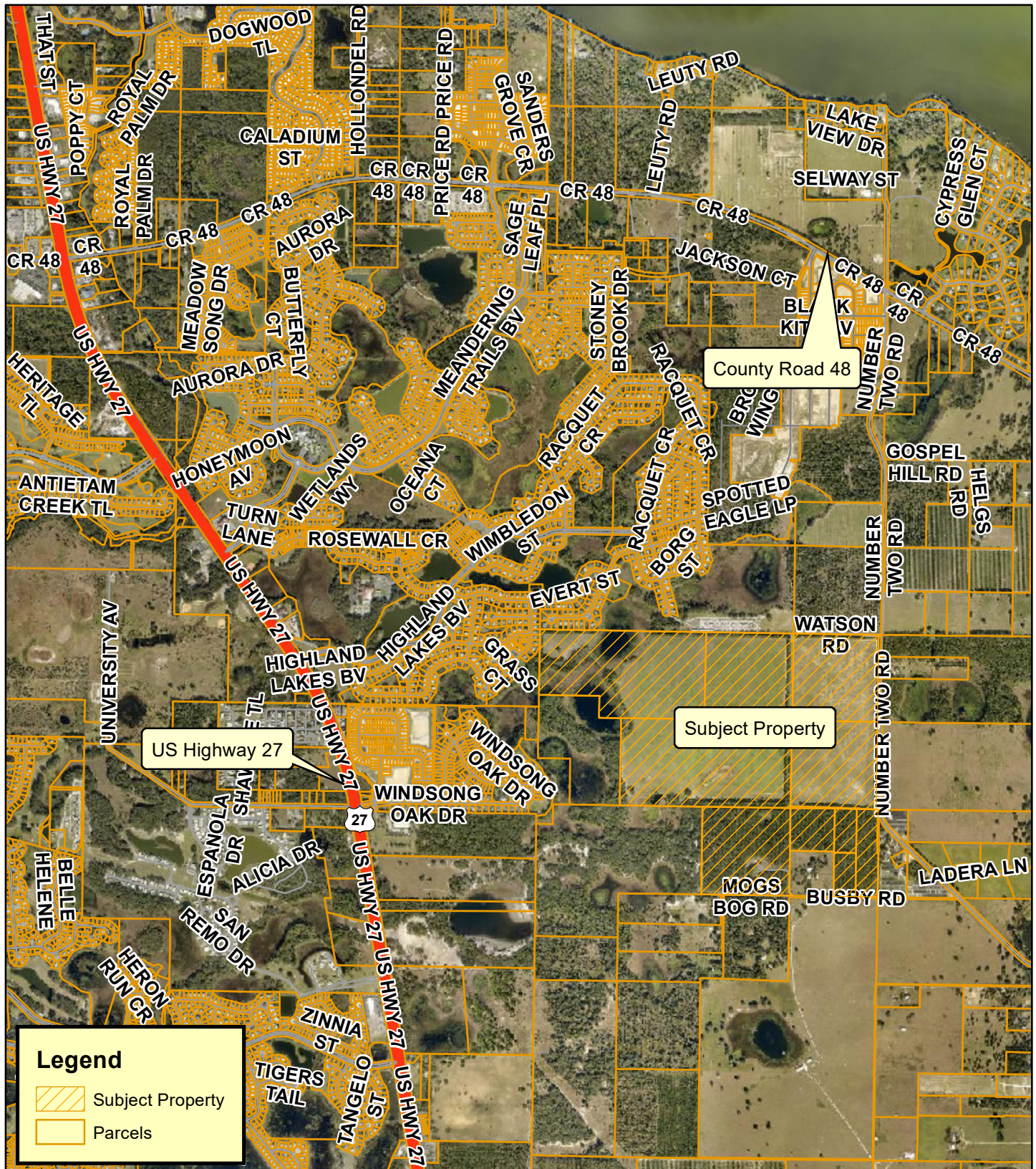
PARCEL 8:

The West 329.31 feet of the East 1/2 of the Northeast 1/4 of the Northeast 1/4 of Section 30, Township 20 South, Range 25 East, Lake County, Florida.

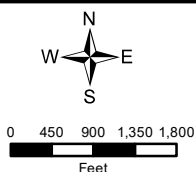
AND

That part of the West 329.31 feet of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, Lake County, Florida, lying South of the following described line: from the Southwest corner of the Southeast 1/4 of the Southeast 1/4 of said Section 19, run Northerly along the West line thereof 30 feet to the point of beginning of said line; thence Southeasterly along said line to the Southeast corner of said Section 19 and the end of said line.

Extended Aerial

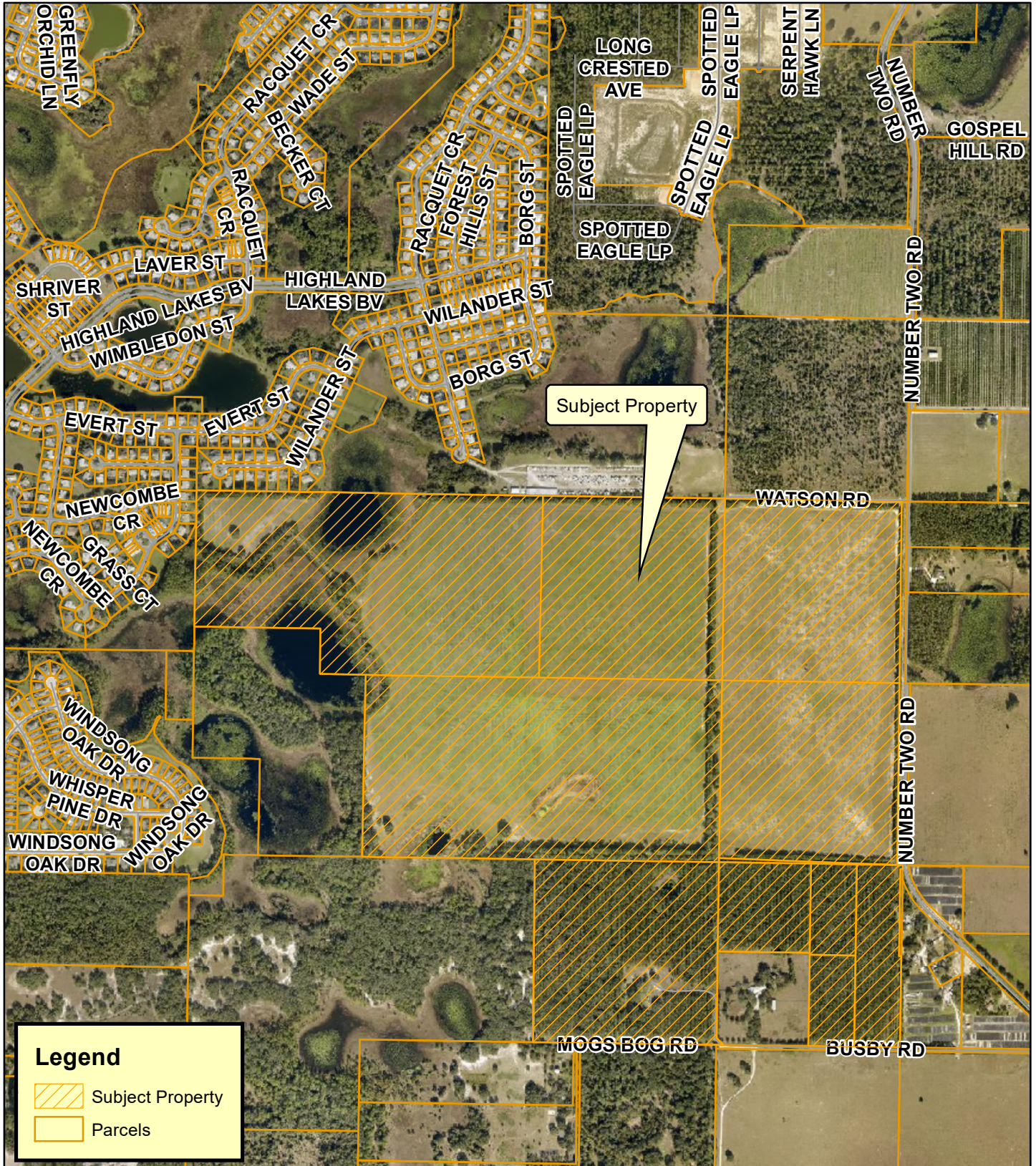


Planning & Zoning Division

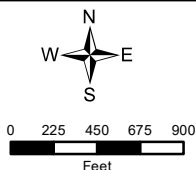


Silver Springs
ANNX-24-344; LSCP-24-345; PUD-24-346
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2887532, 1208769, 1780136, 1780209, 1780225, 1812046
Sections 19 and 30, Township 25 South, Range 20 East
October 30, 2024

Aerial

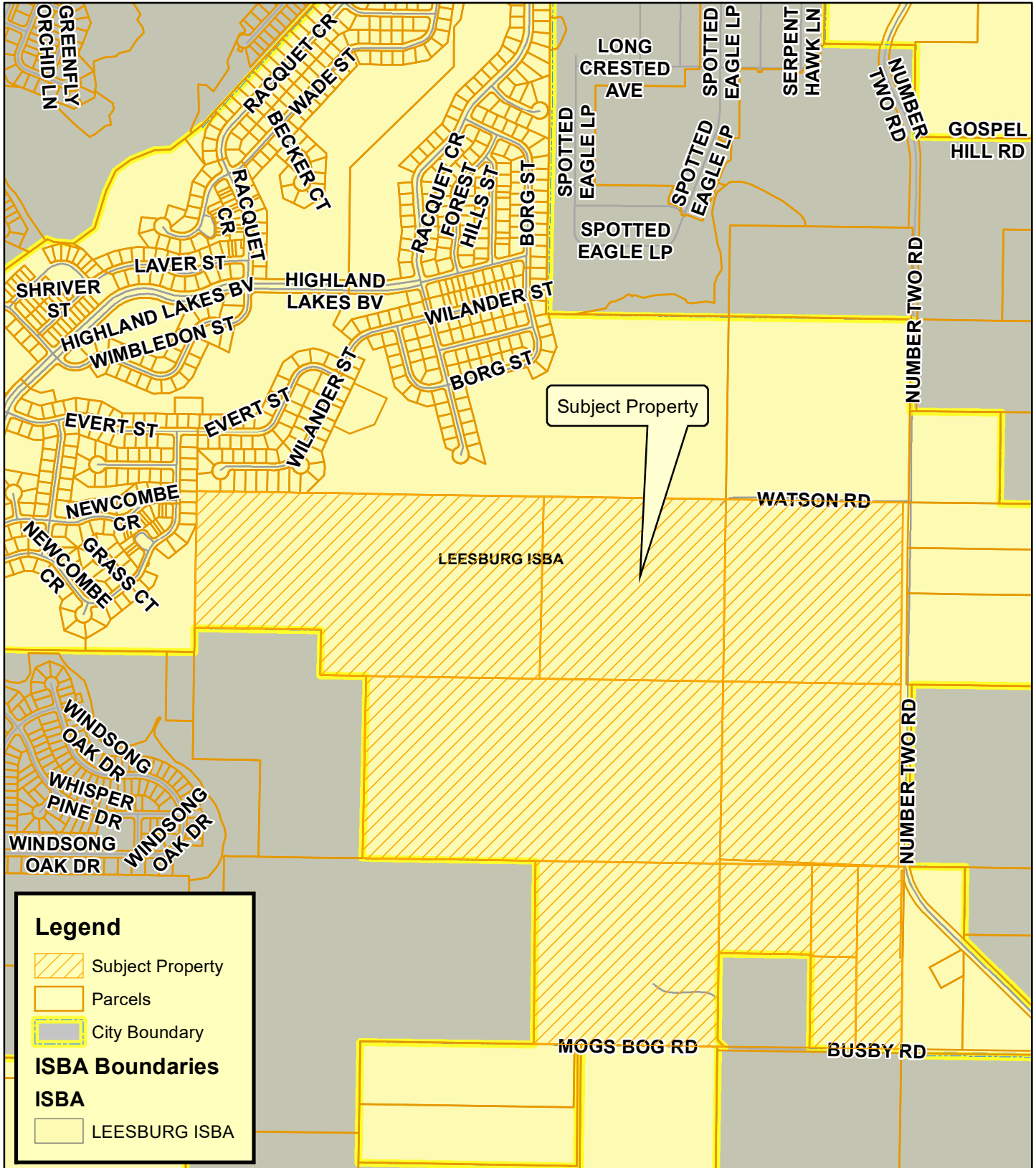


**Planning
& Zoning
Division**

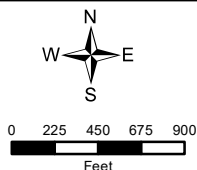


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City Boundary and ISBA

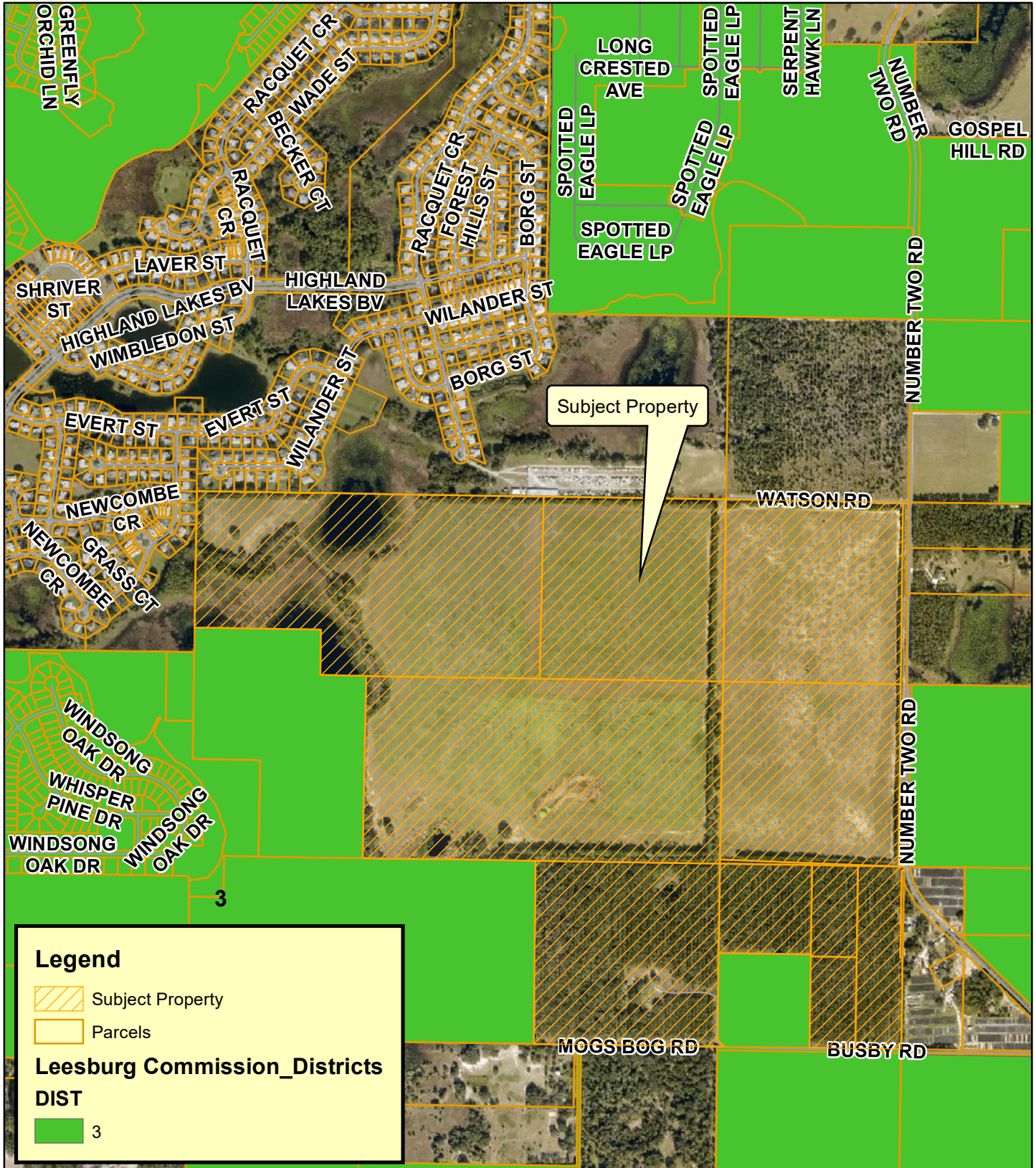


**Planning
& Zoning
Division**

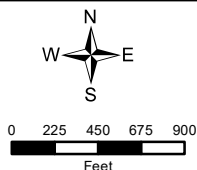


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Commission District



**Planning
& Zoning
Division**



Silver Springs
 ANN-24-344; LSCP-24-345; PUD-24-346
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 October 30, 2024

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.B.2.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director), Max Vanallen, (Senior Planner)

Subject: An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 337.15 +/- acres from Lake County Rural to City of Leesburg Estate Residential, for a property generally located west of Number Two Road and north of Busby Road, lying in Sections 19 and 30, Township 25 South, Range 20 East, Lake County, Florida; and providing an effective date. (Silver Springs LSCP)

Staff Recommendation:

The Planning & Zoning Staff and the Planning Commission recommend approval of the proposed large-scale comp plan amendment of the City's Future Land Use Map on 337.15 +/- acres from Lake County Rural to City of Leesburg Estate Residential.

Analysis:

The project site is approximately 337.15 acres. The property is generally located west of Number Two Road and north of Busby Road. Currently, the property is undeveloped acreage. The proposed use is 825 single-family residences, comprised of 479 50' x 120' lots, 284 60' x 120' lots, 45 70' x 120' lots, and 17 145' x 300' lots, with accompanying amenities, with accompanying amenities. The surrounding Future Land Use Map designations of Lake County Urban Low Density, Rural Transition, Rural; and City of Leesburg Neighborhood Mixed Use are compatible, as conditioned in the PUD zoning, with the proposed future land use designation of City Estate Residential. The proposed zoning designation of City PUD (Planned Unit Development) will provide for development that is consistent with the City's adopted Growth Management Plan and would allow an appropriate use for the property.

This property lies within the ISBA (Interlocal Service Boundary Area) agreement. This agreement, which was approved by City Commission on November 24, 2014, allows property within the ISBA area but outside the current city limits to be annexed and obtain City of Leesburg utility services.

The Planning Commission held a public hearing on the application on December 19, 2024 and recommended approval.

Procurement Analysis:

N/A

Options:

1. Approve the requested large-scale comprehensive plan amendment from Lake County Rural to City of Leesburg Estate Residential.
2. Other such action as the Commission may deem appropriate.

Fiscal Impact:

Future development of the property will increase this anticipated impact from collection of impact fees, ad valorem taxes and utility charges.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF THE CITY OF LEESBURG, CHANGING THE FUTURE LAND USE MAP DESIGNATION OF CERTAIN PROPERTY CONTAINING 337.15 +/- ACRES FROM LAKE COUNTY RURAL TO CITY OF LEESBURG ESTATE RESIDENTIAL, FOR A PROPERTY GENERALLY LOCATED WEST OF NUMBER TWO ROAD AND NORTH OF BUSBY ROAD, LYING IN SECTIONS 19 AND 30, TOWNSHIP 25 SOUTH, RANGE 20 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (SILVER SPRINGS LSCP)

WHEREAS, the City Commission has received recommendations and comments from the City of Leesburg Planning Commission, acting as the Local Planning Agenda, regarding amendment of the Comprehensive Plan of the City of Leesburg, and has made recommendations to the City Commission for amendment of the Plan; and

WHEREAS, the City Commission of the City of Leesburg has held public hearings on the proposed amendment to the plan, in light of written comments, proposals and objections from the general public;

NOW, THEREFORE,

BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that;

Section 1.

The Growth Management Plan of the City of Leesburg, adopted by the City of Leesburg on December 10, 2012, pursuant to the Community Planning Act of 2011, Chapter 163, Part II, Florida Statutes, after public hearings by the City of Leesburg Planning Commission, is hereby amended in the following manner;

The Future Land Use Map is amended by changing the designation of approximately 337.15 acres of land generally located west of Number Two Road and north of Busby Road from Lake County Rural to City of Leesburg Estate Residential, as shown on the revised map of said area, lying in Sections 19 and 30, Township 25 South, Range 20 East, Lake County, Florida;

Section 2.

That this amendment is hereby transmitted to the Florida Department of Commerce as required by the Community Planning Act of 2011, Chapter 163, Part II, Florida Statutes;

Section 3.

All ordinances or parts of ordinances in conflict the any of the provisions of this ordinance are hereby repealed;

Section 4.

This ordinance shall become effective upon its passage and adoption, according to law.

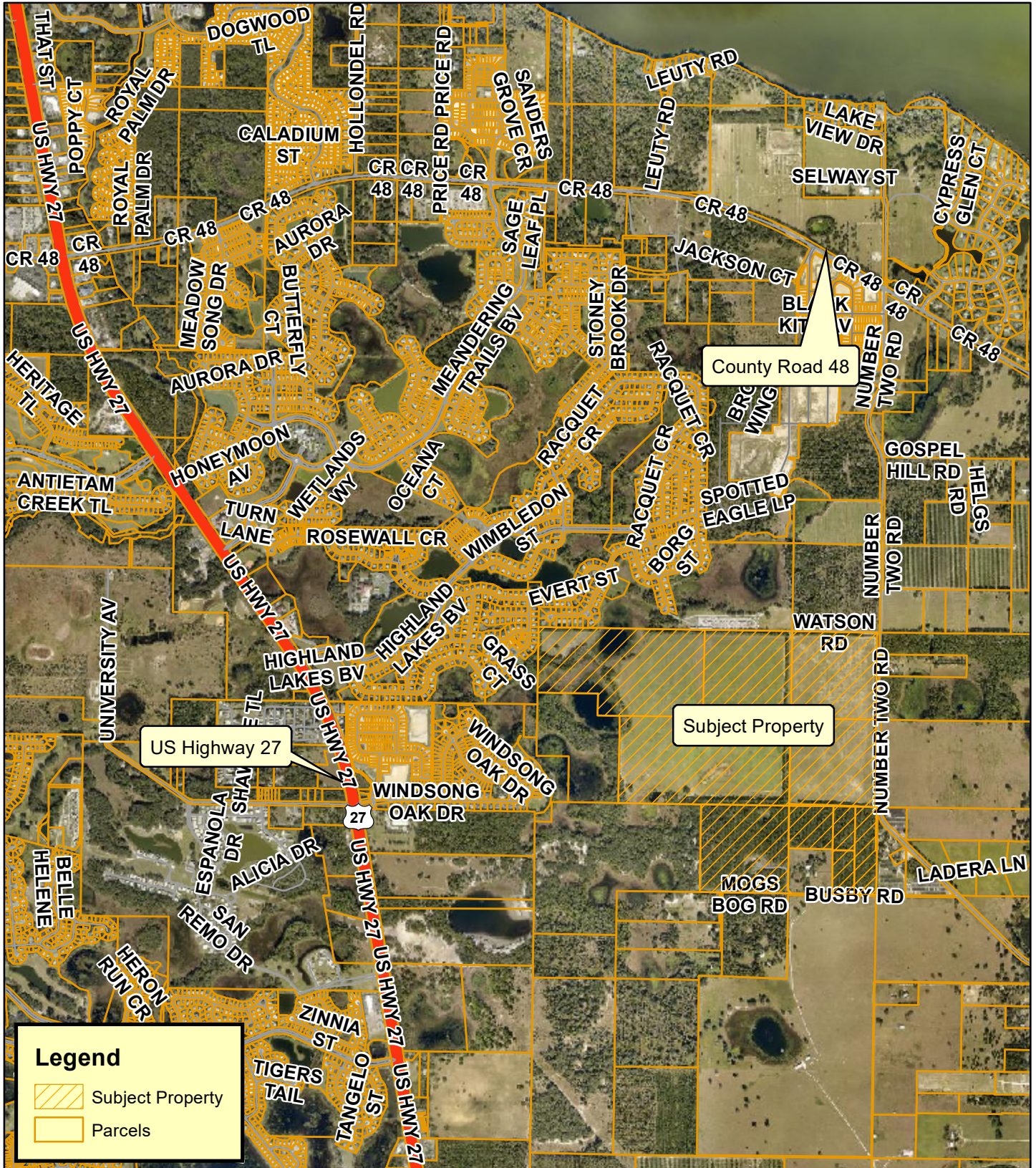
PASSED AND ADOPTED by the City Commission of the City of Leesburg, Florida, at a regular meeting held the _____ day of _____, 2025.

Mayor

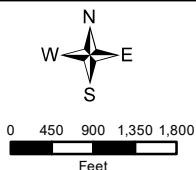
ATTEST:

City Clerk

Extended Aerial

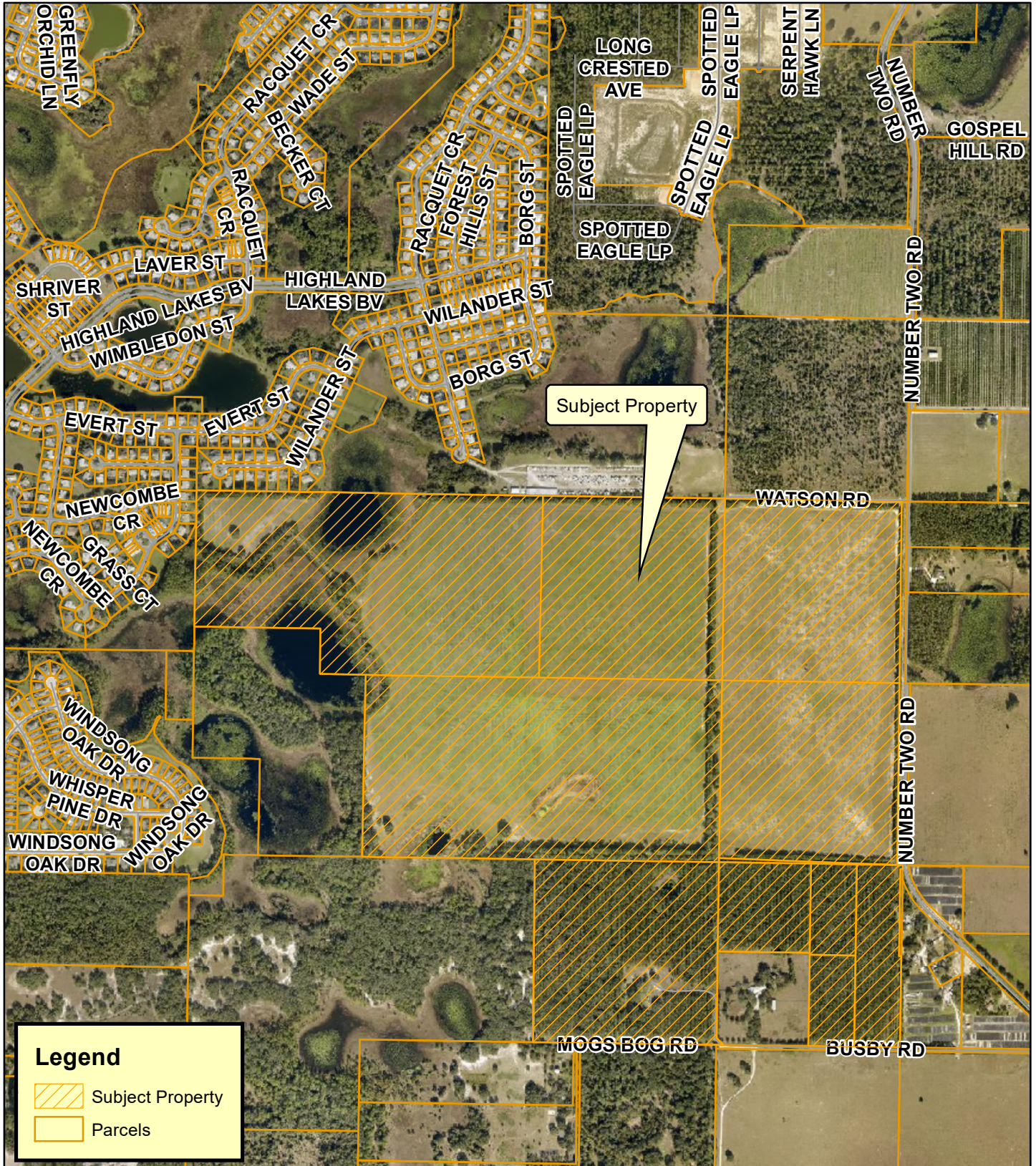


Planning & Zoning Division

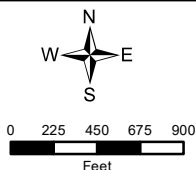


Silver Springs
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October 30, 2024

Aerial

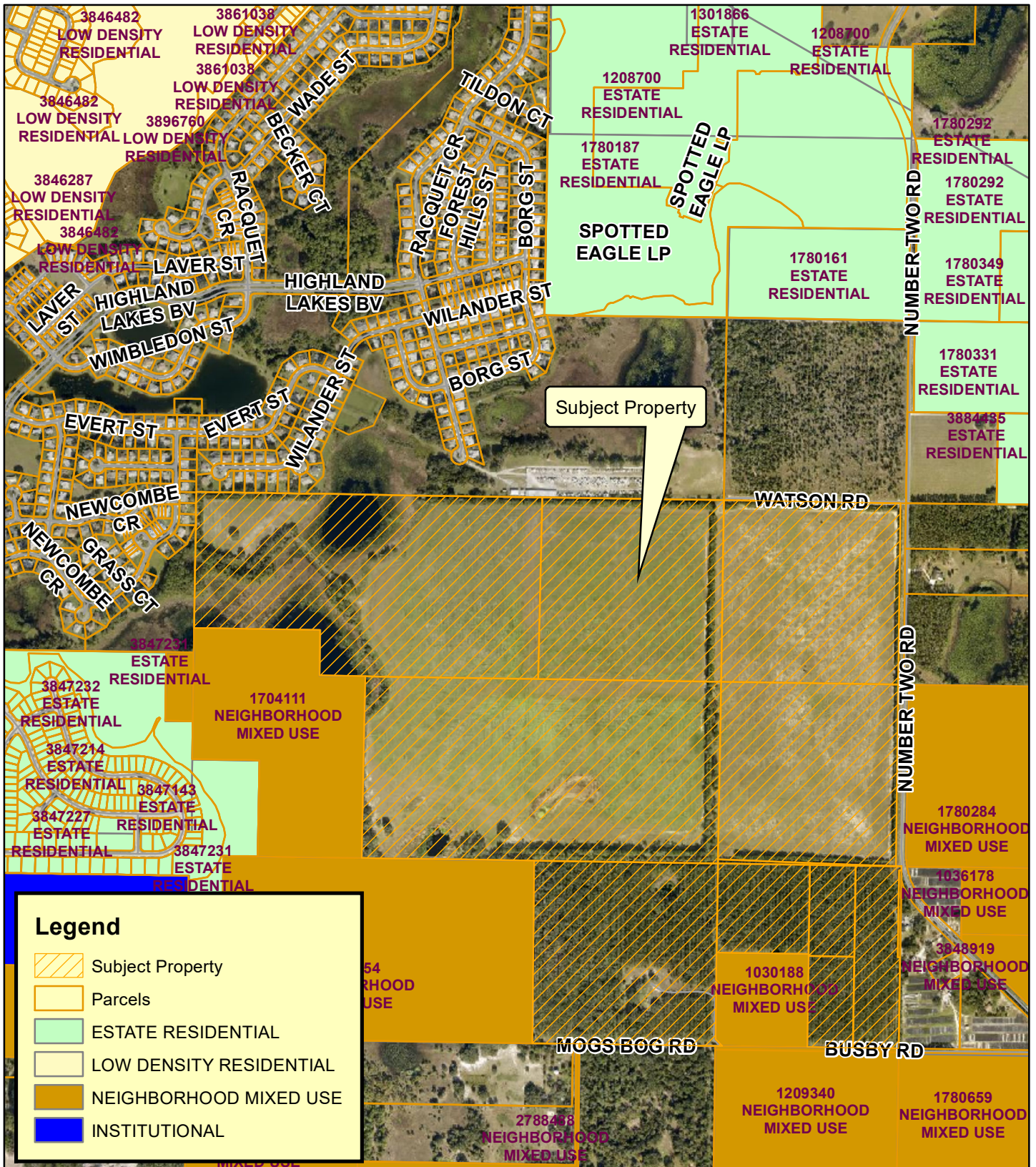


**Planning
& Zoning
Division**

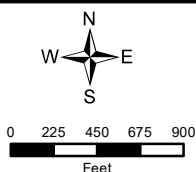


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City of Leesburg Future Land Use

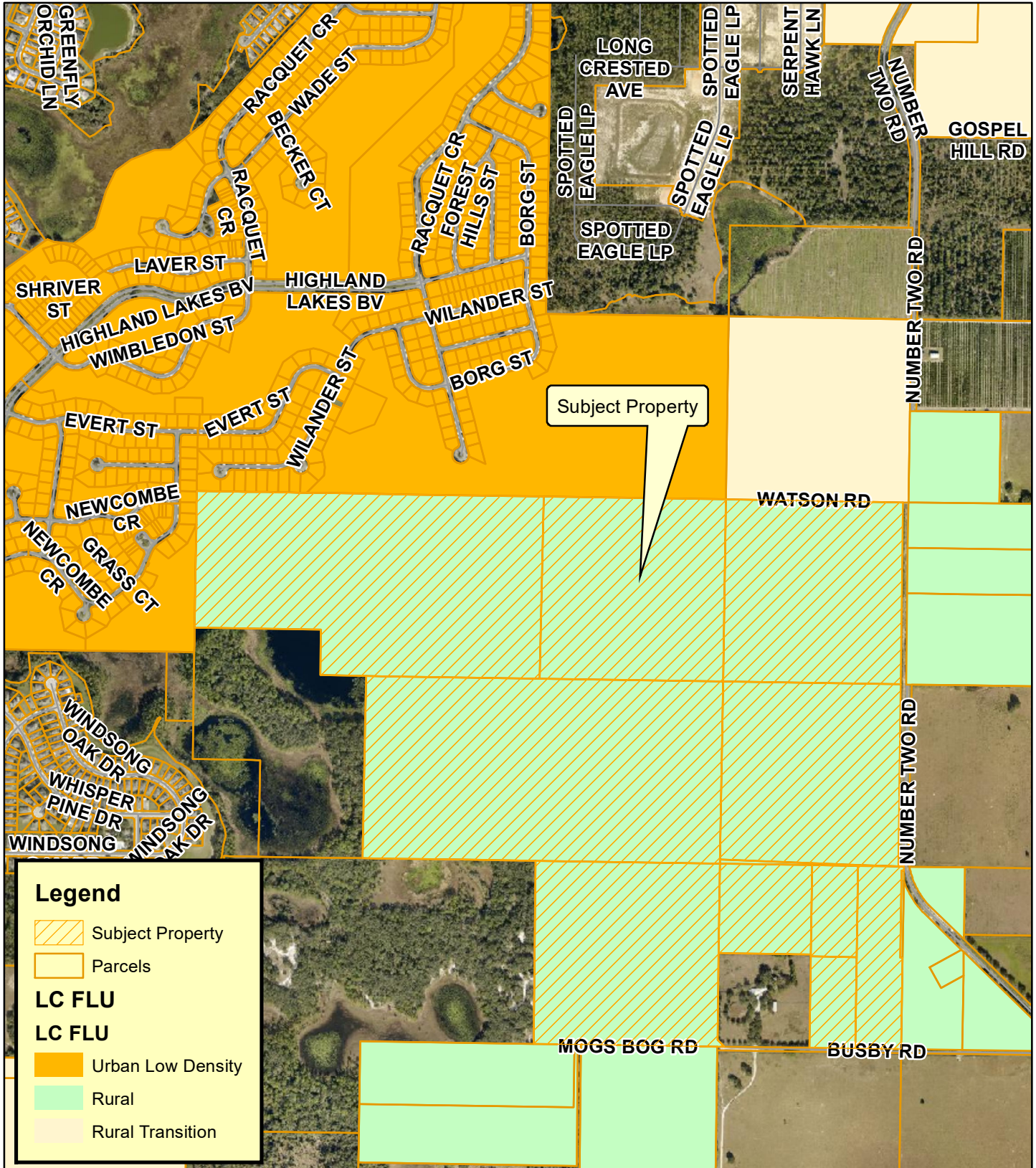


**Planning
& Zoning
Division**

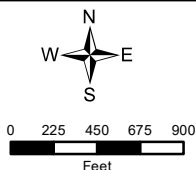


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Lake County Future Land Use

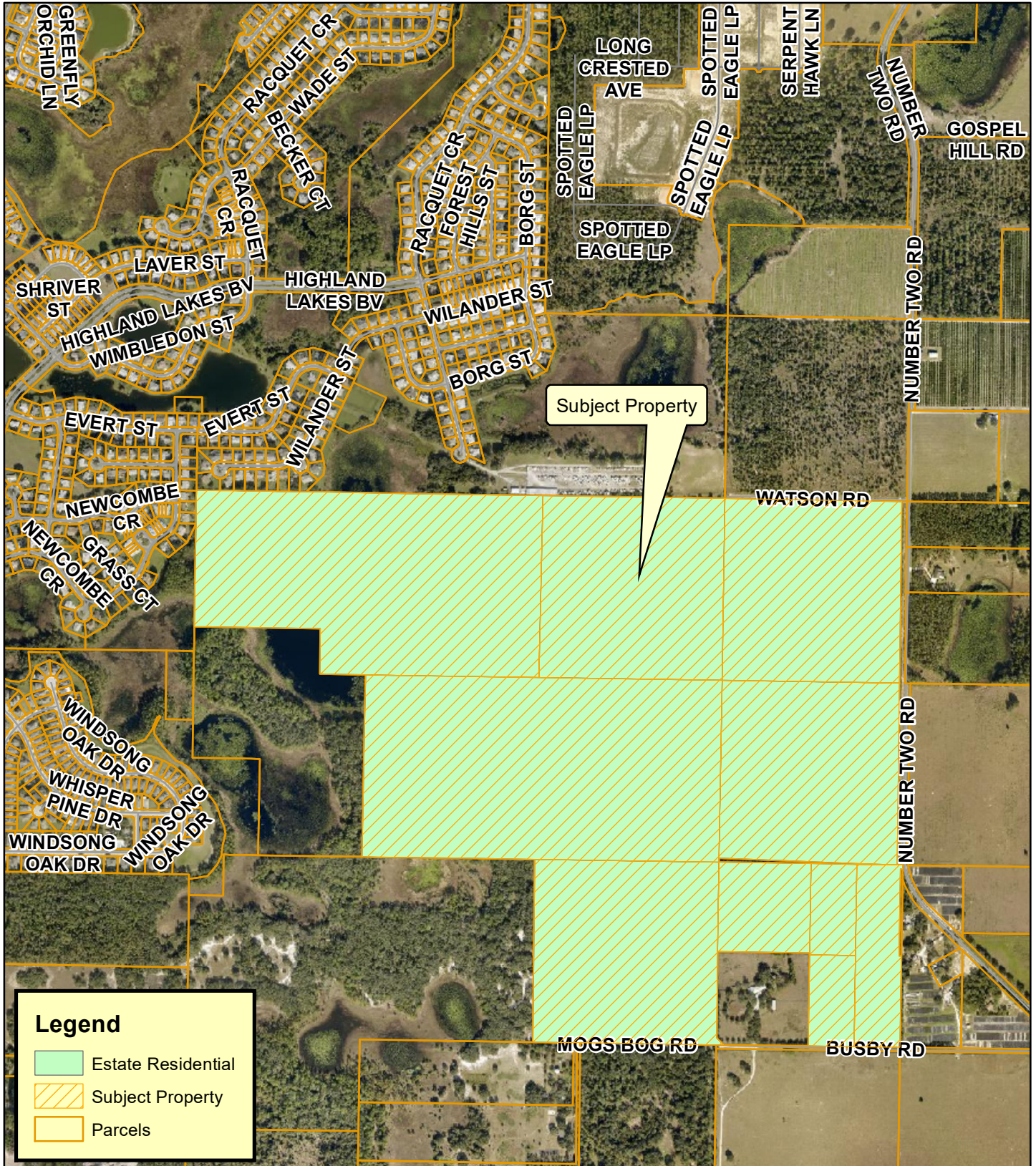


**Planning
& Zoning
Division**

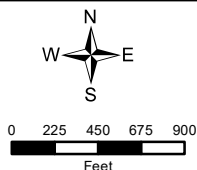


Silver Springs
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Proposed Future Land Use



**Planning
& Zoning
Division**



Silver Springs
 ANN-24-344; LSCP-24-345; PUD-24-346
 AK #: 1030161, 1030170, 1209358, 2887541, 3355881,
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 Sections 19 and 30, Township 25 South, Range 20 East
 October 30, 2024

**CITY OF LEESBURG PLANNING & ZONING DIVISION
STAFF SUMMARY**

DATE: December 19, 2024

OWNER: RHV Edison Avenue, LLC/ EPC Holdings 938, LLC

PETITIONER: Tara Tedrow, Esq.

PROJECT: Silver Springs

REQUEST: Large-scale Comprehensive Plan amendment to City Estate Residential and Rezoning to City PUD.

CASE NO.: (ANNX-24-344); LSCP-24-345; PUD-24-346

GENERAL LOCATION: West of Number Two Road and north of Busby Road.

FUTURE LAND USE DESIGNATION: Lake County Rural

SURROUNDING FUTURE LAND USE DESIGNATION:

North – Lake County Urban Low Density, Rural Transition
South – Lake County Rural; City of Leesburg Neighborhood Mixed Use
East – Lake County Rural; City of Leesburg Neighborhood Mixed Use
West – Lake County Urban Low Density; City of Leesburg Neighborhood Mixed Use

PROPOSED FUTURE LAND USE DESIGNATION: City of Leesburg Estate Residential

EXISTING ZONING DESIGNATION: Lake County A (Agriculture) and CFD (Community Facility District)

SURROUNDING ZONING DESIGNATIONS:

North – Lake County PUD (Planned Unit Development), A (Agriculture)
South – Lake County A (Agriculture); City of Leesburg PUD (Planned Unit Development)
East – Lake County A (Agriculture); City of Leesburg PUD (Planned Unit Development)
West – Lake County PUD (Planned Unit Development); City of Leesburg PUD (Planned Unit Development)

PROPOSED ZONING DESIGNATION: City of Leesburg PUD (Planned Unit Development)

EXISTING LAND USE: Vacant, undeveloped acreage.

SURROUNDING LAND USE:

North – Residential; Residential Commons; Timber; Pasture Improved
South – Residential; Timber; Non-Agricultural Acreage
East – Timber; Residential; Non-Agricultural Acreage; Nursery
West – Residential; Residential Commons; Non-Agricultural Acreage

PROPOSED LAND USE: 825 single-family residences, comprised of 479 50' x 120' lots, 284 60' x 120' lots, 45 70' x 120' lots, and 17 145' x 300' lots, with accompanying amenities.

**CITY OF LEESBURG PLANNING & ZONING DIVISION
DEPARTMENTAL REVIEW SUMMARY**

DATE: December 19, 2024
OWNER: RHV Edison Avenue, LLC/ EPC Holdings 938, LLC
PETITIONER: Tara Tedrow, Esq.
PROJECT: Silver Springs
REQUEST: Large-scale Comprehensive Plan amendment to City Estate Residential and Rezoning to City PUD.
CASE NO.: (ANNX-24-344); LSCP-24-345; PUD-24-346

THE FOLLOWING COMMENTS RECEIVED FROM EACH DEPARTMENT:

POLICE

No comments provided.

FIRE

No comments provided.

ELECTRIC

This is outside Leesburg electric service territory. We have no objections. – Steve Davis, 10/30/2024.

GAS

Gas Department- No Comment – Wayne Williams, 10/30/2024

GIS

No comments provided.

BUILDING

No comments provided.

PUBLIC WORKS

No comments provided.

ADDRESSING

No comments provided.

HOUSING & REDEVELOPMENT

No comments provided.

LAKE COUNTY PUBLIC WORKS

No comments provided.

LAKE COUNTY SCHOOLS

This project would be subject to school concurrency review. Please have the applicant contact myself or Helen LaValley for more information. – Heather Croney, 10/30/2024

PUBLIC RESPONSES

Approval

Disapproval

No comment

Notice of Appearance filed:

PUBLIC COMMENTS (APPROVAL)

PUBLIC COMMENTS (DISAPPROVAL)



May 31, 2024
Max Van Allen
Planner, Planning & Zoning Department
City of Leesburg
204 North 5th St.
Leesburg, FL 34748

Subject: Transportation Facilities Analysis (TFA) Review – Silver Springs Citrus

Dear Mr. Max,

WSP has reviewed the transportation facilities analysis that was prepared in support of the application to rezone the Silver Springs Citrus property and annex the site into the City of Leesburg. The site is located east of US 27 and west of Number 2 Road in the City of Leesburg, Florida. The current zoning designations for the property are Agricultural (A) and Community Facility District (CBD) within unincorporated Lake County. The proposed rezoning would change the designation to Planned Unit Development (PUD) within the City of Leesburg.

The transportation facilities analysis was reviewed for consistency with the Traffic Impact Study Methodology and Guidelines adopted by the City of Leesburg and Lake-Sumter MPO, Lake County Congestion Management Process (CMP) Database, Institute of Transportation Engineers (ITE) Trip Generation Manual 11th Edition, and current traffic impact study best practices. The following list of comments is for your review and consideration.

1. **Table 4 (Existing Zoning):** Since fitted curve equation method was used to estimate trip generation, 'Rate' should be the fitted curve equation instead of a numerical value.
2. **Table 4 (Proposed Zoning):** Since fitted curve equation method was used to estimate trip generation, 'Rate' should be the fitted curve equation instead of a numerical value.
3. **Table 8:** Please explain why the deficient roadway segment (US 27/SR 25 from CR 48 to Plantation Boulevard.) should not be a concern for the rezoning application approval.
4. **TIA:** Please note that a comprehensive traffic impact analysis (TIA) is required if any of the proposed development is moved to the next phase, even after the PUD is approved.

Kind regards,
Md Sakoat Hossan, PhD, PE, PMP, PTOE, RSP₂₁



**CITY OF LEESBURG PLANNING & ZONING DIVISION
RECOMMENDATIONS**

DATE: December 19, 2024
OWNER: RHV Edison Avenue, LLC/ EPC Holdings 938, LLC
PETITIONER: Tara Tedrow, Esq.
PROJECT: Silver Springs
REQUEST: Large-Scale Comprehensive Plan Amendment from Lake County Rural to City of Leesburg Estate Residential.
CASE NO.: LSCP-24-345

THE PLANNING & ZONING DEPARTMENT RECOMMENDS:

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

1. This project meets the requirements of Chapter 163.3184 Florida Statutes, for Large Scale Comprehensive Plan Amendments.
2. The proposed request is compatible with the adjacent Future Land Use designations of Lake County Urban Low Density, Rural, Rural Transition; and Commercial; and City of Leesburg Neighborhood Mixed Use.
3. The proposed request is compatible with the proposed zoning of PUD (Planned Unit Development).
4. The proposed future land use designation for the site is consistent with the City's Growth Management Plan, Future Land Use Element, Goal I, Objective 1.6.

Action Requested:

1. Vote to **approve** the Large Scale Comprehensive Plan amendment from Lake County Rural to City of Leesburg Estate Residential, and forward the recommendation to the City Commission for consideration.

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.B.3.

Meeting Date: January 27, 2025

From: Dan Miller, (Planning and Zoning Director), Max Vanallen, (Senior Planner)

Subject: An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 337.15 +/- acres from Lake County A (Agriculture) and CFD (Community Facility District) to City of Leesburg PUD (Planned Unit Development) to allow for 825 single-family residences, with accompanying amenities, for a property generally located west of Number Two Road and north of Busby Road, lying in Sections 19 and 30, Township 25 South, Range 20 East, Lake County, Florida; and providing an effective date. (Silver Springs PUD)

Staff Recommendation:

Planning and Zoning Staff and Planning Commission recommend approval of the request to rezone the subject property from Lake County A (Agriculture) and CFD (Community Facility District) to City of Leesburg PUD (Planned Unit Development) to allow for 825 single-family residences, comprised of 479 50' x 120' lots, 284 60' x 120' lots, 45 70' x 120' lots, and 17 145' x 300' lots, with accompanying amenities.

Analysis:

The project site is approximately 337.15 +/- acres, and is generally west of Number Two Road and north of Busby Road as shown on the attached maps. At this time, the property is undeveloped acreage. The proposal will allow 825 single-family residences, comprised of 479 50' x 120' lots, 284 60' x 120' lots, 45 70' x 120' lots, and 17 145' x 300' lots, with accompanying amenities. The existing land uses surrounding the property are Residential; Residential Commons; Timber; Pasture Improved; Non-Agricultural Acreage; and Nursery. Connection to City of Leesburg utilities shall be the responsibility of the developer at the time of development.

The Planning Commission held a public hearing on the application on December 19, 2024 and recommended approval.

Procurement Analysis:

N/A

Options:

1. Approve the proposed rezoning to PUD (Planned Unit Development) or,
2. Other such action as the Commission may deem appropriate.

Fiscal Impact:

Future development on this site will create a positive fiscal impact on the City of Leesburg, in the form of impact and utility fees, plus ad valorem taxes.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LEESBURG, FLORIDA, CHANGING THE ZONING ON APPROXIMATELY 337.15 +/- ACRES FROM LAKE COUNTY A (AGRICULTURE) AND CFD (COMMUNITY FACILITY DISTRICT) TO CITY OF LEESBURG PUD (PLANNED UNIT DEVELOPMENT) TO ALLOW FOR 825 SINGLE-FAMILY RESIDENCES, WITH ACCOMPANYING AMENITIES, FOR A PROPERTY GENERALLY LOCATED WEST OF NUMBER TWO ROAD AND NORTH OF BUSBY ROAD, LYING IN SECTIONS 19 AND 30, TOWNSHIP 25 SOUTH, RANGE 20 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (SILVER SPRINGS PUD)

BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA, that:

Section 1.

Based upon the petition of Tara Tedrow, Esq., Lowndes Law, Petitioner, on behalf of RHV Edison Avenue, LLC, Owner, "Permittee" of the property hereinafter described, which petition has heretofore been approved by the City Commission of the City of Leesburg Florida, pursuant to the provisions of the Laws of Florida, the said property located in Lake County, Florida, is hereby rezoned from Lake County A (Agriculture) and CFD (Community Facility District) to City of Leesburg PUD (Planned Unit Development), to-wit:

(Legal Description)
(See Exhibit A)

Section 2.

This ordinance shall become effective upon its passage and adoption, according to law.

PASSED AND ADOPTED at the regular meeting of the City Commission of the City of Leesburg, Florida, held on the _____ day of _____, 2025.

THE CITY OF LEESBURG

Mayor

ATTEST:

City Clerk

SILVER SPRINGS PUD
PLANNED UNIT DEVELOPMENT AGREEMENT
Conditions of Approval
December 19, 2024

This Planned Unit Development Conditions for a PUD (Planned Unit Development) zoning district is granted by the City of Leesburg Planning Commission, Lake County, Florida to **RHV Edison Avenue, LLC and EPC Holdings 938, LLC, 400 N Ashley Drive, Suite 1750, Tampa, FL 33602 (Tara Tedrow, Esq., Lowndes Law, Petitioner), "Permittee"** for the purposes described herein, and subject to the terms and conditions as set forth in this document, pursuant to authority contained in Chapter 25 "Zoning", Section 25-278 "Planned Unit Development" of the City of Leesburg Code of Ordinances, as amended.

BACKGROUND

The "Permittee" is requesting a Planned Unit Development (PUD) zoning district to allow future construction of a proposed residential development consisting of approximately 337.15 +/- acres containing a maximum of 825 detached single-family residential units and associated amenities, generally located west of Number Two Road and north of Busby Road, on a site within the City of Leesburg in accordance with their PUD application and supplemental information.

PURPOSE

The purpose of this document is to provide appropriate zoning standards for a high-quality built environment through the application of flexible and diversified land development requirements, which shall be implemented in conjunction with a master site development plan and the City of Leesburg Code of Ordinances, therefore allowing for more efficient and optimal use of the subject property, and to increase the overall economic opportunity and employment base of Leesburg, Florida.

CONDITIONS

The following conditions shall apply to the development proposed herein. If any instance where the conditions of this document may conflict with the City of Leesburg Code of Ordinances, this document shall prevail as the determining requirement.

1. **PERMISSION** is hereby granted to **RHV Edison Avenue, LLC and EPC Holdings 938, LLC, 400 N Ashley Drive, Suite 1750, Tampa, FL 33602 (Tara Tedrow, Esq., Lowndes Law, Petitioner), "Permittee"** to construct, operate, and maintain a Planned Unit Development in and on real property in the City of Leesburg, in accordance with the requirements set forth herein. The property is more particularly described below.
2. **LEGAL DESCRIPTION**

See attached **Exhibit B, Legal Description**.

3. **LAND USE**

The above-described property, containing approximately 337.15 +/- acres, shall be used for platted, detached single-family residential development, pursuant to City of Leesburg development codes and standards.

A. Permitted Uses

1. Detached single family residential units
2. Accessory structures for residential uses
3. Outdoor recreation intended for the primary use of residents, such as trails, parks, and outdoor fitness equipment.
4. Accessory retail within a recreation center or clubhouse, intended for the primary use of residents, such as a snack bar
5. Temporary modular sales center office (during construction and sales of new units) not to exceed one year, and construction office not to exceed two years from the approval of the final plat of the final phase for the subdivision. Model homes may be used as sales centers during the duration of the project.

B. Prohibited Uses

1. Attached single family units (Townhouses)
2. Duplex/Triplex uses
3. Multi-family units (Apartments)
4. Commercial uses (as a primary use)
5. All other uses not specifically permitted within these conditions under Permitted Uses above shall be prohibited.

4. **DEVELOPMENT STANDARDS**

- A. The project shall contain a maximum of 825 detached single-family residential units, at a gross density not to exceed 2.45 units per acre on the approximately 337.15-acre site, as shown on **Exhibit C, Conceptual Development Plan**.
- B. Fifty- (50) foot lots shall be oriented to the interior of the development. Lots above fifty (50) feet in width shall be generally located along exterior boundaries.
- C. Interior fifty- (50) foot lots may be substituted for larger lot sizes meeting the requirements herein with the Planning and Zoning Director's site plan review and approval.
- D. Each detached single-family residential unit shall have a minimum two (2) car garage.
- E. Defined closet space for each additional bedroom above the minimum house size may be included in the minimum square footage requirement herein.
- F. Gutters shall be installed on the side and rear horizontal fascia for any home that has less than 7.5-foot side setback. For lots with a side yard setback of 7.5 feet or greater, no gutters are required. All lots shall be designed to direct stormwater to the appropriate drainage system(s).
- G. Along each street, homes with the same architectural design shall not be immediately adjacent (side by side) or directly across from a lot with the same design. Facades may be varied to meet this requirement.

- H. The maximum impervious surface for the project shall be 65%. Community and private swimming pools shall not count toward the impervious surface calculation.
- I. Roof overhang shall not exceed forty (40) percent of the distance between the building wall and the property line.
- J. Maximum building height: two (2) stories or 35 feet.
- K. Accessory structures shall have a minimum rear and side setback of 5 feet and single accessory structures that are not attached to the principal structure shall not occupy more than 30 percent of the required rear yard.
- L. Attached screened enclosures (no solid roof) must maintain a minimum setback of five (5) feet from the side and rear property line. Attached swimming pool screened enclosure shall also maintain a minimum setback of five (5) feet from the side or rear property lines.
- M. Solid roof structures attached to the residence must meet the required rear setback as noted under “Minimum building setbacks.”
- N. As part of the site plan approval process, city staff shall review final site design standards in accordance with the approved PUD (Planned Unit Development) zoning conditions set forth herein.
- O. The minimum lot development standards shall be:
 - 1. For 50-foot lots:
 - a. A maximum of 479 lots shall have a minimum lot width of fifty (50) feet.
 - b. Minimum house size: 1,700 square feet living area (under roof).
 - c. Each additional bedroom to the above the minimum house size shall be a minimum of 120 square feet.
 - d. Minimum lot size shall be 6,000 square feet.
 - e. Minimum lot width 50 feet
 - f. Minimum lot depth 120 feet
 - g. Minimum building setbacks:
 - Front – 25 feet;
 - Porch – 20 feet (porch must be a minimum width of 5 feet).
 - Rear – 18 feet;
 - Side – 5 feet;
 - Corner Side – 15 feet.
 - 2. For 60-foot lots:
 - a. No less than 284 lots shall have a minimum lot width of sixty (60) feet.
 - b. Minimum house size: 1,800 square feet (under roof).
 - c. Each additional bedroom to the above the minimum house size shall be a minimum of 120 square feet.
 - d. Minimum lot size shall be 7,200 square feet.
 - e. Minimum width 60 feet
 - f. Minimum depth 120 feet
 - g. Minimum building setbacks:
 - Front – 25 feet;
 - Porch – 20 feet (porch must be a minimum width of 5 feet).
 - Rear – 18 feet;

Side – 7.5 feet;
Corner Side – 15 feet.

3. For 70-foot lots:
 - a. No less than 45 lots shall have a minimum lot width of sixty (60) feet.
 - b. Minimum house size: 1,900 square feet (under roof).
 - c. Each additional bedroom to the above the minimum house size shall be a minimum of 120 square feet.
 - d. Minimum lot size shall be 8,400 square feet.
 - e. Minimum width 70 feet
 - f. Minimum depth 120 feet
 - g. Minimum building setbacks:
Front – 25 feet;
Porch – 20 feet (porch must be a minimum width of 5 feet).
Rear – 18 feet;
Side – 7.5 feet;
Corner Side – 15 feet.
4. For 145-foot lots:
 - a. No less than 17 lots shall have a minimum lot width of one hundred and forty-five (145) feet.
 - b. These lots shall be placed adjacent to Number Two Road, as shown on **Exhibit C, Conceptual Development Plan**.
 - c. Minimum house size: 2,000 square feet (under roof).
 - d. Each additional bedroom to the above the minimum house size shall be a minimum of 120 square feet.
 - e. Minimum lot size shall be 43,500 square feet.
 - f. Minimum width 145 feet
 - g. Minimum depth 300 feet
 - h. Minimum building setbacks:
Front – 25 feet;
Porch – 20 feet (porch must be a minimum width of 5 feet).
Rear – 20 feet;
Side – 7.5 feet;
Corner Side – 15 feet.

5. **DESIGN/ARCHITECTURAL STANDARDS**

- A. All buildings shall utilize at least five (5) of the following design features to provide visual relief along all elevations of the single-family units. Designs may vary throughout the development.
 1. Dormers
 2. Gables
 3. Recessed or raised entries
 4. Covered porch entries
 5. Cupolas
 6. Pillars or decorative posts

7. Bay window (minimum 12-inch projections)
 8. Eaves (minimum 6-inch projections)
 9. Front windows with arched glass tops and minimum 4-inch trim.
 10. Garage vehicle doors shall incorporate the following elements: raised decorative panels, decorative glass panels or panes, decorative hinges, etc.
 11. Front doors shall incorporate the following decorative elements: raised decorative panels, decorative glass panels or panes, decorative handles, etc.
 12. Stone accents
 13. Shutters
 14. Board and batten siding
 15. Hardy board siding
 16. Raised banding
 17. Craftsman style garage doors
- B. Exterior building materials contribute significantly to the visual impact of a building on the community. These materials shall be well designed and integrated into a comprehensive design style for the project. The total exterior wall area of each building elevation shall be composed of one of the following:
1. At least thirty-five percent (35%) full-width brick or stone (not including window and door areas and related trim areas), with the balance being any type of lap siding and/or stucco.
 2. At least thirty percent (30%) full-width brick or stone, with the balance being stucco and/or a “cementitious” lap siding. (A “cementitious” lap siding product is defined as a manufactured strip siding composed of cement-based materials rather than wood fiber-based or plastic-based materials. For example, Masonite or vinyl lap siding would not be allowed under this option.).
 3. All textured stucco shall be permitted subject to the provision of at least five (5) unique design features such as recessed garages, tile or metal roofs, arched windows, porches, etc. in the elevations of the buildings or the buildings are all brick stucco.
 4. For all designs, architectural facades and features shall be submitted and reviewed by the Planning and Zoning Director or designee for compliance prior at time of site plan review.
- C. Other similar design variations meeting the intent of this section may be approved by the Planning and Zoning Director or designee.
- D. The architectural styles and facades shown in **Exhibit D, Representative Façade Samples** herein are considered conceptual.
- E. The Permittee shall utilize “Dark Sky” lighting principles when selecting lighting fixtures for all street lighting. Such lighting shall achieve the overall effect of containing and shielding excessive light pollution from adjacent properties. Appropriate designs are as shown on **Exhibit E**, attached hereto.

6. OPEN SPACE, LANDSCAPING & BUFFER REQUIREMENTS

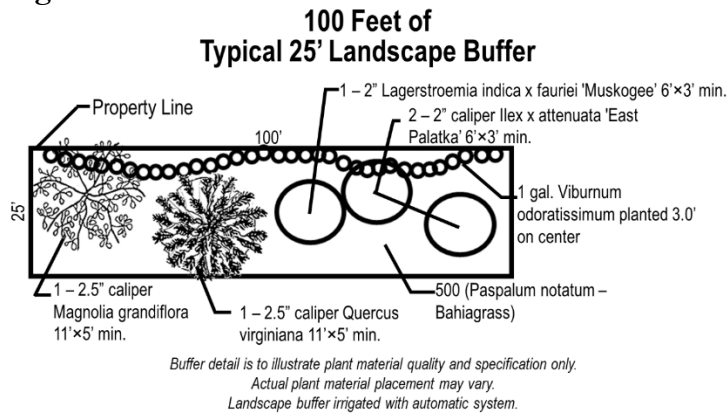
- A. A minimum of 35% open space shall be provided throughout the development. Open space may consist of buffers, wetlands retention and recreation areas.

- B. A minimum one-hundred (100)-foot wide landscape buffer tract shall be provided along the Number Two Road right-of-way. Twenty-five feet (25) of the buffer tract closest to residential lots within the development shall have plantings as shown in Figure B below. *Figure 1 - 100-Foot East Buffer Planting and Fence* as shown in **Exhibit G, Representative Sections**, shall be considered to meet this requirement.
- C. A minimum twenty-five (25)-foot wide buffer tract with plantings as shown in Figure B below, shall be provided along all other property boundaries not located along the Number Two Road right-of-way.
- D. All landscape buffers shall be separate from all other platted lots, shall not be part of individually platted lots, and shall be a common area to be maintained by an entity such as a Property Owners or Homeowners Association.
- E. Each platted single-family residential lot of record shall contain a minimum of one canopy or understory tree, located within in the front yard, selected from the list of trees within the City of Leesburg Code of Ordinances, *Section 25-328 Table 1, Canopy Trees*, plus at least one other tree, located in the back yard. All other requirements for tree planting based on lot size under the Code of Ordinances shall remain in effect.
- F. A split-rail fence or opaque plank fence, of either wood or vinyl/synthetic construction, shall be installed along the Busby Road frontage, up to the southern curve of Number Two Road. The fence shall be installed at a minimum height of four (4) feet. Said fence shall be maintained by the Property Owners or Homeowners Association. Acceptable fence samples and placement for the standards herein are shown in **Exhibit F, Conceptual Fence Examples**, and *Figure 1 - 100-Foot East Buffer Planting and Fence*, **Exhibit G, Representative Sections**.
- G. Land uses allowed within the upland buffers are limited to hiking trails, walkways, passive recreation activities and stormwater facilities as permitted by St. Johns River Water Management District.
- H. All landscaping and buffering shall be in accordance with regulations contained within the City of Leesburg Code of Ordinances, Section 25-329, and at a minimum shall contain the following plantings as noted in Figures A and B below.

Figure A

Canopy Trees (per 100 l.f.)	2 per 100 linear ft
Tree CAL/Height	2" cal, 12' overall height
Optional Ornamental Trees (per 100 l.f.)	3 per 100 linear ft
Tree CAL/Height	2" cal, 7' overall height
Shrub Screen (per 100 l.f.)	
Square Ft. of Shrubs	(33) 3 gal plants, 18"—24" minimum at installation (depending on species); hedges to be 36"—42" high by thirty-six (36) inches wide hedge or continuous landscape screen with a ninety (90) percent opacity within one (1) year of planting
Container size	3 gal

Figure B



- I. Variations to the landscape and buffering requirements of the code may be approved by the Planning and Zoning Director or designee, to the extent that the overall intent of the PUD and the Landscaping Code are maintained, including consideration of existing fencing on adjacent properties and existing natural vegetative buffers.
- J. The surveying of trees on the property shall be conducted as follows:
 1. All specimen, heritage and historic trees shall be surveyed. Staff will review the tree survey and such trees shall be saved where possible during the site plan review process. This may include amending the site plan to save specimen, heritage and historic trees.
 2. Site areas that are to preserve existing trees do not need to be included in the survey unless the trees are to be used in preservation/replacement requirements.
 3. The tree survey shall be completed by a licensed surveyor.

7. SITE ACCESS AND SIGNAGE

- A. The main vehicular access to the project site shall consist of a minimum of two (2) boulevard-style primary access points, one (1) east-west boulevard from the South westernmost boundary, and one (1) north-south boulevard from the South westernmost corner, as reviewed by Lake County Public Works, and/or FDOT as applicable, and as shown on the **Conceptual Development Plan - Exhibit C** and **Representative Road Sections – Exhibit G**, as amended. All access points are conceptual and subject to Lake County approval. Actual location and design of all roads shall be determined during the site plan review process and shall include consideration of, and connection to, sidewalks, recreation paths, etc. All other access shall be reviewed for necessity and requirements through Lake County and the City of Leesburg development and permitting processes. Any additional access points shall be subject to site plan application review process.
- B. Main access points shall be constructed as a “boulevard-type” roadways, having a landscaped median area of at least eight (8) feet in width, and designed to allow emergency access vehicles room to maneuver. This will include left and right turn lanes exiting the property if required during site plan review. This entrance shall be

reviewed and adjusted by staff as needed at the Site Plan and Construction Plan review.

1. Offsite road improvements on existing roads adjacent to the property may be required based on finalized access locations. Such improvements may include, but are not limited to, left and right turn lanes, right-of-way dedication, and pavement rehabilitation. Any proposed offsite road improvements must be approved by Lake County Public Works.
 2. Prior to completion of the subdivision design plans, the developer shall work with the Lake County Department of Public Works to ensure all appropriate required roadway and access improvements for the development are made part of the plans submitted to the City of Leesburg.
 3. The Master Development Plan, and the access points proposed thereon, are considered conceptual until the appropriate engineering and site plan reviews, along with any required upgrades are completed for the project.
- C. All access points are subject to review and approval by the appropriate permitting agency, including FDOT, Lake-Sumter Metropolitan Planning Organization, Lake County and the City of Leesburg as applicable. The developer shall be responsible for on and offsite improvements required as a result of any access points. The developer shall be responsible for all on and offsite improvements required as a result of any access points.
- D. Each required primary access point shall provide a decorative entry feature to include a concrete, brick or stucco wall at least five (5) feet in height, on each side of the entryway. This may be used for signage per City of Leesburg Code of Ordinances, as amended.
- E. Access from Watson Road and Busby Road shall be used for emergency access only and shall be gated in compliance with City of Leesburg emergency regulations.
- F. No access shall be provided onto Number Two Road.
- G. Alternative designs for signage, ground enclosure support, and bases of monument signs may be approved by the Planning and Zoning Director or designee, where the architectural style would be in keeping with the intent of these sign regulations.
- H. Roadway interconnectivity shall be provided as shown on the **Conceptual Development Plan – Exhibit C**, and amended as needed in the site plan review process, to allow for connection points between this development and future development of adjacent properties.

8. **TRANSPORTATION IMPROVEMENTS**

- A. Any transportation improvements or rights-of-way that may be required shall be based on projected needs and shall be contingent upon site plan approval by City staff during the development review and permitting process. The plan review process shall include consideration of required sidewalks, recreation paths, etc.

- B. A traffic/transportation study shall be submitted for review and determination of any necessary access improvements, and including any off-site improvements legally required by Lake County, the Lake-Sumter MPO, or the City of Leesburg. Said improvements will be the responsibility of the Permittee.
- C. The Permittee shall provide necessary traffic improvements within and adjacent to the development which are legally required by Lake County, the Lake-Sumter MPO, and City of Leesburg.
- D. All roads within the development shall be designed and constructed to meet the City of Leesburg requirements. All roads within the development shall be constructed to meet the City of Leesburg's standards, ARTICLE VII – TECHNICAL STANDARDS of the Code of Ordinances, as amended.
- E. The Permittee shall be responsible for obtaining all necessary legally required Lake County and FDOT permits, as required, and a copy of all permits shall be provided to the City of Leesburg.
- F. The City of Leesburg shall not be responsible for the construction of any roads or transportation improvements.
 - 1. Should the Permittee (or designee) desire to dedicate the proposed project's internal road system to the City of Leesburg; the Permittee shall demonstrate to the satisfaction of the City of Leesburg that the road system is in suitable condition and meets all City road design requirements.
 - 2. Should the Permittee (or designee) choose to retain the roadways, the Permittee shall establish an appropriate legal entity that shall accept responsibility to pay the cost and perform all services required to maintain the roads and transportation improvements to City of Leesburg codes and standards, as amended. A Homeowners or Property Owners Association, or other such legal entity will be considered acceptable. As a condition of accepting the roadway system the City may create a special taxing district or make other lawful provisions to assess the cost of maintenance of the system to the residents of the project and may require bonds or other financial assurance of maintenance for some period of time.
- G. Sidewalks shall be provided on both sides of the entrance road(s) and all internal roads, and shall provide cross connections to all recreation and residential areas. Internal road rights-of-ways shall be of sufficient width to contain sidewalks on both sides of each street. All sidewalks shall be constructed in accordance with City of Leesburg Codes.

9. UTILITIES

Prior to receiving final development approval, the Permittee shall submit a stormwater management plan and utility plan acceptable to the City of Leesburg. Water, wastewater and natural gas services will be provided by the City of Leesburg. Prior to any clearing, grubbing, or disturbance of natural vegetation in any phase of the development, the Permittee shall provide:

- A. A detailed site plan that indicates all the provisions for electric, water, sewer, and/or natural gas in accordance with the City of Leesburg Land Development Codes.
- B. Developer shall bear all responsibility, financial and otherwise, for the construction and installation of all utility infrastructure and other improvements related to the use and development of the property, consistent with the typical pioneering agreement approved on new home projects in the city, including such off-site improvements required by the City and all other appropriate government agencies. All such requirements shall be constructed to the applicable specifications imposed by the ordinances and regulations of the City in effect at the time of construction.
- C. Developer shall be responsible for the installation of a natural gas appliances in eighty percent (80%) of all single-family homes in the development as required by the City of Leesburg Code of Ordinances as amended.
- D. The City of Leesburg intends to service the property with water and wastewater services at this time. At the time of connection, all regulations in place at the time of the request shall be required, including but not limited to impact fees, connection and utility service deposit charges. The cost of supplying water and wastewater lines and other necessary infrastructure such as lift stations to the development shall be the responsibility of the applicant.

10. STORMWATER/DRAINAGE MANAGEMENT

All drainage shall be designed and constructed in a manner to meet all State of Florida and City of Leesburg codes, including the requirement that all stormwater runoff is contained within the boundaries of the properties, and does not create a detriment to surrounding properties. Prior to receiving final development approval, the Permittee shall submit a stormwater management plan and utility plan acceptable to the City of Leesburg. Prior to any clearing, grubbing, or disturbance of natural vegetation in any phase of the development, the Permittee shall provide:

- A. A detailed site plan that demonstrates no direct discharge of stormwater runoff generated by the development into any wetlands or onto adjacent properties.
- B. A stormwater management system designed and implemented to meet all applicable St. Johns River Water Management District and City of Leesburg requirements.
- C. A responsible legal entity for the maintenance of the stormwater management system on the plat prior to the approval of the final plat of record. A homeowner's or property owners association is an acceptable maintenance entity.
- D. The existing 100-year flood plain on the property shall be shown on all plans and lots.

- E. The appropriate documentation that any flood hazard boundary has been amended in accordance with Federal Emergency Management Agency requirements, if the 100-year flood plain is altered and /or a new 100-year flood elevation is established in reference to the applicable flood insurance rate map.
- F. A copy of the Management and Storage of Surface Waters permit obtained from St. Johns River Water Management District shall be provided to the City during the site plan review process.
- G. Should the Permittee desire to dedicate the proposed project's stormwater management system to the City of Leesburg; the City, at its discretion, may accept or not accept the stormwater management system.
 - 1. Prior to acceptance, the Permittee shall demonstrate to the City the stormwater management system is in a suitable condition and meets City of Leesburg and St. Johns River Water Management District requirements.
 - 2. As a condition of accepting the system the City may create a special taxing district or make other lawful provisions to assess the cost of maintenance of the system to the residents of the project.

11. WETLANDS, FLOOD ZONES & WILDLIFE

- A. All wetlands on the project site shall be identified by a jurisdictional wetland boundary line, and the location and extent of each wetland shall be determined by the Department of Environmental Protection, St. Johns River Water Management District and/or U.S. Army Corp of Engineers. Each wetland shall be placed on a suitable map, signed and sealed by a surveyor registered to practice in Florida and shall be submitted as part of the site plan application process.
- B. To the extent practicable, wetlands shall be placed in a conservation easement, which shall run in favor of, and be enforceable by, the St. Johns River Water Management District or another legal entity such as a homeowner's association. The conservation easement shall require that the wetlands be maintained in their natural and unaltered state. Wetlands shall not be included as a part of any platted lot, other than a lot platted as a common area, which shall be dedicated to the St. Johns River Water Management District or another legal entity such as a homeowner's association for ownership and maintenance.
- C. Buildings or structures shall be a minimum of 50 feet from any wetland jurisdiction boundary.
- D. Wetlands shall have an average upland buffer of 25 feet, with a minimum of 15 feet or the upland buffer established by St. Johns River Water Management District and/or U.S. Army Corp of Engineers; whichever is more restrictive. All upland buffers shall be naturally vegetated and upland buffers that are devoid of natural vegetation shall be re-planted with native vegetation or as required by St. Johns River Water Management District and/or U.S. Army Corp of Engineers.

- E. Land uses allowed within the upland buffers for wetlands are limited to stormwater facilities as permitted by St. Johns River Water Management District.
- F. If wetland alteration is permitted by St. Johns River Water Management District and/or U.S. Army Corp of Engineers, wetland mitigation shall be required in accordance with permit approvals from St. Johns River Water Management District or U.S. Army Corp of Engineers, whichever is more restrictive.
- G. A wildlife management plan for the project site shall be prepared based on the results of an environmental assessment of the site and any environmental permit required from applicable governmental agencies. The wildlife management plan shall be submitted to the City as part of the site plan application process.
- H. A map indicating the location of the 100-year flood plain.
- I. The appropriate documentation that any flood hazard boundary has been amended in accordance with Federal Emergency Management Agency requirements, if the 100-year flood plain is altered and/or a new 100-year flood elevation is established in reference to the applicable flood insurance rate map.
- J. Through the Site Plan Review process, the developer shall coordinate with the City of Leesburg, Lake County and all impacted government agencies regarding elevation determinations, compensatory storage and overall design of the subdivision within and near flood hazard boundary areas, to ensure compliance with all regulations.

12. IRRIGATION & WATER USAGE

- A. All landscaped areas shall be irrigated and designed to meet Section 25-327, Waterwise and Florida Friendly Landscaping, City of Leesburg Code of Ordinances.
- B. The use of St. Augustine grass, or other varieties of grass which require significant amounts of water are prohibited. The use of Bahia, Bermuda, Zoysia or other grasses which are more drought tolerant are permitted.

13. RECREATIONAL REQUIREMENTS

- A. Recreational development provided on the site may include active and passive uses, as well as enclosed or unenclosed recreational space, devoted to the joint use of the residents. Such recreational space shall consist of not less than 200 square feet of space per dwelling unit, or 3.92 total acres, whichever is greater.
- B. Recreational requirements shall include at least two (2) primary active recreation areas, with one (1) to include a swimming pool and cabana with onsite parking. Other recreation areas shall include children's playground(s) with equipment, dog park area(s), and gazebos. The primary recreational facility shall be constructed in

conjunction with and completed no later than the completion of 50% of the maximum number of approved residential units.

- 1) Retention parks shall be included in the design of the subdivision and shall be designed such that park areas, which may consist of dry retention areas, can be used as open fields, playgrounds or trails, as shown on the attached **Conceptual Site Plan, Exhibit C.**
- 2) A walking/nature trail shall be constructed near the wetlands in the northeast corner of the development, as shown on the attached **Conceptual Site Plan, Exhibit C.**

- D. Other recreation areas may include such uses as outdoor cooking facilities such as grills, outdoor exercise equipment, youth playgrounds, tot lots, trail/boardwalk overlooks, gazebos, play courts, dog parks, or other similar uses which will meet the intent of this document.

14. MAINTENANCE

- A. With the exception of any public utilities, maintenance of all site improvements, including but not limited to roadways, drives, internal sidewalks, landscaping and drainage shall be the responsibility of the property owner. A homeowner's association or property owner's association shall serve as an appropriate entity for all common properties within the development.

15. DEVELOPMENT PHASING & IMPLEMENTATION

- A. The proposed project may be constructed in phases in accordance with the Planned Unit Development Conditions and Conceptual Plan. Changes to the development conditions or conceptual plan, other than those conditions described in these PUD Conditions of Approval, shall be revised in accordance with the Planned Development review process, City of Leesburg Code of Ordinances.
- B. As part of the overall development process, if the project is constructed in phases, then plat of the lots for each approved phase shall contain only portions of the development approved under the Site Plan Review Process, i.e. each phase platted shall match each phase submitted for site plan review.
- C. Upon approval of this PUD by the City Commission, a development permit or building permit application must be submitted with the City for work related to one or more phases of the PUD within four (4) years of this approval becoming final with no appeal pending or the PUD will automatically expire, unless otherwise lawfully extended by the City or Section 252.363, Florida Statutes. In the event the PUD expires, the Property shall be governed by the zoning regulations applicable to the RE-1 (Estate Density Residential) zoning district.

16. MISCELLANEOUS CONDITIONS

- A. The uses of the proposed project shall only be those uses identified in the approved Planned Unit Development Conditions. Any other proposed use must be specifically authorized in accordance with the Planned Development amendment process.

- B. No person, firm or corporation shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building structure, or alter the land in any manner without first submitting the necessary plans and obtaining appropriate approvals in accordance with the City of Leesburg Codes.
- C. Construction and operation of the proposed use(s) shall at all times comply with the Planned Unit Development conditions set forth herein, and with all City and other governmental agencies rules and regulations.
- D. The transfer of ownership or lease of any or all of the property described in these PUD Conditions of Approval shall include in the transfer or lease agreement, a provision that the purchaser or lessee is made good and aware of the conditions pertaining to the Planned Unit Development established and agrees to be bound by these conditions. The purchaser or lessee may request a change from the existing plans and conditions by following the procedures as described in the City of Leesburg Land Development Code, as amended.
- E. These PUD Conditions shall inure to the benefit of, and shall constitute a covenant running with the land and the terms, conditions, and provisions hereof, and shall be binding upon the present owner and any successor, and shall be subject to each and every condition as set forth herein.

17. LEVELS OF SERVICE

- A. Levels of Service
 - 1. As submitted, the development resulting from the proposed zoning change may result in demands on public facilities which would exceed the current capacity of some public facilities, such as, but not limited to water, wastewater, roads, drainage, and solid water. No final development order (site plan and building permits) shall be granted for proposed development until there is a finding that all public facilities and services required for the development have sufficient capacity at or above the adopted level of service (LOS) to accommodate the impacts of the development, or that improvements necessary to bring facilities up to their adopted LOS will be in place concurrent with the impacts of the development.
- B. Utilities
 - 1. Projected Capacities
 - i. The City's utility planning efforts draw upon phasing, capacity and service requirements, based upon information provided by the applicant. The City develops its plans consistent with sound engineering principles, prudent fiscal practices and due regard for regulatory compliance.
- C. If the development requires construction of new distribution or collection lines, or other infrastructure needed to develop the subdivision, the developer will be required to construct such facilities to provide service. The developer will bear the cost of design, permitting and construction. Any such facilities must be constructed

in a fashion consistent with the City's master plans and to the City standards and specifications.

D. Commitment of Capacity

1. There are no previous commitments of any existing or planned excess capacity for this property.

E. Ability to Provide Services

1. At this time, the City intends to provide water, wastewater and reclaimed water services within its service area for the foreseeable future.
2. Future development within the City of Leesburg utility service areas may impact the provision of utility services.

EXHIBIT B**LEGAL DESCRIPTION**

Parcel ID Altkey: 1209358, 2887532, 2887541, 3355881, 1780136,
1780209, 1780225, 1812046, 1208769, 1030161, 1030170

PARCEL 1:

The Northwest 1/4 of the Northeast 1/4 of Section 30, Township 20 South, Range 25 East, Lake County, Florida; and

Begin at the Southwest corner of the Northeast 1/4 of the Northeast 1/4 of Section 30, Township 20 South, Range 25 East, in Lake County, Florida, run N.00°25'20"E. along the West line of the Northeast 1/4 of the Northeast 1/4 of Section 30, a distance of 50.00 feet; thence S.44°30'32"E., 70.79 feet to a point on the South line of the Northeast 1/4 of the Northeast 1/4 of Section 30; thence N.89°26'40"W., along the South line of the Northeast 1/4 of the Northeast 1/4 a distance of 50.00 feet to the Point of Beginning.

PARCEL 2:

Begin at the Northeast corner of Section 30, Township 20 South, Range 25 East, Lake County, Florida, run thence South 00°35'20" West along the East line of the Northeast 1/4 of said Section 30, a distance of 30.00 feet; thence North 89°26'40" West parallel with the North line of the Northeast 1/4, 17.00 feet; thence South 0°35'20" West, 638.24 feet to the South line of the Northeast 1/4 of the Northeast 1/4 of the Northeast 1/4; thence South 89°26'40" East, 17.0 feet to the East line of said Northeast 1/4; thence South 0°35'20" west, 668.30 feet to the Southeast corner of the Northeast 1/4 of the Northeast 1/4; thence North 89°26'40"w along the South line of the Northeast 1/4 of the Northeast 1/4, 338.29 feet; thence North 0°30'20" East, 1336.31 feet, more or less, to the North line of said Northeast 1/4; thence South 89°29'00" East, along said North line of Northeast 1/4 to the Point of Beginning . Less Road Right of Way.

AND

Also a part of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, Lake County, Florida described as follows:

Begin at the Southeast corner of said Section 19, run thence North 89°29'00" West along the South line of the Southeast 1/4, 340.23 feet; thence North 0°30'20" East, 7.63 feet; thence South 88°11'55" East, 340.32 feet to the Point of Beginning . Less Road Right of Way.

PARCEL 3:

The West 1/2 of the Northeast 1/4 of the Northeast 1/4 of Section 30, Township 20 South, Range 25 East, in Lake County, Florida, LESS the South 679.75 feet thereof;

AND

Beginning at the Southeast corner of the West 1/2 of the East 1/2 of the Southeast 1/4 of Section 19, Township 20, Range 25 East, in Lake County, Florida, run thence S.89°58'10"W., along the South line of said Section 19 a distance of 669.75 feet to the Southwest corner of the said West 1/2 of the East 1/2 of the Southeast 1/4; thence N.00°00'40"E., along the

West line of the East 1/2 of the Southeast 1/4 of said Section 19, a distance of 30 feet; thence S.88°12'02"E ., 670.03 feet to a point on the East line of the aforesaid West 1/2 of the East 1/2 of the Southeast 1/4 of said Section 19, thence S.00°03'40"E., 15.00 feet to the Point of Beginning.

..

PARCEL 4:

The East 1/2 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, LESS beginning at the Southeast corner of Section, run West to Southwest corner of the Southeast 1/4 of the Southeast 1/4, thence North 30 feet, thence Southeast to Point of Beginning, in Section 19, Township 20 South, Range 25 East, in Lake County, Florida. Less the East 40 feet for Road right of way.

PARCEL 5:

The Northwest 1/4 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, Lake County, Florida.

PARCEL 6:

The Southwest 1/4 of the Southeast 1/4 and the East 1/2 of Government Lot 4, in Section 19, Township 20 South, Range 25 East, Lake County, Florida

PARCEL 7:

The East 1/2 of Government Lot 3, the North 3/4 of the West 1/2 of Government Lot 3 and the South 330 feet of the East 330 feet of the West 1/2 of Government Lot 3, all in Section 19, Township 20 South, Range 25 East;

Together with Non-Exclusive Easements for Ingress and Egress over and across that part of the East 15 feet of the West 1/2 of the Northeast 1/4, of Section 30, Township 20 South, Range 25 East, lying between County Road No. 2-3021 and the North boundary line of said Section 30, the South 15 feet of the West 15 feet of the Northwest 1/4 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, and the East 15 feet and the North 15 feet of the Southwest 1/4 of Section 19, Township 20 South, Range 25 East, all in Lake County, Florida

PARCEL 8:

The West 329.31 feet of the East 1/2 of the Northeast 1/4 of the Northeast 1/4 of Section 30, Township 20 South, Range 25 East, Lake County, Florida.

AND

That part of the West 329.31 feet of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 19, Township 20 South, Range 25 East, Lake County, Florida, lying South of the following described line: from the Southwest corner of the Southeast 1/4 of the Southeast 1/4 of said Section 19, run Northerly along the West line thereof 30 feet to the point of beginning of said line; thence Southeasterly along said line to the Southeast corner of said Section 19 and the end of said line.

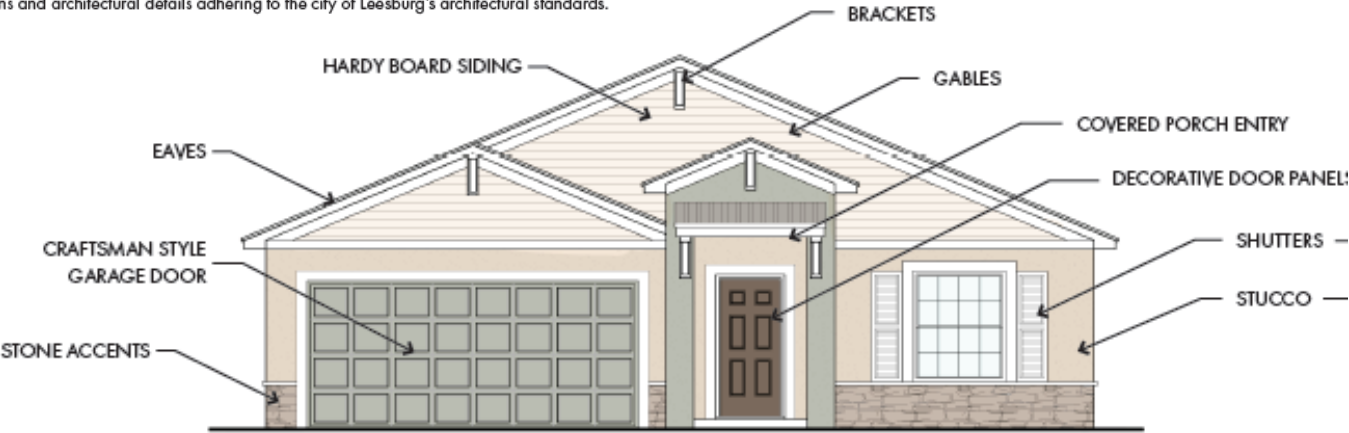
CONCEPTUAL SITE PLAN



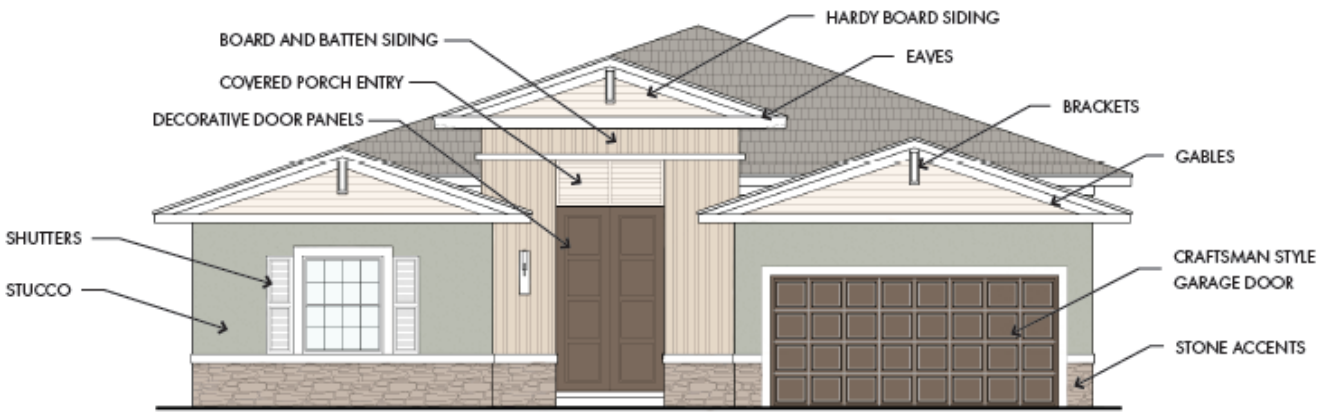
EXHIBIT D

REPRESENTATIVE FAÇADE SAMPLES

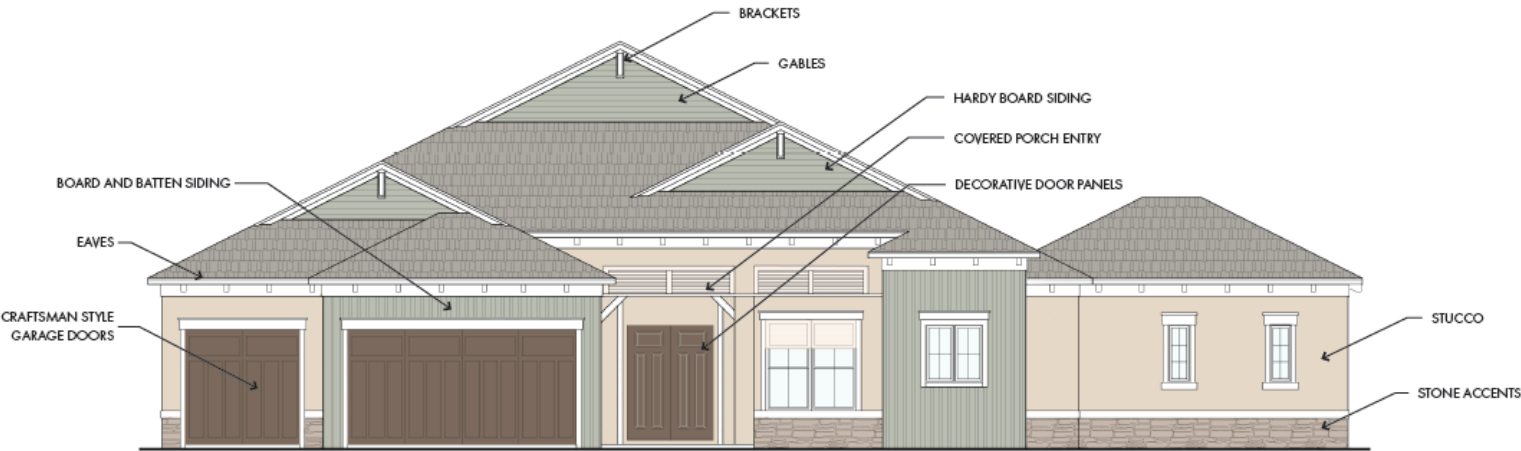
GENERAL NOTES:
A variety of architectural details and model types shall be provided to avoid monotonous appearances. Design principles demonstrated in the plans submitted will include a diversity in elevations and architectural details adhering to the city of Leesburg’s architectural standards.



50’ LOT PRODUCT



60’ LOT PRODUCT

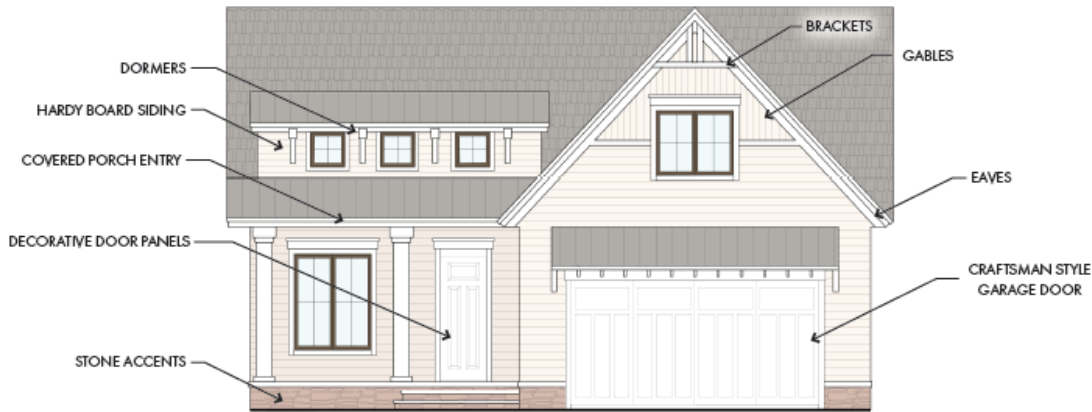


100’ LOT PRODUCT

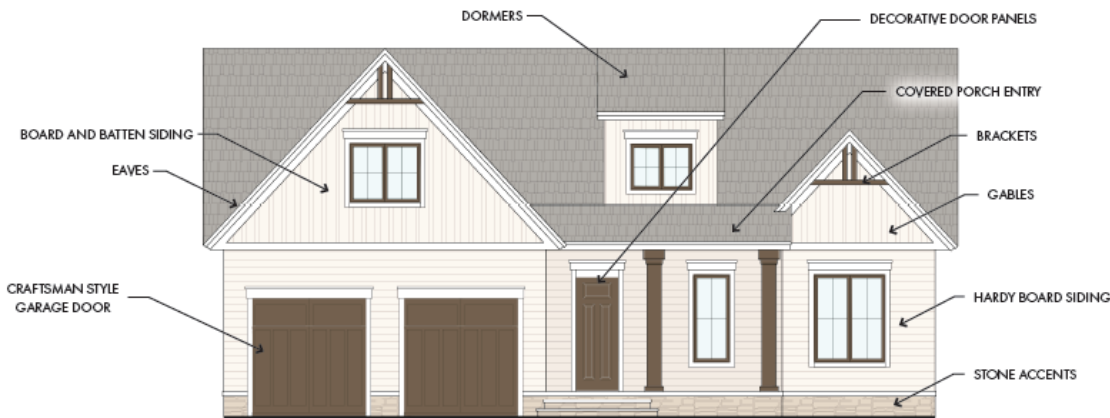
EXHIBIT D (CONT.D)

REPRESENTATIVE FAÇADE SAMPLES

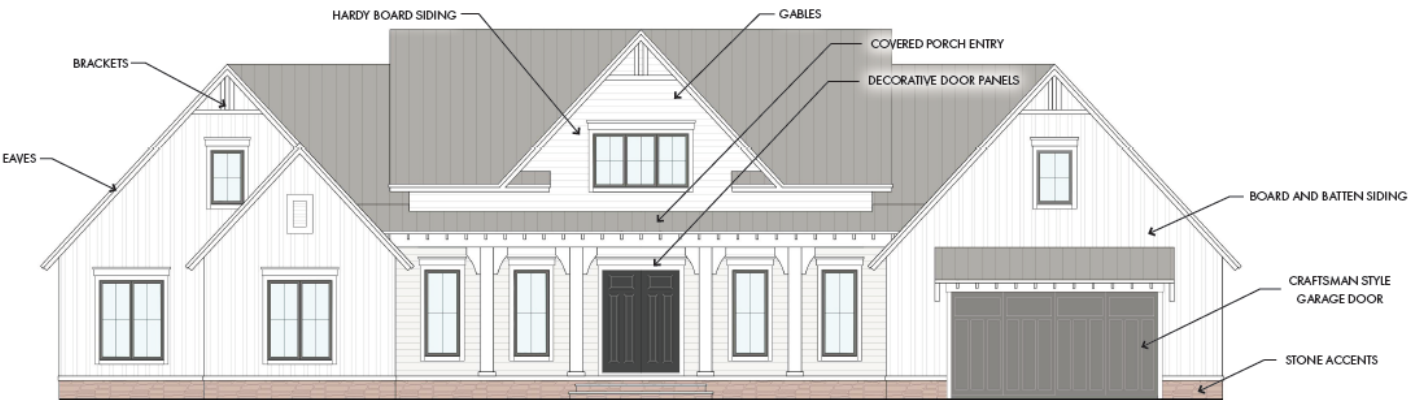
GENERAL NOTES:
A variety of architectural details and model types shall be provided to avoid monotonous appearances. Design principles demonstrated in the plans submitted will include a diversity in elevations and architectural details adhering to the city of Leesburg’s architectural standards.



50' LOT PRODUCT



60' LOT PRODUCT



145' LOT PRODUCT

TYPICAL DARK SKY LIGHTING FIXTURES

Examples of Acceptable / Unacceptable Lighting Fixtures

Unacceptable / Discouraged

Fixtures that produce glare and light trespass



Acceptable

Fixtures that shield the light source to minimize glare and light trespass and to facilitate better vision at night



Illustrations by Bob Ciesin © 2005. Rendered for the Town of Southampton, NY. Used with permission.

EXHIBIT F

CONCEPTUAL FENCE EXAMPLES



Figure 1 – Opaque vinyl fence

Example Source Courtesy of Bespoke Fence

<https://bespokefence.com/products/vinyl-fences/>



Figure 2 – Split-rail fence

Example Source Courtesy of Superior Outdoor Products

<https://superiorplasticproducts.com/3-rail-vinyl-fence>

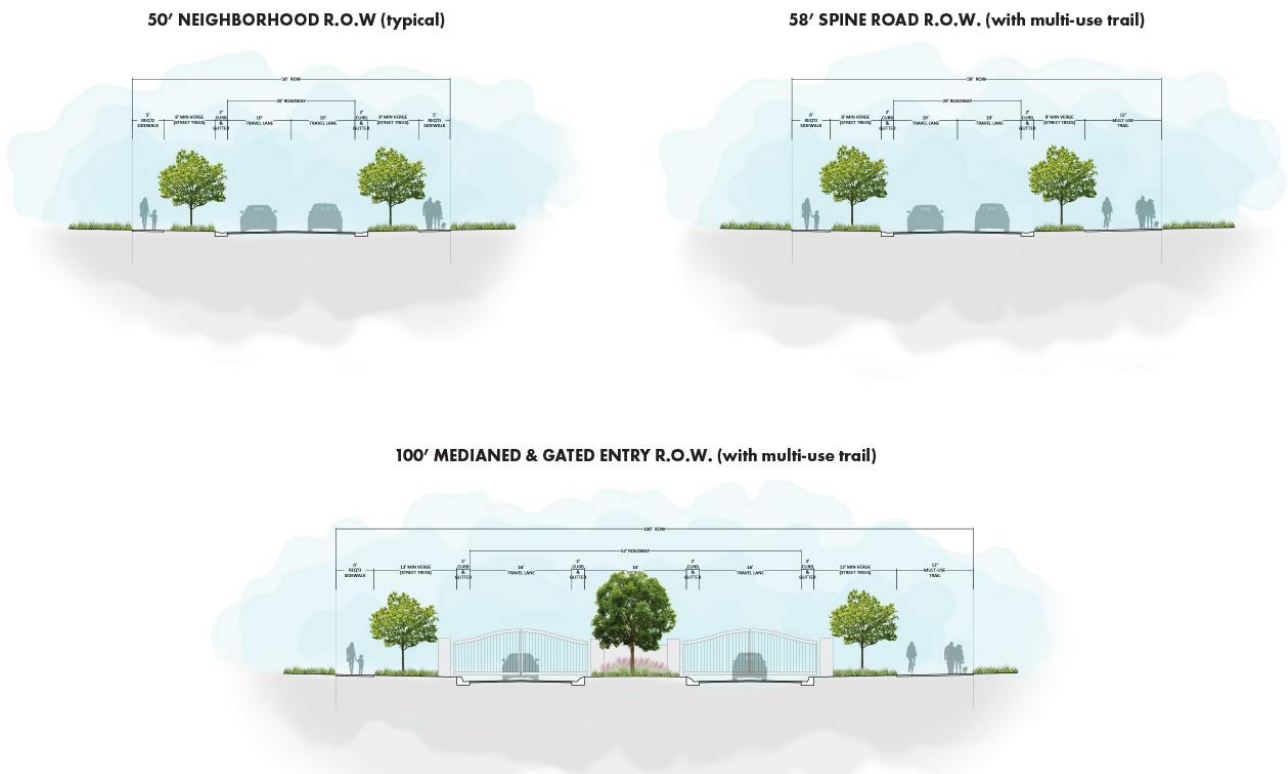
EXHIBIT G

REPRESENTATIVE SECTIONS

Figure 1 - 100-Foot East Buffer Planting and Fence



Figure 2 - Representative Road Sections





**CITY OF LEESBURG PLANNING & ZONING DIVISION
RECOMMENDATIONS**

DATE: December 19, 2024
OWNER: RHV Edison Avenue, LLC/ EPC Holdings 938, LLC
PETITIONER: Tara Tedrow, Esq.
PROJECT: Silver Springs
REQUEST: Rezone from Lake County A (Agriculture) and CFD (Community Facility District) to City of Leesburg PUD (Planned Unit Development).
CASE NO.: PUD-24-346

THE PLANNING & ZONING DEPARTMENT RECOMMENDS:

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

1. The proposed request for a PUD (Planned Unit Development) zoning is compatible with the current surrounding zoning districts, including Lake County A (Agriculture), CFD (Community Facility District); and Leesburg PUD (Planned Unit Development)
2. The proposed request is compatible with the proposed Future Land Use designation of City of Leesburg Estate Residential, which is compatible with the current surrounding Future Land Use designations.
3. The proposed request, as conditioned in the PUD zoning agreement, does not appear to create a detriment to surrounding properties, based on the location and proximity to future compatible development.

Action Requested:

1. Vote to **approve** the proposed rezoning from Lake County A (Agriculture) and CFD (Community Facility District) to City of Leesburg PUD (Planned Unit Development), as conditioned, and forward this recommendation to the City Commission for consideration.

**CITY OF LEESBURG PLANNING & ZONING DIVISION
STAFF SUMMARY**

DATE: December 19, 2024

OWNER: RHV Edison Avenue, LLC/ EPC Holdings 938, LLC

PETITIONER: Tara Tedrow, Esq.

PROJECT: Silver Springs

REQUEST: Large-scale Comprehensive Plan amendment to City Estate Residential and Rezoning to City PUD.

CASE NO.: (ANNX-24-344); LSCP-24-345; PUD-24-346

GENERAL LOCATION: West of Number Two Road and north of Busby Road.

FUTURE LAND USE DESIGNATION: Lake County Rural

SURROUNDING FUTURE LAND USE DESIGNATION:

North – Lake County Urban Low Density, Rural Transition
South – Lake County Rural; City of Leesburg Neighborhood Mixed Use
East – Lake County Rural; City of Leesburg Neighborhood Mixed Use
West – Lake County Urban Low Density; City of Leesburg Neighborhood Mixed Use

PROPOSED FUTURE LAND USE DESIGNATION: City of Leesburg Estate Residential

EXISTING ZONING DESIGNATION: Lake County A (Agriculture) and CFD (Community Facility District)

SURROUNDING ZONING DESIGNATIONS:

North – Lake County PUD (Planned Unit Development), A (Agriculture)
South – Lake County A (Agriculture); City of Leesburg PUD (Planned Unit Development)
East – Lake County A (Agriculture); City of Leesburg PUD (Planned Unit Development)
West – Lake County PUD (Planned Unit Development); City of Leesburg PUD (Planned Unit Development)

PROPOSED ZONING DESIGNATION: City of Leesburg PUD (Planned Unit Development)

EXISTING LAND USE: Vacant, undeveloped acreage.

SURROUNDING LAND USE:

North – Residential; Residential Commons; Timber; Pasture Improved
South – Residential; Timber; Non-Agricultural Acreage
East – Timber; Residential; Non-Agricultural Acreage; Nursery
West – Residential; Residential Commons; Non-Agricultural Acreage

PROPOSED LAND USE: 825 single-family residences, comprised of 479 50' x 120' lots, 284 60' x 120' lots, 45 70' x 120' lots, and 17 145' x 300' lots, with accompanying amenities.

**CITY OF LEESBURG PLANNING & ZONING DIVISION
DEPARTMENTAL REVIEW SUMMARY**

DATE: December 19, 2024
OWNER: RHV Edison Avenue, LLC/ EPC Holdings 938, LLC
PETITIONER: Tara Tedrow, Esq.
PROJECT: Silver Springs
REQUEST: Large-scale Comprehensive Plan amendment to City Estate Residential and Rezoning to City PUD.
CASE NO.: (ANNX-24-344); LSCP-24-345; PUD-24-346

THE FOLLOWING COMMENTS RECEIVED FROM EACH DEPARTMENT:

POLICE

No comments provided.

FIRE

No comments provided.

ELECTRIC

This is outside Leesburg electric service territory. We have no objections. – Steve Davis, 10/30/2024.

GAS

Gas Department- No Comment – Wayne Williams, 10/30/2024

GIS

No comments provided.

BUILDING

No comments provided.

PUBLIC WORKS

No comments provided.

ADDRESSING

No comments provided.

HOUSING & REDEVELOPMENT

No comments provided.

LAKE COUNTY PUBLIC WORKS

No comments provided.

LAKE COUNTY SCHOOLS

This project would be subject to school concurrency review. Please have the applicant contact myself or Helen LaValley for more information. – Heather Croney, 10/30/2024

PUBLIC RESPONSES

Approval

Disapproval

No comment

Notice of Appearance filed:

PUBLIC COMMENTS (APPROVAL)

PUBLIC COMMENTS (DISAPPROVAL)



May 31, 2024
Max Van Allen
Planner, Planning & Zoning Department
City of Leesburg
204 North 5th St.
Leesburg, FL 34748

Subject: Transportation Facilities Analysis (TFA) Review – Silver Springs Citrus

Dear Mr. Max,

WSP has reviewed the transportation facilities analysis that was prepared in support of the application to rezone the Silver Springs Citrus property and annex the site into the City of Leesburg. The site is located east of US 27 and west of Number 2 Road in the City of Leesburg, Florida. The current zoning designations for the property are Agricultural (A) and Community Facility District (CBD) within unincorporated Lake County. The proposed rezoning would change the designation to Planned Unit Development (PUD) within the City of Leesburg.

The transportation facilities analysis was reviewed for consistency with the Traffic Impact Study Methodology and Guidelines adopted by the City of Leesburg and Lake-Sumter MPO, Lake County Congestion Management Process (CMP) Database, Institute of Transportation Engineers (ITE) Trip Generation Manual 11th Edition, and current traffic impact study best practices. The following list of comments is for your review and consideration.

1. **Table 4 (Existing Zoning):** Since fitted curve equation method was used to estimate trip generation, 'Rate' should be the fitted curve equation instead of a numerical value.
2. **Table 4 (Proposed Zoning):** Since fitted curve equation method was used to estimate trip generation, 'Rate' should be the fitted curve equation instead of a numerical value.
3. **Table 8:** Please explain why the deficient roadway segment (US 27/SR 25 from CR 48 to Plantation Boulevard.) should not be a concern for the rezoning application approval.
4. **TIA:** Please note that a comprehensive traffic impact analysis (TIA) is required if any of the proposed development is moved to the next phase, even after the PUD is approved.

Kind regards,
Md Sakoat Hossan, PhD, PE, PMP, PTOE, RSP₂₁



Close up of Sign on Property from Watson Road.



Looking north across Watson Road.



Looking east along Watson Road.



Looking south into the subject property across Watson Road.



Looking west along Watson Road.



Close up of Sign on Property from Number 2 Road.



Looking north along Number 2 Road.



Looking east across Number 2 Road.



Looking south along Number 2 Road.



Looking west across Number 2 Road.

Silver Springs– (ANNX-24-38); LSCP-24-39; PUD-24-40; (ANNX-24-344); LSCP-24-345; PUD-24-346
Taken June 11, 2024



Close up of Sign on Property from Busby Road.



Looking north into the subject property across Busby Road.



Looking east along Watson Road.

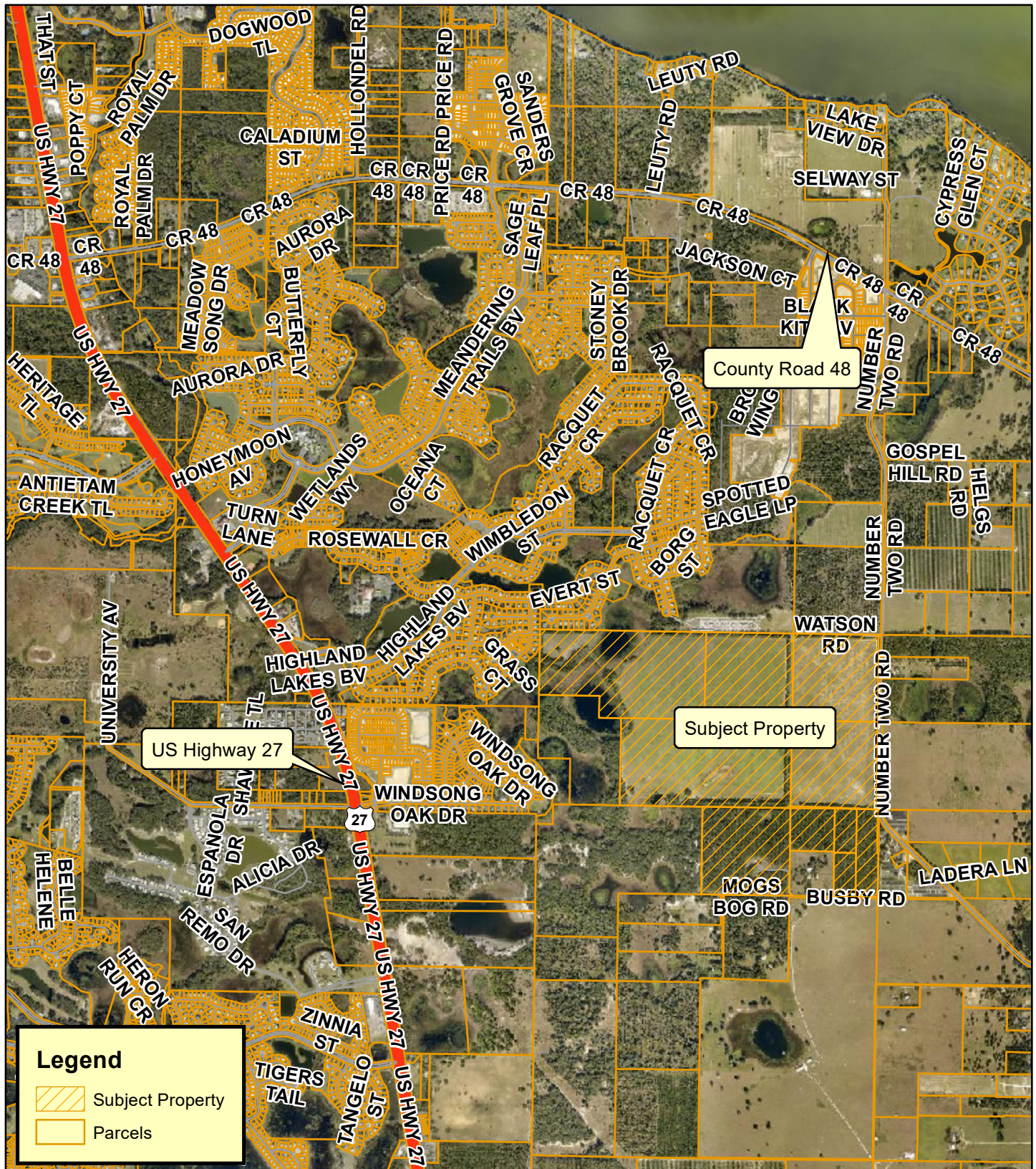


Looking south across Watson Road.

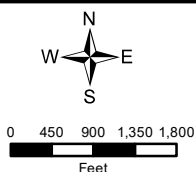


Looking west along Watson Road.

Extended Aerial

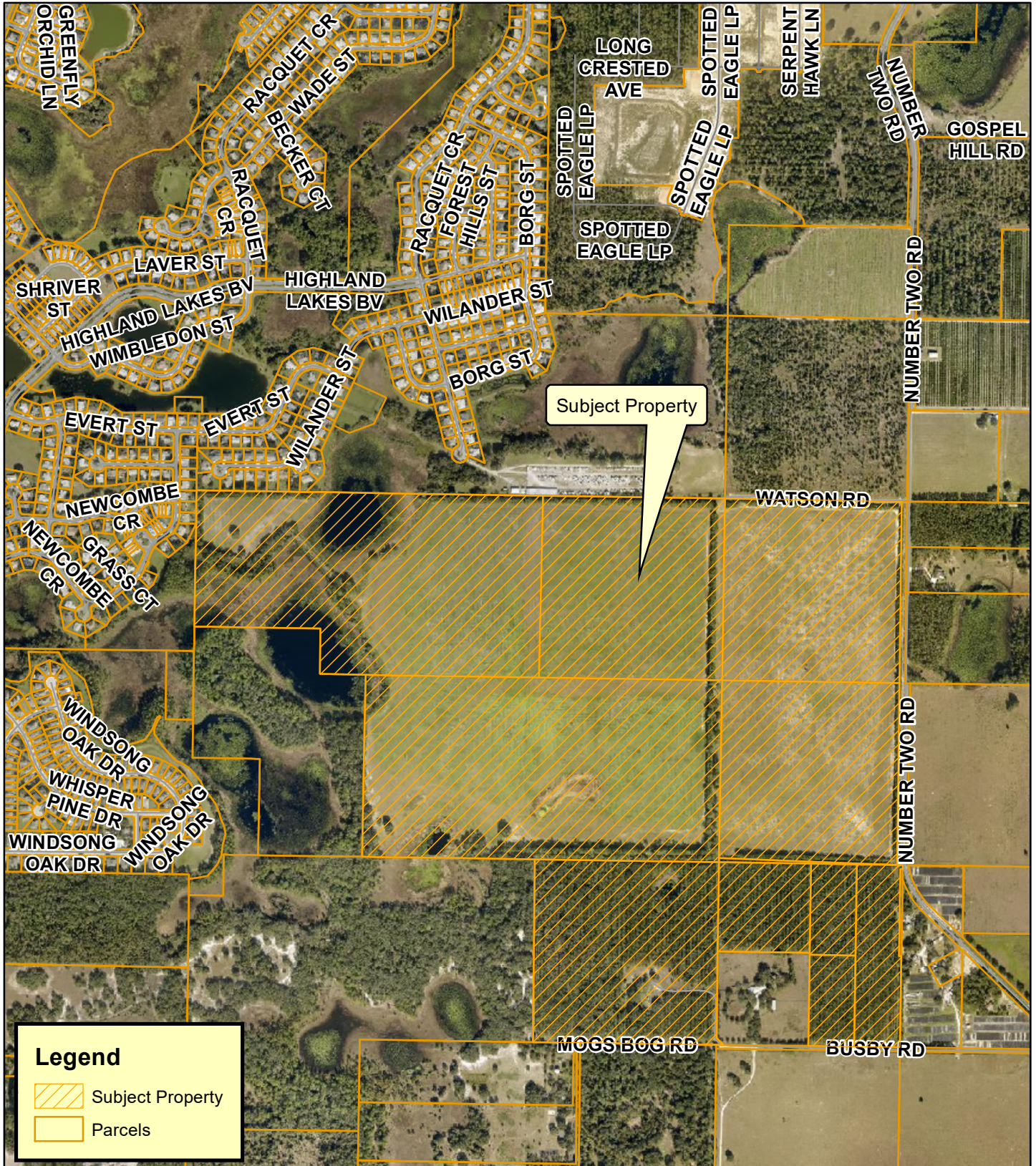


Planning & Zoning Division

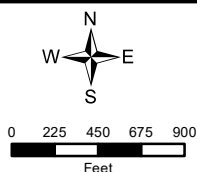


Silver Springs
ANNX-24-344; LSCP-24-345; PUD-24-346
AK #: 1030161, 1030170, 1209358, 2887541, 3355881,
2887532, 1208769, 1780136, 1780209, 1780225, 1812046
Sections 19 and 30, Township 25 South, Range 20 East
October 30, 2024

Aerial

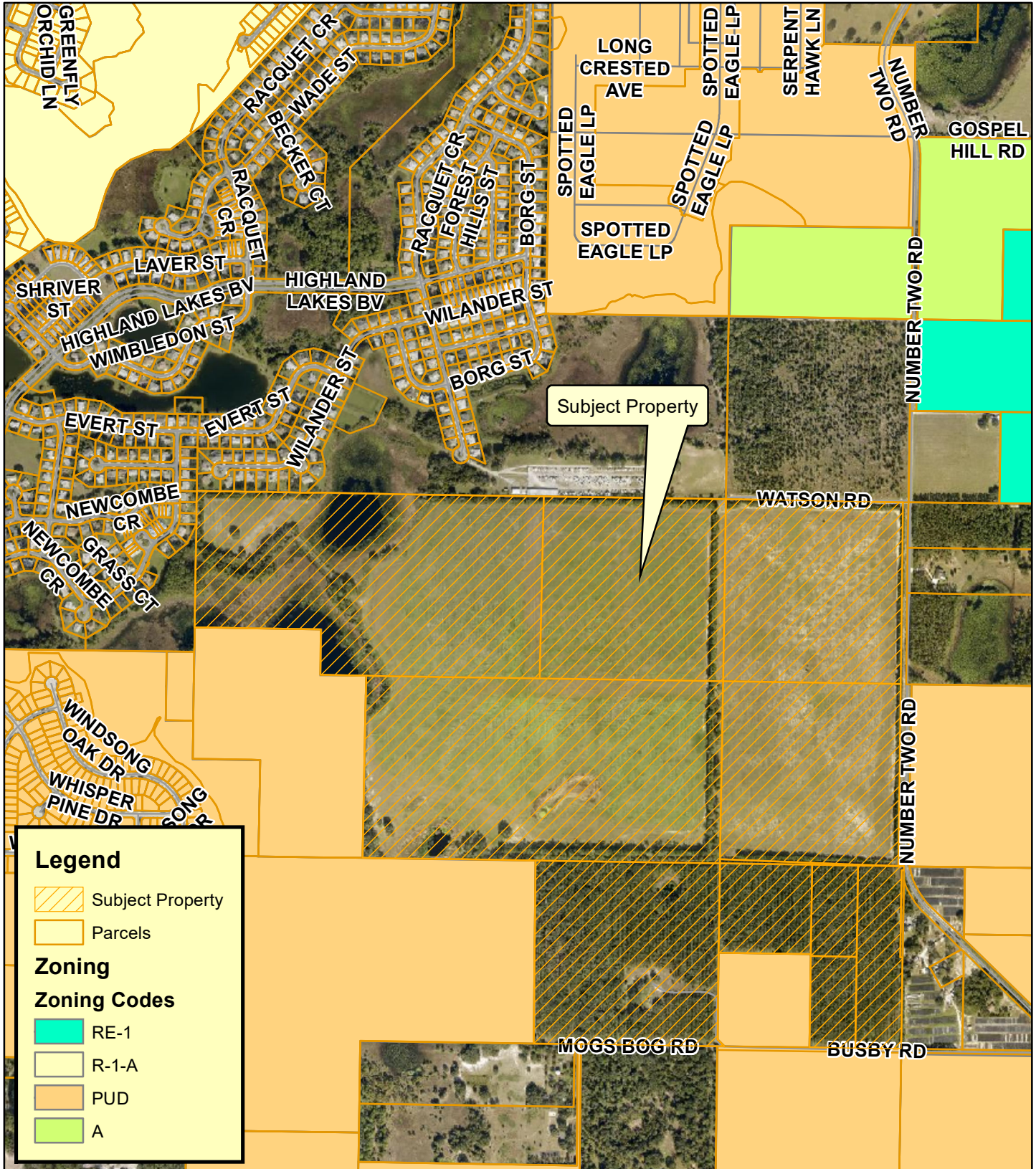


**Planning
& Zoning
Division**

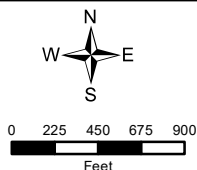


Silver Springs
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 October 30, 2024

City of Leesburg Zoning

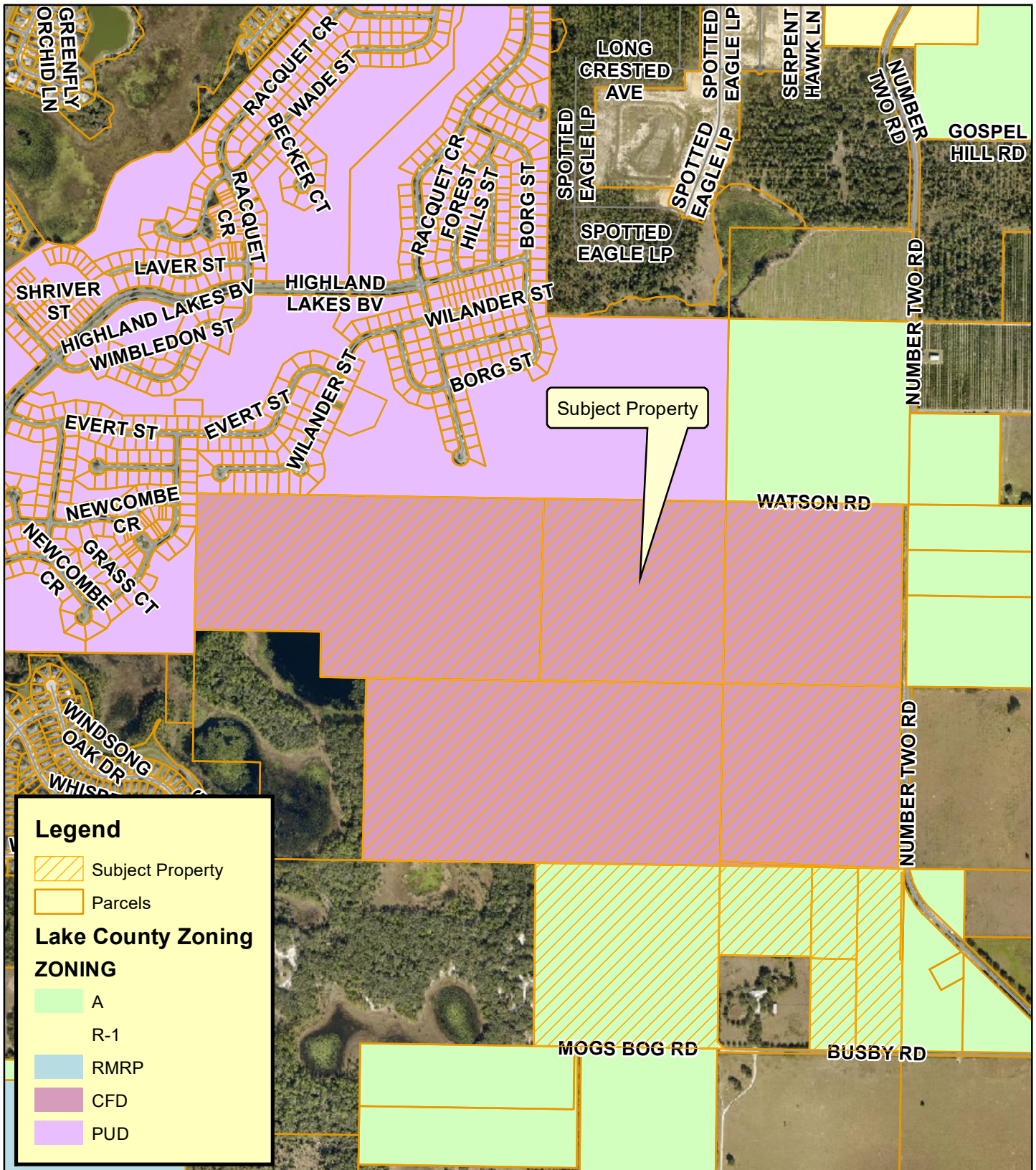


**Planning
& Zoning
Division**

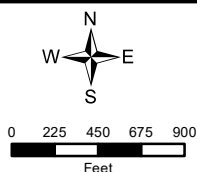


Silver Springs
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 Sections 19 and 30, Township 25 South, Range 20 East
 October 30, 2024

Lake County Zoning

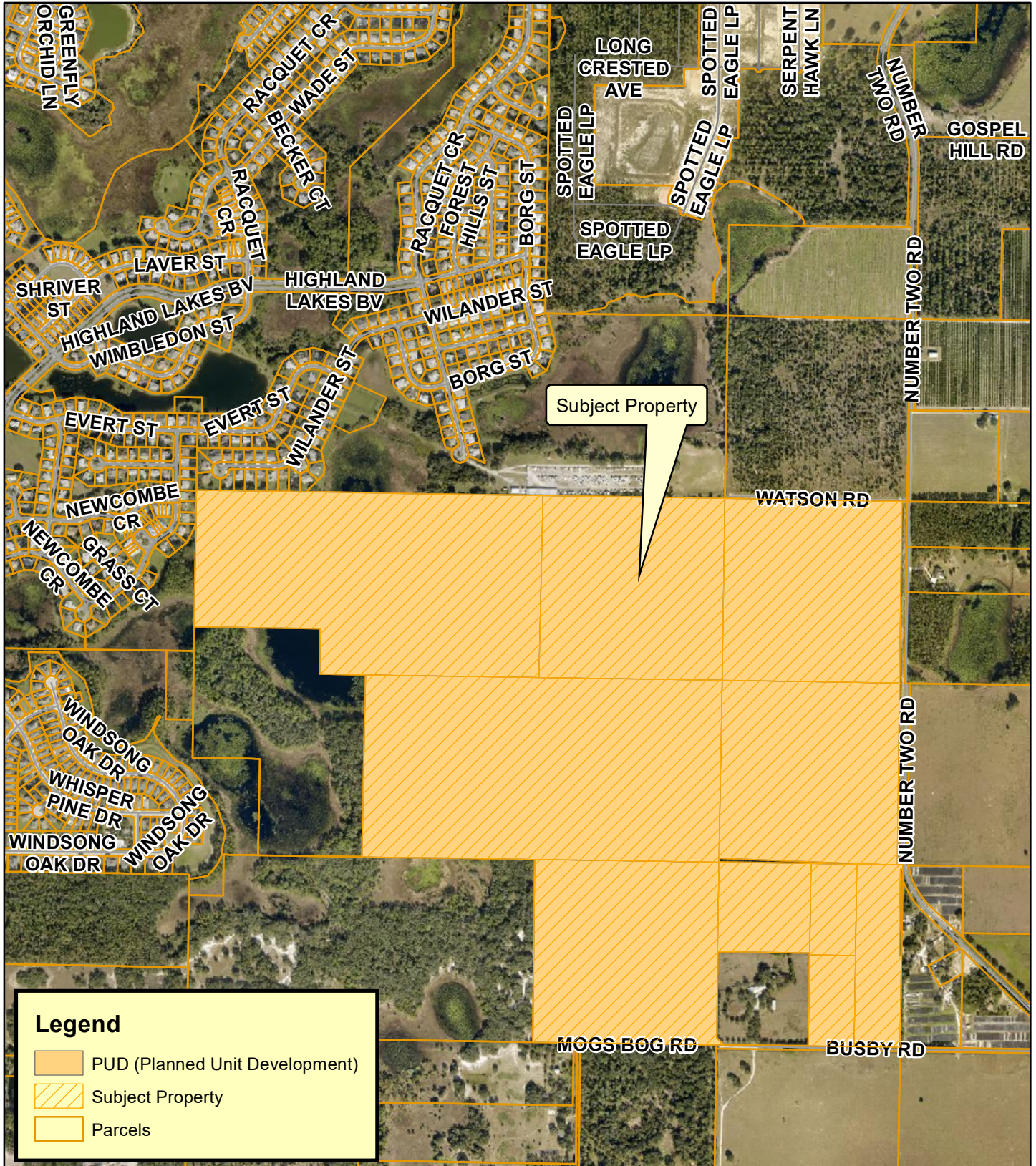


**Planning
& Zoning
Division**



Silver Springs
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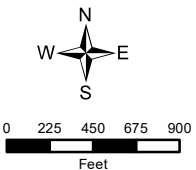
Proposed Zoning



Subject Property



**Planning
& Zoning
Division**

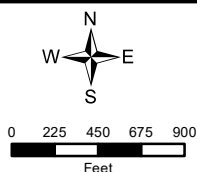


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 Sections 19 and 30, Township 25 South, Range 20 East
 October 30, 2024

Surrounding Land Use

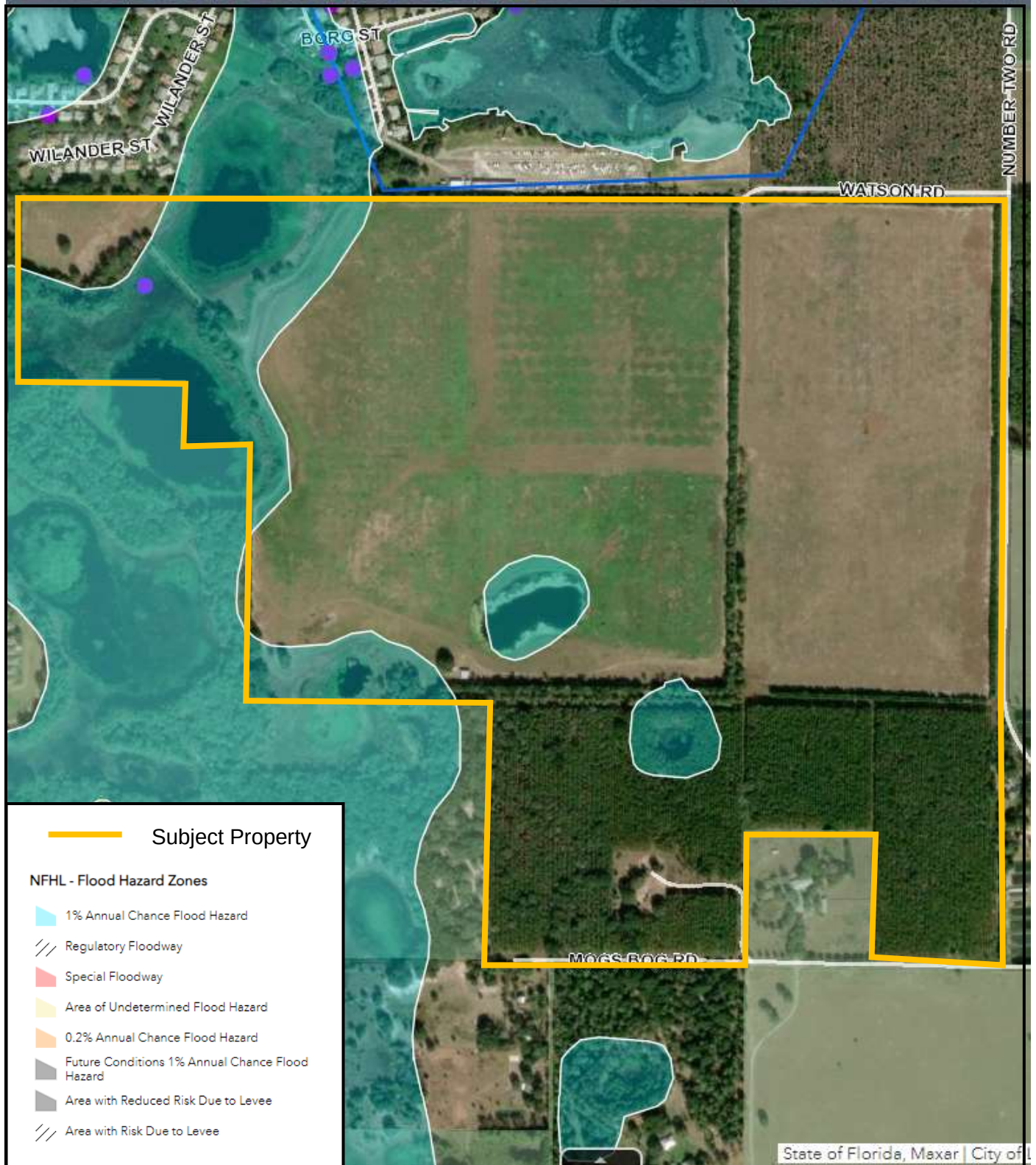


**Planning
& Zoning
Division**



Silver Springs
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 2887532, 1208769, 1780136, 1780209, 1780225, 1812046
 Sections 19 and 30, Township 25 South, Range 20 East
 October 30, 2024

Flood Zone



**Planning
& Zoning
Division**



Silver Springs

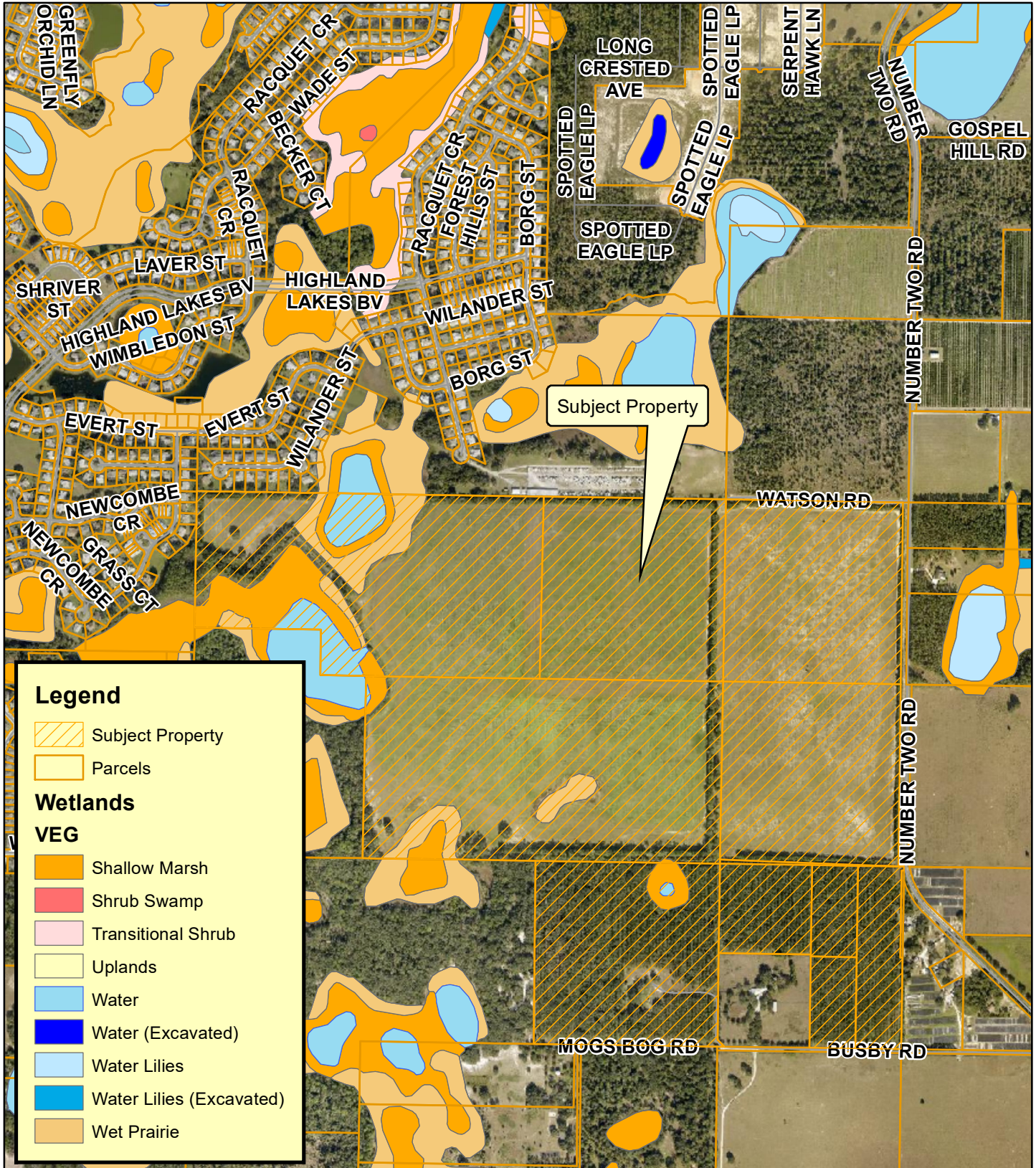
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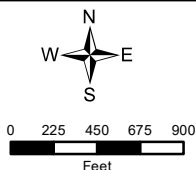
Sections 19 and 30, Township 25 South, Range 20 East

October 30, 2024

Wetlands



**Planning
& Zoning
Division**



Silver Springs
 ANNX-24-344; LSCP-24-345; PUD-24-346
 AK #: 1030161, 1030170, 1209358, 2887541, 3355881,
 2887532, 1208769, 1780136, 1780209, 1780225, 1812046
 Sections 19 and 30, Township 25 South, Range 20 East
 October 30, 2024