

AGENDA
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, FEBRUARY 9, 2026 5:30 PM

1. CALL TO ORDER

INVOCATION

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

2. PROCLAMATIONS:

A. None

3. PRESENTATIONS:

A. Retirement Plaque - Fire Chief Joseph Mera

B. Pinning of New Fire Chief - Ryan Henry

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 26, 2026

B. PURCHASING ITEMS:

1. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute an amendment to the existing contract with Professional Waterfront Cleanup and Removal, LLC; and providing an effective date.**

C. RESOLUTIONS:

1. **Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement to the City of Leesburg from Tralonie Montoute for the purpose of granting the City an Easement over the property described therein; and providing an effective date.**

6. PUBLIC HEARINGS AND NON-ROUTINE ITEMS:

During Public Hearings and Non-Routine Items, the Commission requests that those in attendance respect the process and maintain order. As such, in accordance with Robert's Rules of Order, please refrain from speaking out, cheering, or applauding during these proceedings. Your cooperation helps ensure a fair and respectful hearing.

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 25.07 +/- acres; and being generally located south of CR 48, east of Number Two Road, and west of Trimpi Road, lying in Section 20, 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. (Lake Margareta Phase 2 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 real property consisting of approximately 25.07 +/- acres; and being generally located south of CR 48, east of Number Two Road, and west of Trimpi Road, lying in Section 20, Township 20 South,**

**Range 25 East, Lake County, Florida; and providing an effective date.
(Lake Margaretta Phase 2 SSCP)**

3. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 25.07 +/- acres from Lake County R-1 (Rural Residential) to City of Leesburg PUD (Planned Unit Development) to allow for 75 single-family homes, for a property generally located south of CR 48, east of Number Two Road, and west of Trimpi Road, lying in Section 20, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Lake Margaretta Phase 2 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.

**AGENDA MINUTES
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, JANUARY 26, 2026 5:30 PM**

1. CALL TO ORDER

The City of Leesburg Commission held a regular meeting on Monday, January 26, 2026, at Leesburg City Hall. Mayor Pro Tem Pederson called the meeting to order at 5:36 p.m. with the following members present:

Commissioner Jimmy Burry
Commissioner Jay Connell
Commissioner Alan Reisman
Mayor Pro Tem Mike Pederson

Mayor Allyson Berry was absent. 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

The Invocation and the Pledge of Allegiance were conducted at the Greater Leesburg Community Redevelopment Agency meeting, which was held immediately prior to this meeting.

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

2. PROCLAMATIONS:

A. None

3. PRESENTATIONS:

A. None

4. PUBLIC COMMENTS:

At this time, the public may bring matters to the attention of the City Commission. Please note that issues raised during this time will not be discussed, but your comments will be referred to the appropriate staff or scheduled for consideration at a future City Commission Meeting. If you are speaking about an item that will be considered later in this meeting, your comments will be heard during public hearings. Each speaker is allocated three minutes. Kindly adhere to this time limit to ensure equal opportunity for all

participants. Thank you!

Gary Baker of 1628 Karen Perkins Street, The Villages, said he was there to get some information about the Leesburg Gas situation and the contract with the South Sumter Gas Company. He spoke with his district representative and Don Wiley, the head Sumter County Commissioner, and they suggested that he talk to the city manager. He also talked to the finance director, who sent him the gas contract. The folks in the villages wanted him to come and make a statement and to get information. He looked over the natural gas system construction purchase and sale agreement between the South Sumter Gas Company (SSGC) and the City of Leesburg, Florida. He noticed in the contract that the South Sumter Gas Company was managed by Kelsey Morse Manley, who is one of the Morse family who are the original builders of The Villages. They are the players for the South Sumter Gas Company. At the bottom of page nine, under number ten, it says the payment of a purchase plan. It says the city shall calculate and pay the purchase price to SSGC on a monthly basis throughout the term. Then page eight says for each residential customer served by the city under this agreement, in other words, for each village customer under this agreement there will be a purchase price customer charge per month of 6.93, and there will also be a per term charge of 0.53988. This contract was entered into in 2018, so it is six years old. He wanted to know when this purchase by the City of Leesburg from the South Gas Company would be completed, because the whole idea of the contract is the purchase and sale agreement. He thought it was all built now because all the infrastructure and big pipes are in and everything is running. It is all brand-new equipment, so he wanted to know about the timeline for when the purchase and sale from SSGC to the city would happen. **Mayor Pro Tem Pederson** stated he would have the city manager follow up with him after the meeting. **CM Minner** added that his question was very ambiguous because the contract is ambiguous in that regard. Essentially, he was happy to talk to him offline. He knows he was transferred to the finance director because he was unable to take his message. The finance director manages that contract, so in short, the agreement is that the City of Leesburg and SSGC partnered to build gas services for The Village's customers. The Village customers have a separate rate outside the native city residents. If he had gone through that contract, he would have noticed that they separated village customers and native customers, so we have a two-tiered pricing system. The pricing structure is two-tiered because it required significant construction of infrastructure that The Villages took on when they built the infrastructure. The payment to The Villages, which is what he was saying, was called a dedication, and that is really a payment to The Villages for, and eventually they will transfer the ownership. The city owns the system because it is dedicated to us, but we continually pay The Villages a share of the revenues to cover the costs of construction. We then tied the rates to a different structure, so the system would recover costs. So Leesburg Village customers, the native customers, are different and there is a different price structure, and it is rooted back into how that system was constructed. He had already provided that information to him, but if he would get his information from the finance director and reach out to him after the meeting.

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.

Items pulled for discussion:

5.C.4.a - Lessor Consent to Sublease Agreement between the City of Leesburg and Aerostat, Inc., for a sublease agreement between Aerostat, Inc. and Javier Mouriz;

5.C.4.b - Lessor Consent to Sublease Agreement between the City of Leesburg and Aerostat, Inc., for a sublease agreement between Aerostat, Inc. and David Chris Curry; and

5.C.4.c - Lessor Consent to Sublease Agreement between the City of Leesburg and Aerostat, Inc., for a sublease agreement between Aerostat, Inc. and Bryce Bock.

Commissioner Reisman moved to adopt the Consent Agenda except for **5.C.4.a**, **5.C.4.b**, and **5.C.4.c**, and Commissioner Burry seconded the motion.

The roll call vote was:

Commissioner Connell	Yes
Commissioner Burry	Yes
Commissioner Reisman	Yes
Mayor Pro Tem Pederson	Yes

Four 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 January 12, 2026**

B. PURCHASING ITEMS:

- 1. Purchase request for one (1) new Caterpillar Diesel generator for the Airport Runway in the total amount of \$95,982.41 from Ring Power using Sourcewell Contract number 092222-CAT.**
- 2. Purchase request for one (1) new Caterpillar diesel generator for the Airport Tower in the total amount of \$115,045.00 from Ring Power using Sourcewell contract number 092222-CAT.**
- 3. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Change Order for an existing contract with Forefront Architecture & Engineering, LLC, for a total of \$26,510.00; and providing an effective date.**

ADOPTED RESOLUTION 12,180

- 4. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Change Order for an existing contract with Forefront Architecture & Engineering, LLC, for a total of \$20,375.00; and providing an effective date.**

ADOPTED RESOLUTION 12,181

C. RESOLUTIONS:

- 1. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute an Electric Service Agreement between the City of Leesburg and Core G James Landing, LLC., regarding electric service to a development known as James Landing; and providing an effective date.**

ADOPTED RESOLUTION 12,182

- 2. Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement to the City of Leesburg from Mobile Power Generators, LLC, for the purpose of granting the City an Easement over the property described therein; and providing an effective date.**

ADOPTED RESOLUTION 12,183

- 3. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute an agreement between the City of Leesburg and the Florida Department of Transportation (FDOT), regarding execution of the RISA (Roadway Illumination Services Agreement) for the capital costs associated with the purchase and installation of lighting; and providing an effective date.**

ADOPTED RESOLUTION 12,184

- 4. Aerostat, Inc., Lessor Consent to Sublease Agreements**
 - a. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Lessor Consent to Sublease Agreement, between the City of Leesburg and Aerostat, Inc., for a sublease agreement between Aerostat, Inc. and Javier Mouriz; and providing an effective date.**

ADOPTED RESOLUTION 12,185

Commissioner Reisman introduced the resolution to be read by title only. CC Purvis read the resolution by title only.

Commissioner Reisman made a motion to adopt the resolution and Commissioner Burry seconded the motion.

Mayor Pro Tem Pederson requested comments from the Commission and the audience.

CM Minner explained that the airport was dealing with an expiring umbrella lease agreement with

Aerostat. This is probably the last remaining agreement that the city has in place where the terms for the city are not very good. We have spent the last decade going through the airport leases trying to get them at a fair market price, and we have been very successful at that. Most of the leases at the airport are now at market value with land prices. It is now somewhere between sixteen and twenty cents per square foot per year. This lease is still down at one to two cents. **Commissioner Reisman** pointed out that the city only gets \$10 a year. **CM Minner** added that it is a stinker of a lease. It is set to automatically renew for two more five-year terms. One five-year term and then a second five-year term, which are automatic renewals barring Aerostat being in default. As much as we want to get rid of this lease, we really cannot unless Aerostat is in default. He believes their term ends in March of this year. So, we are almost to the end of this term, and as it happens, the Aerostat lease is in default. The Aerostat lease is in default because Aerostat subleases their facility to three different entities, which are the subleases being considered under 5.c.4a, b, and c. We have let Aerostat know that they are in default because they did not seek the city's approval for those subleases. The umbrella lease allows them to sublease, and the city commission cannot unreasonably deny a sublease. So, just because Aerostat has a great lease, and they are making money off their subleases, that is not a reason for the commission to say no sublease. There has to be a bona fide reason to reject a sublease. In this particular case, we think it is best to deal with the subleases. We, as staff, believe it is best to deal with the subleases before dealing with the main umbrella Aerostat lease, which will expire in about ninety days. Pursuant to pretty much everything, somebody has the right to cure before they can take any type of action. So he would consider the consideration of these subleases as a cure method. They are being asked to approve subleases and if the commission approves these subleases, they will cure the main Aerostat lease. However, the commission needs to consider the subleases before approving them. The sublease that is 5.C.4.a is a lease where there are no reasons to deny a sublease to that entity. Sublease 5.C.4.b and sublease 5.C.4.c are both entities who are trying to sublease from Aerostat, and they have leased directly from the city, and they have been in default. Therefore, the commission has a reason not to approve a sublease for items 5.C.4.b and 5.C.4.c and the reasons for denying the subleases would be that they defaulted with the city directly. Should the commission approve all the subleases, the Aerostat main lease would then be cured, and they would be eligible for renewal come March or April. Should the commission decide not to approve one or all of these subleases, they will still be in default. We would notify them that they are in default, and Aerostat would have an opportunity to cure their problem of subleasing to come into compliance, and presumably they may or may not do that. He would ask the commission to consider the sublease options. We did not give a definitive staff recommendation on this, which he would change now. The reason that staff did not provide a recommendation was because there was a lot of information going on. The airport advisory board did recommend approval 4-1, to approve all three subleases. He was not at the meeting, but he did speak with the airport manager about the meeting. There was a lot of discussion before they reached that 4-1 vote. However, his recommendation would be to approve sublease 5.C.4.a and to deny sublease 5.C.4.b and 5.C.4.c because those entities have defaulted with the city in the past. That is why the commission needs to read each resolution separately so they can vote on each item separately.

Commissioner Burry asked for further clarification because it was mentioned that Aerostat was up in ninety days. **CM Minner** explained that the term of their lease expires, but they go into the renewals of their lease and the lease is automatically renewed. **Commissioner Burry** asked if Aerostat was still a viable company that works at our airport. **CM Minner** said that Aerostat is a viable entity that rightly leases property from the city. **Mayor Pro Tem Pederson** asked if he knew who the principal was? **CM Minner** answered that the principal of the business was transferred to his wife, and she now manages Aerostat. **Commissioner Reisman** added that the building transferred assets to the wife, but he believed the company was bought out by another company. However, he was not 100% sure. **CM Minner** commented that there was still a bona fide lease. **Commissioner Reisman** remarked that the company that was operating there was sold, but the entity that owns the building is still bona fide. He is their hangar neighbor, and he has not seen any activity in that hangar. **Mayor Pro Tem Pederson** asked if there were any other comments from the commission. There were none. He asked for public comments.

Mary Cochran of 818 Palm Harbor Court said she was the proprietor of Aerostat, and it has not been sold. A portion of the company which was a separate entity has been sold, but Aerostat is still running as Aerostat. **Mayor Pro Tem Pederson** thanked her for that clarification. **CM Minner** commented that at the end of the day, they have a bona fide lease that is true and valid with Aerostat. They are in default right now because potentially they have three subleases that have not been approved by the city commission. The city commission is responsible for reviewing those subleases and that is what they are doing. They need to deal with the subleases first, and of the three subleases that they need to consider, two have been in default directly with the city, so he would recommend to the commission that they not approve subleases for people or entities who have been in default with the city. **Ms. Cochran** pointed out that she had no idea that those two were in default with the city. **CM Minner** remarked that he understood, and they needed to let the commission act and if they choose not to approve these subleases, he would be in touch with her. **Mayor Pro Tem Pederson** said for clarification they have been aggressive in every situation to get the airport lease rates up to market rates. It is not like one party is being singled out, it has been consistent across the board in an effort to get the airport properties leased at a fair market rate. **CM Minner** added that it is critical that this body understands that they should not make a decision based on a bad lease. They have to make a decision based on the legal principles around that lease. **CA Watson** agreed. He was going to echo the city manager's comments. They talked about this and his summary of everything was pretty spot on.

The roll call vote was:

Commissioner Burry	Yes
Commissioner Reisman	Yes
Commissioner Connell	Yes
Mayor Pro Tem Pederson	Yes

Four yeas, no nays, the Commission adopted the resolution.

- b. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Lessor Consent to Sublease Agreement, between the City of Leesburg and Aerostat, Inc., for a sublease agreement between Aerostat, Inc. and David Chris Curry; and providing an effective date.**

DENIED RESOLUTION 12,186

Commissioner Reisman introduced the resolution to be read by title only. CC Purvis read the resolution by title only.

Commissioner Reisman made a motion to adopt the resolution and Commissioner Burry seconded the motion.

Mayor Pro Tem Pederson requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Reisman	No
Commissioner Connell	No
Commissioner Burry	No
Mayor Pro Tem Pederson	No

No yeas, four nays, the Commission denied the resolution.

- c. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Lessor Consent to Sublease Agreement between the City of Leesburg and Aerostat, Inc., for a sublease agreement between Aerostat, Inc. and Bryce Bock; and providing an effective date.**

DENIED RESOLUTION 12,187

Commissioner Reisman introduced the resolution to be read by title only. CC Purvis read the resolution by title only.

Commissioner Reisman made a motion to adopt the resolution and Commissioner Burry seconded the motion.

Mayor Pro Tem Pederson requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Connell	No
Commissioner Burry	No
Commissioner Reisman	No
Mayor Pro Tem Pederson	No

No yeas, four nays, the Commission denied the resolution.

5. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Lessor Consent to Sublease Agreement between the City of Leesburg and TEEM Properties, LLC, for a sublease agreement between TEEM Properties, LLC and Plane Envy Aviation, LLC; and providing an effective date.**

ADOPTED RESOLUTION 12,188

6. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Parking Area Improvement and use Agreement between the City of Leesburg and LifeStream Behavioral Center, Inc.; and providing an effective date.**

ADOPTED RESOLUTION 12,189

6. **PUBLIC HEARINGS AND NON-ROUTINE ITEMS:**
During Public Hearings and Non-Routine Items, the Commission requests that those in attendance respect the process and maintain order. As such, in accordance with Robert's Rules of Order, please refrain from speaking out, cheering, or applauding during these proceedings.

A. SECOND READING OF ORDINANCES:

1. None

B. FIRST READING OF ORDINANCES:

1. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 2.98 +/- acres from City of Leesburg SPUD (Small Planned Unit Development) to SPUD (Small Planned Unit Development) to allow for light industrial uses for a property generally located north of Casteen Road and west of South Street, lying in Section 28, Township 19 South, Range 24 East, Lake County, Florida; and providing an effective date. (Petralanda SPUD)**

Commissioner Reisman introduced the ordinance to be read by title only. CC Purvis read the ordinance by title only.

Mayor Protem Pederson asked the city attorney to perform the swearing-in. **CA Watson** asked anyone wishing to speak on item 6.B.1, the Petralanda SPUD rezoning, to stand and raise their right hand. He swore them in. **Mayor Pro Tem Pederson** requested comments from the Commission and the audience.

PZD Miller stated this project was called Petralanda. It consists of rezoning only. It is on a site of 2.98 plus or minus undeveloped acres, mostly undeveloped acres. It is generally located on the north side of Casteen Road just west of South Street. Referring to an aerial, he pointed out the Citadel of Hope property, which was just north of this. The request is to change the zoning from small planned unit development to small planned unit development with revised conditions. The request is for a future development consisting of a warehouse and storage. There were no department comments offered. The Lake County Public Works wanted them to get a commercial driveway permit, which is standard comments, along with some additional rights of way. There were no public responses. Under the terms of the SPUD agreement, the uses they are proposing are office, warehouse, distribution, light logistics, light manufacturing, contractor and trades, indoor storage, and technology services like computers. They put enough uses there so they do not have to come back if they build and sell at a later date. They added the design standards for the screening of mechanical equipment and, of course, the usual dark sky lighting, and thirty-five percent open space. There is a two-floor maximum. If there are any roadway improvements required, the developer will have to make those and that will come from Lake County. The entire site will be on city water and wastewater. They also included the four-year phasing requirement. **Mayor Pro Tem Pederson** asked if there were any commission comments.

Commissioner Burry wanted to verify what the last PUD was. **PZD Miller** said he believed it was residential.

Brett Jones of 700 Almond Street thanked staff for their help. He did not have anything to add beyond what the planning and zoning director had already said. He was happy to answer any questions. **Mayor Pro Tem Pederson** stated this item would lay over until the February 23rd meeting.

C. NON-ROUTINE ITEMS:

1. None

D. U.S. HIGHWAY 441/27 COMMUNITY REDEVELOPMENT AGENCY:

1. **Resolution of the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg, Florida authorizing the Chairperson and Secretary to execute a resolution approving Fiscal Year 2026 Façade Sign, and Landscape Grant Awards; and providing an effective date. (FSL Grants 441 / 27 2026).**

ADOPTED RESOLUTION 54

Commissioner Reisman introduced the resolution to be read by title only. CC Purvis read the resolution by title only.

Commissioner Reisman made a motion to adopt the resolution and Commissioner Burry seconded the motion.

Mayor Pro Tem Pederson requested comments from the Commission and the audience.

Commissioner Reisman thanked staff because he knew this was part of a big push. He also appreciated Dianne Yekel for all her hard work on this. **Mayor Pro Tem Pederson** asked if there were any other comments from the commission or the public. There were none.

The roll call vote was:

Commissioner Burry	Yes
Commissioner Reisman	Yes
Commissioner Connell	Yes
Mayor Pro Tem Pederson	Yes

Four yeas, no nays, the Commission adopted the resolution.

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 informed the commission that on Wednesday morning he has the motion to dismiss the hearing in the Shuffleboard case. They will see how that goes, and he would let everyone know how that shakes out. The most likely outcome would be that they get an opportunity to file an amended complaint, which they would have twenty days to do, or they are asked to file an answer in response to their petition. That is most likely what will happen after that hearing, and again he would let everyone know how that

plays out after it is over. **Mayor Pro Tem Pederson** wanted to verify the date of the hearing. **CA Watson** replied that it would be this Wednesday the 28th in the morning.

9. CITY MANAGER ITEMS:

CM Minner had no items to address.

10. ROLL CALL:

Commissioner Reisman commented that since there would not be another commission meeting beforehand, he wanted to let everyone know that on February 7th at the airport, they are hosting their third annual Food Truck Fly-in. There will be a bunch of food trucks and aircraft out there. He thanked the airport manager for all her hard work on that. Then, over the weekend, they held their first community garden event. There were a lot of volunteers, so that has really taken off. Also, the business planter program is also well underway. He wanted to thank everyone for all the support.

Commissioner Connell had no comment.

Commissioner Burry had nothing to comment on.

Mayor Pro Tem Pederson had no comment.

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 Reisman and a second by Commissioner Burry, the meeting adjourned at 6:02 p.m.

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.B.1.

Meeting Date: February 9, 2026

From: Cliff Kelsey, (Public Works Director)

Subject: Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute an amendment to the existing contract with Professional Waterfront Cleanup and Removal, LLC; and providing an effective date.

Staff Recommendation:

Staff recommends approval of the amendment for Aquatic Vegetation Management Services from Professional Waterfront Cleanup and Removal, LLC to enter an agreement extending the terms of the original agreement for an additional three (3) years.

Analysis:

This amendment is necessary to ensure the uninterrupted management of aquatic vegetation at various waterfront locations throughout the City. Authorization is requested for the renewal of the service contract with Professional Waterfront Cleanup and Removal, LLC, for the cleaning, restoration, and maintenance of waterfront areas for the upcoming fiscal year. The renewed contract will remain in effect through February 28, 2029, thereby providing continuity of services essential to preserving the environmental quality, safety, and usability of the City's waterfront assets.

Procurement Analysis:

On February 28, 2023, the City of Leesburg entered into a three-year agreement with Professional Waterfront Cleanup and Removal, LLC, to provide services for the cleaning, restoration, and maintenance of waterfront areas. The City and Professional Waterfront Cleanup and Removal, LLC now wish to execute Amendment No. 1 to the original agreement to modify the terms as set forth therein. The original agreement expires on February 28, 2026. Amendment No. 1 will extend the term of the contract through February 28, 2029.

Options:

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

Fiscal Impact:

Incurred expenses will be taken out of the various department's current operating budgets.

RESOLUTION NO. _____

RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AMENDMENT TO THE EXISTING CONTRACT WITH PROFESSIONAL WATERFRONT CLEANUP AND REMOVAL, LLC; 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 Professional Waterfront Cleanup and Removal, LLC, whose address is 300 Water Shore Drive, Leesburg, FL 34748, for services related to the cleaning, restoration, and maintenance of waterfront areas.

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 9th day of February 2026.

Mayor

ATTEST:

City Clerk

**FIRST AMENDMENT -
TO A CONTINUING SERVICES AGREEMENT**

THIS AGREEMENT is made as of the ___ day of _____ 2026, between **THE CITY OF LEESBURG, FLORIDA** a Florida Municipal Corporation, whose address is 501 West Meadow Street, Post Office Box 490630, Leesburg, Florida 34749 0630 (hereinafter referred to as the "CITY"), and **PROFESSIONAL WATERFRONT CLEANUP AND REMOVAL, LLC.** whose address is 300 Water Shore Drive, Leesburg, Florida 34748 (hereinafter referred to as the "PROFESSIONAL").

WITNESSETH:

WHEREAS, on February 15, 2023, the CITY and PROFESSIONAL entered into a Continuing Services Agreement for professional engineering services for utilities projects (hereinafter referred to as the "Master Agreement") pursuant to Florida Statute 287.055. The Master Agreement is referenced herein as though set forth in full text.

WHEREAS, the CITY and the PROFESSIONAL desire to enter into an Amendment extending the term of the original Master Agreement.


NOW, THEREFORE, in consideration of the mutual benefits accruing to the parties to this Agreement and from other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Recitals.** The above recitals are true and correct and are incorporated by reference herein and made a part hereof.
2. **Amendment.** The parties agree to extend the term of the agreement through February 28, 2029.
3. **Modification.** Except as specifically modified by this Amendment, all terms and conditions of the prior agreement shall continue in full force and effect as originally executed. Nothing herein shall be deemed or construed to amend or modify any other contract or undertaking between the City and Contractor other than as defined above.
4. **Counterparts.** Original signatures transmitted and received via facsimile or other electronic transmission of a scanned document, (e.g., PDF or similar format) are true and valid signatures for all purposes hereunder and shall bind the parties to the same extent as that of an original signature. Any such facsimile or electronic mail transmission shall constitute the final agreement of the parties and conclusive proof of such agreement. Any such electronic counterpart shall be of sufficient quality to be legible either electronically or when printed as hardcopy. The CITY shall determine legibility and acceptability for public record purposes. This Contract may be executed in one or more counterparts, each of which shall for all purposes be deemed to be an original and all of which shall constitute the same instrument.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to the Agreement on the date stated in the preamble to this Agreement.

PROFESSIONAL WATERFRONT CLEANUP AND REMOVAL, LLC.

By:  _____
Clay Bell (Jan 14, 2026 09:25:55 EST)

Its: President

(Title)

CITY OF LEESBURG, FLORIDA

Allyson E. Berry, Mayor

ATTEST:

J. Andi Purvis, City Clerk

APPROVED AS TO FORM:

William Watson, Attorney






Print X600000100001.TIF (1 page)

Final Audit Report

2026-01-14

Created:	2026-01-14
By:	Maria Hritz (maria.hritz@leesburgflorida.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAACqR5mcJETRHFJIDo4P7c34IG7ySyio0R

"Print X600000100001.TIF (1 page)" History

-  Document created by Maria Hritz (maria.hritz@leesburgflorida.gov)
2026-01-14 - 2:22:37 PM GMT
-  Document emailed to Clay Bell (clay@waterfrontcleanup.com) for signature
2026-01-14 - 2:22:41 PM GMT
-  Email viewed by Clay Bell (clay@waterfrontcleanup.com)
2026-01-14 - 2:24:29 PM GMT
-  Document e-signed by Clay Bell (clay@waterfrontcleanup.com)
Signature Date: 2026-01-14 - 2:25:55 PM GMT - Time Source: server
-  Agreement completed.
2026-01-14 - 2:25:55 PM GMT

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 5.C.1.

Meeting Date: February 9, 2026

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 Tralonie Montoute 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 Tralonie Montoute, on the property described therein.

Analysis:

Tralonie Montoute 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 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 TRALONIE MONTOUTE 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 Tralonie Montoute, 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.

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 9th day of February 2026.

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 12th day of January 2026 is hereby granted by **TRALONIE MONTOUTE**, whose mailing address is 816 Georgia Avenue, Leesburg, FL 34748 ("**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, do 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 (d) 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, 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:

GRANTOR:

[Signature]
Signature
RYAN GERDON
Printed Name

[Signature]
TRALONIE MONTOUTE

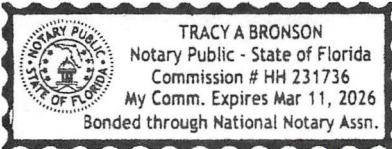
932 EAST MAIN STREET
Address LEE'SBURG, FL 34748

[Signature]
Signature
Chad Conklin
Printed Name

628 W Canal St
Address Leesburg, FL 34748

STATE OF FLORIDA
COUNTY OF Lake

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this 12 day of January, 2026, by TRALONIE MONTOUTE who is personally known to me or who produced the following identification: _____



[Signature]
Notary Public Signature
Tracy Bronson
Notary Public Name

My Commission Number: HH 231736
My Expiration Date: 3/11/26

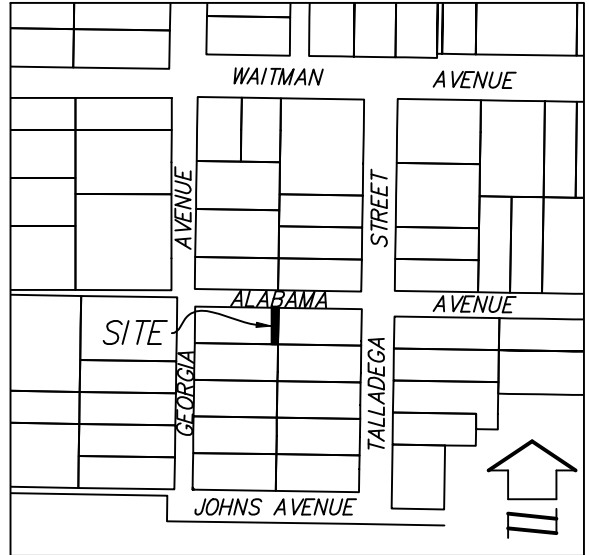
(seal)

LEGAL DESCRIPTION:

A PORTION OF LAND IN LIBERIA T.W. WAITMAN'S SUBDIVISION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 9, PAGE 13, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, AND LYING IN SECTION 22, TOWNSHIP 19 SOUTH, RANGE 24 EAST, CITY OF LEESBURG, LAKE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE EAST 10.00 FEET OF LOT 12 TOGETHER WITH THE EAST 10.00 FEET OF THE NORTH 7.20 FEET OF LOT 11 OF LIBERIA T.W. WAITMAN'S SUBDIVISION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 9, PAGE 13, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

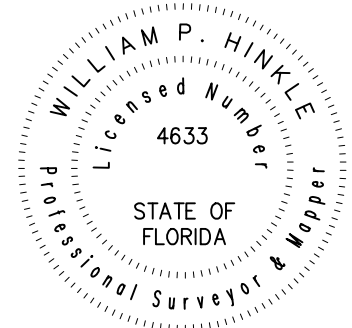
CONTAINING: 572.00 SQUARE FEET, MORE OR LESS.



VICINITY MAP
(NOT TO SCALE)

SURVEY NOTES:

1. BEARINGS SHOWN HEREON ARE BASED ON THE NORTH LINE OF LOT 12 BLOCK D, AS BEING S89°28'09"E ARE ASSUMED.
2. LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR RIGHTS-OF-WAY, EASEMENTS, OWNERSHIP, ADJOINERS OR OTHER INSTRUMENTS OF RECORD.
3. THIS SKETCH MEETS THE APPLICABLE "STANDARDS OF PRACTICE" AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN RULE 5J17.050-.052, FLORIDA ADMINISTRATIVE CODE.
4. SITE ADDRESS: 816 GEORGIA AVE, LEESBURG FL, 34748
5. THIS IS NOT A BOUNDARY SURVEY.
6. THE ELECTRONIC SIGNATURE HEREON IS IN COMPLIANCE WITH FLORIDA ADMINISTRATIVE CODE (FAC) 5J-17.062(3)
7. THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY WILLIAM P. HINKLE, PSM 4633, ON 10/28/2025 PER FAC 5J-17.062(2).



WILLIAM P. HINKLE
FLORIDA LICENSED SURVEYOR & MAPPER
NO. LS 4633

DATE

SHEET 1 OF 2

(SEE SHEET 2 FOR SKETCH OF DESCRIPTION)

SKETCH OF DESCRIPTION ONLY. THIS IS NOT A SURVEY.

SKETCH OF DESCRIPTION

-OF-

**DRAINAGE
EASEMENT**

SECTION 22, TOWNSHIP 19 SOUTH,
RANGE 24 EAST

LAKE COUNTY

FLORIDA



800 NORTH MAGNOLIA AVENUE, SUITE 1000
ORLANDO, FLORIDA 32803
PHONE: 321.354.9817
WWW.DEWBERRY.COM
CERTIFICATE OF AUTHORIZATION No. LB 8011

PREPARED FOR:

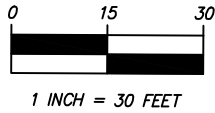
CITY OF LEESBURG

DATE: 10/28/25
REV DATE:
SCALE 1" = N/A

PROJ: 50188340
DRAWN BY: GLM
CHECKED BY: WPH

Drawing name: C:\Users\gmitchell\appdata\local\temp\Acpublish_34648\50188340\FL_Water_Carver_Heights_sketch_816_GEORGIA_AVE_LEESBURG_FL_34748.dwg SHEET 1 Dec 04, 2025 11:35pm by: gmitchell

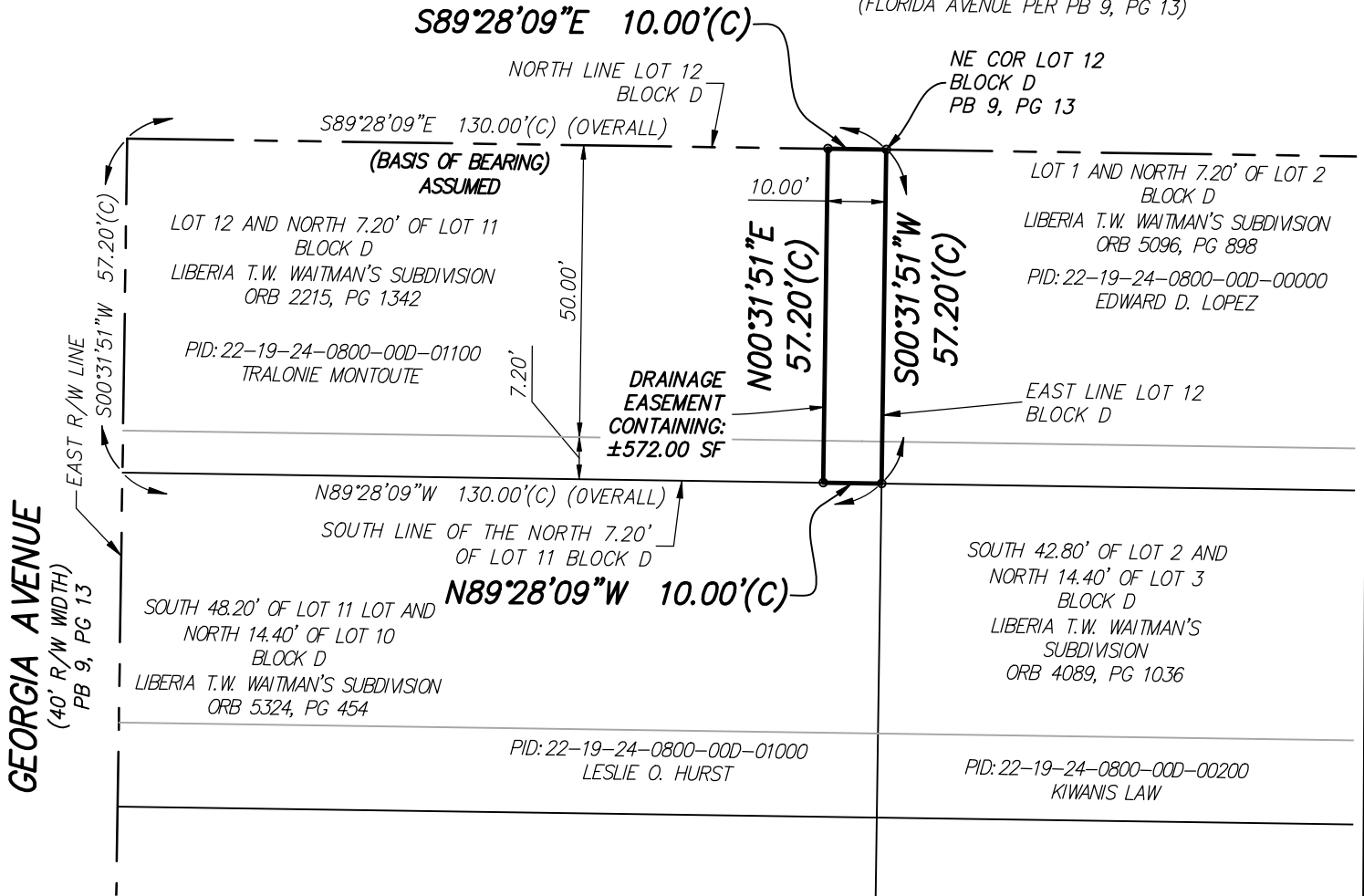
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LEGEND:

- R/W RIGHT OF WAY
- PB PLAT BOOK
- PG PAGE
- SF SQUARE FEET
- ORB OFFICIAL RECORD BOOK
- POB POINT OF BEGINNING
- PID PARCEL IDENTIFICATION NUMBER
- COR CORNER
- NE NORTHEAST
- (C) CALCULATED
- (P) PLATTED
- CHANGE IN DIRECTION NOTHING SET OR FOUND

CITY OF LEESBURG LIFTSTATION WITHIN PUBLIC R/W
(ALABAMA AVENUE FIELD CLOSED TO TRAFFIC)
(FLORIDA AVENUE PER PB 9, PG 13)



SHEET 2 OF 2

(SEE SHEET 1 FOR DESCRIPTION OF SKETCH)

SKETCH OF DESCRIPTION ONLY. THIS IS NOT A SURVEY.

SKETCH OF DESCRIPTION

—OF—

DRAINAGE EASEMENT

SECTION 22, TOWNSHIP 19 SOUTH,
RANGE 24 EAST

LAKE COUNTY

FLORIDA



Dewberry

800 NORTH MAGNOLIA AVENUE, SUITE 1000
ORLANDO, FLORIDA 32803
PHONE: 321.354.9817
WWW.DEWBERRY.COM
CERTIFICATE OF AUTHORIZATION No. LB 8011

PREPARED FOR:

CITY OF LEESBURG

DATE: 10/28/25

REV DATE:

SCALE 1" = 30'

PROJ: 50188340

DRAWN BY: DB

CHECKED BY: WPH

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.B.1.

Meeting Date: February 9, 2026

From: Dan Miller, (Planning and Zoning Director), Dianne Yekel, (Senior Planner)

Subject: An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 25.07 +/- acres; and being generally located south of CR 48, east of Number Two Road, and west of Trimpi Road, lying in Section 20, 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. (Lake Margaretta Phase 2 ANNX).

Staff Recommendation:

The Planning and Zoning staff recommend approval of the proposed ordinance for annexation of 25.07 +/- acres.

Analysis:

The applicant has submitted a request for annexation of approximately 25.07 +/- acres, generally located south of CR 48, east of Number Two Road, and west of Trimpi Road, as shown on the attached Extended Aerial Map. At this time, the property is vacant. The current zoning is Lake County R-1 (Rural Residential); 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 75 single-family homes.

The property is surrounded by Lake County R-1 (Rural Residential) and City PUD (Planned Unit Development). Under the conditions of the PUD (Planned Unit Development) zoning case, which is also on this agenda, the proposed request is consistent with the surrounding properties.

Also, on this City Commission agenda, is a Small-Scale Comprehensive Plan Amendment, which along with the Planned Unit Development Application, had recommendations for approval from the Planning Commission at the public hearing held on December 18, 2025.

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 25.07 +/- ACRES; AND BEING GENERALLY LOCATED SOUTH OF CR 48, EAST OF NUMBER TWO ROAD, AND WEST OF TRIMPI ROAD, LYING IN SECTION 20, 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. (LAKE MARGARETTA PHASE 2 ANNEX).

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

Section 1.

Based upon the petition of Robert Zlatkiss (American Land Mount Dora, LLC), on behalf of Lynn W. Crenshaw, Susan W & Robert Louis Davis, Michael D. Slater, Rick E. & Tina M. Check, "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 _____ 2026.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

City Clerk

Lake Margaretta Phase 2

LEGAL DESCRIPTION

Parcel 1

N 1/2 OF SW 1/4 OF NE 1/4 OF NW 1/4 ORB 1004 PG 2000, ORB 1004 PG 2011 ORB 1352
PG 802

Parcel 2

S 1/2 OF SW 1/4 OF NE 1/4 OF NW 1/4 ORB 1004 PG 2002 ORB 1004 PG 2012

Parcel 3

E 1/2 OF NE 1/4 OF NW 1/4 OF NW 1/4--LESS S 208.71 FT OF E 208.71 FT-- ORB 1373 PG
71

Parcel 4

S 208.71 FT OF E 208.71 FT OF NE 1/4 OF NW 1/4 OF NW 1/4 ORB 1373 PG 71

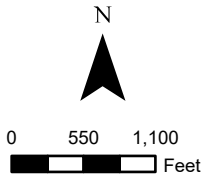
Parcel 5

NW 1/4 OF NE 1/4 OF NW 1/4 OF SEC 20-20-25 ORB 5163 PG 909

Extended Aerial

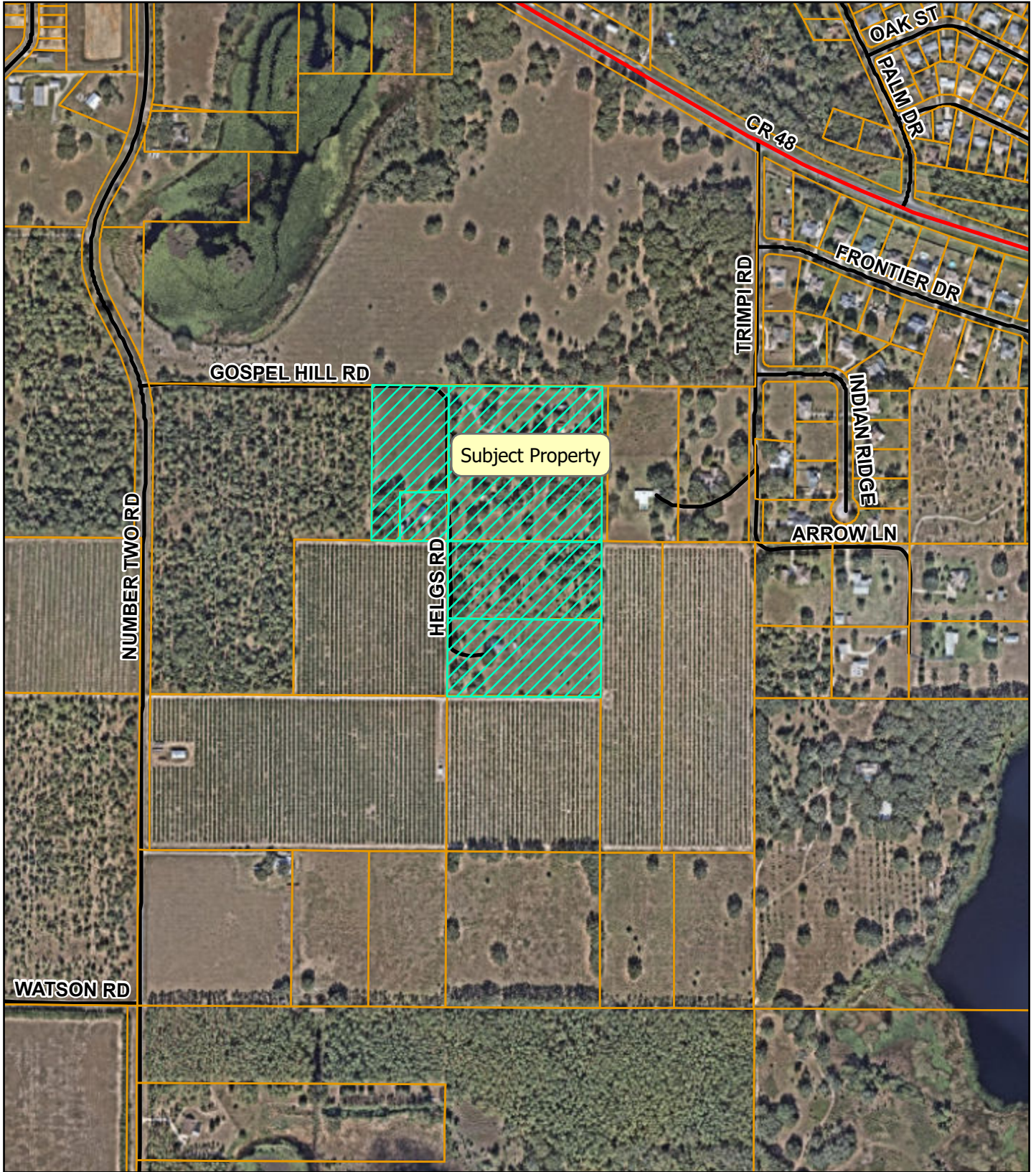


**Planning
& Zoning
Department**

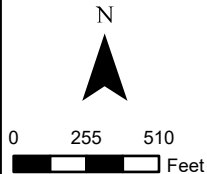


Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#s - 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

Aerial

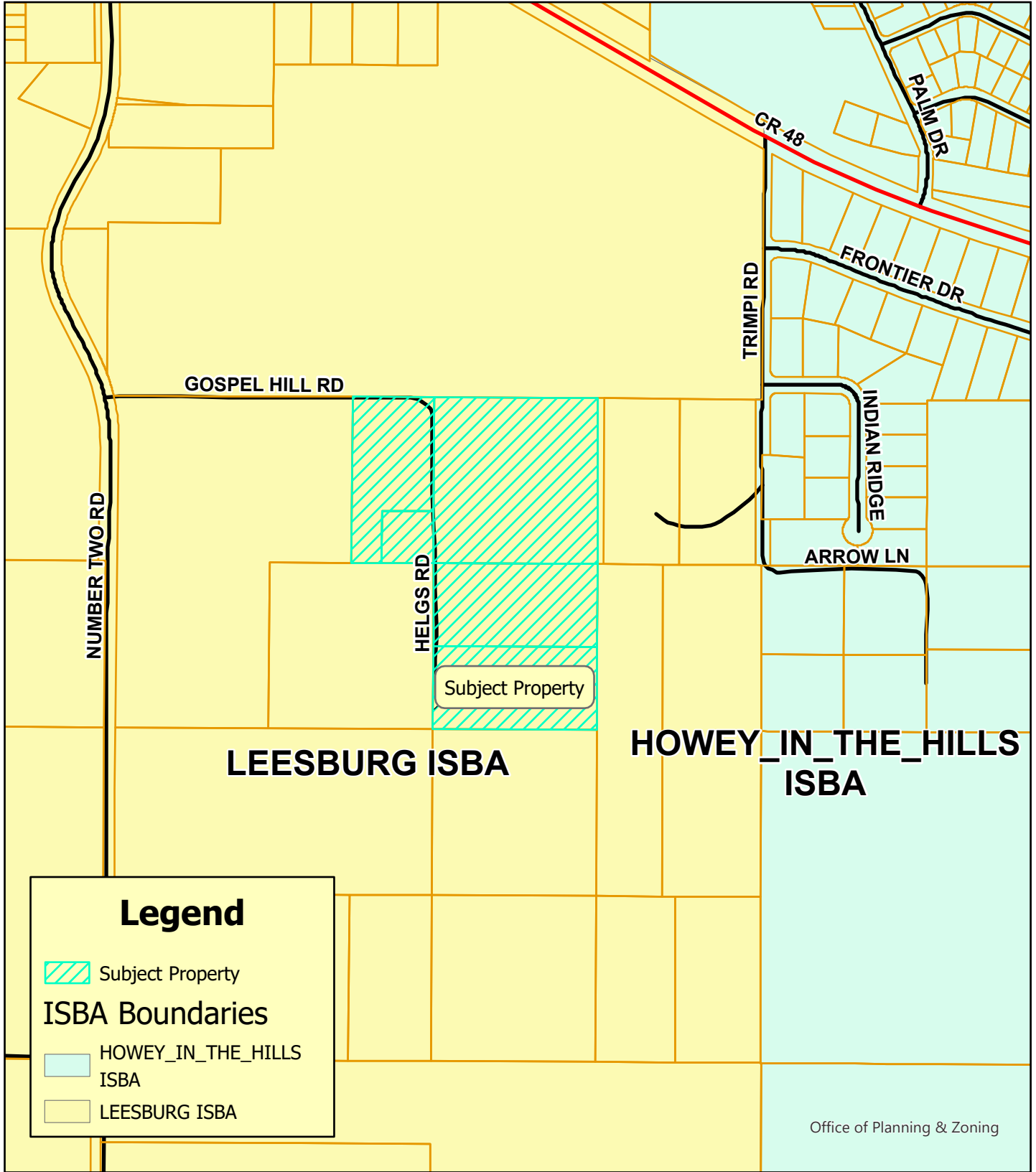


**Planning
& Zoning
Department**



Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#s 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

ISBA Boundaries



Legend

- Subject Property

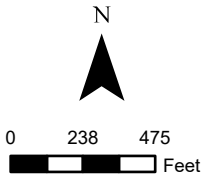
ISBA Boundaries

- HOWEY_IN_THE_HILLS ISBA
- LEESBURG ISBA

Office of Planning & Zoning

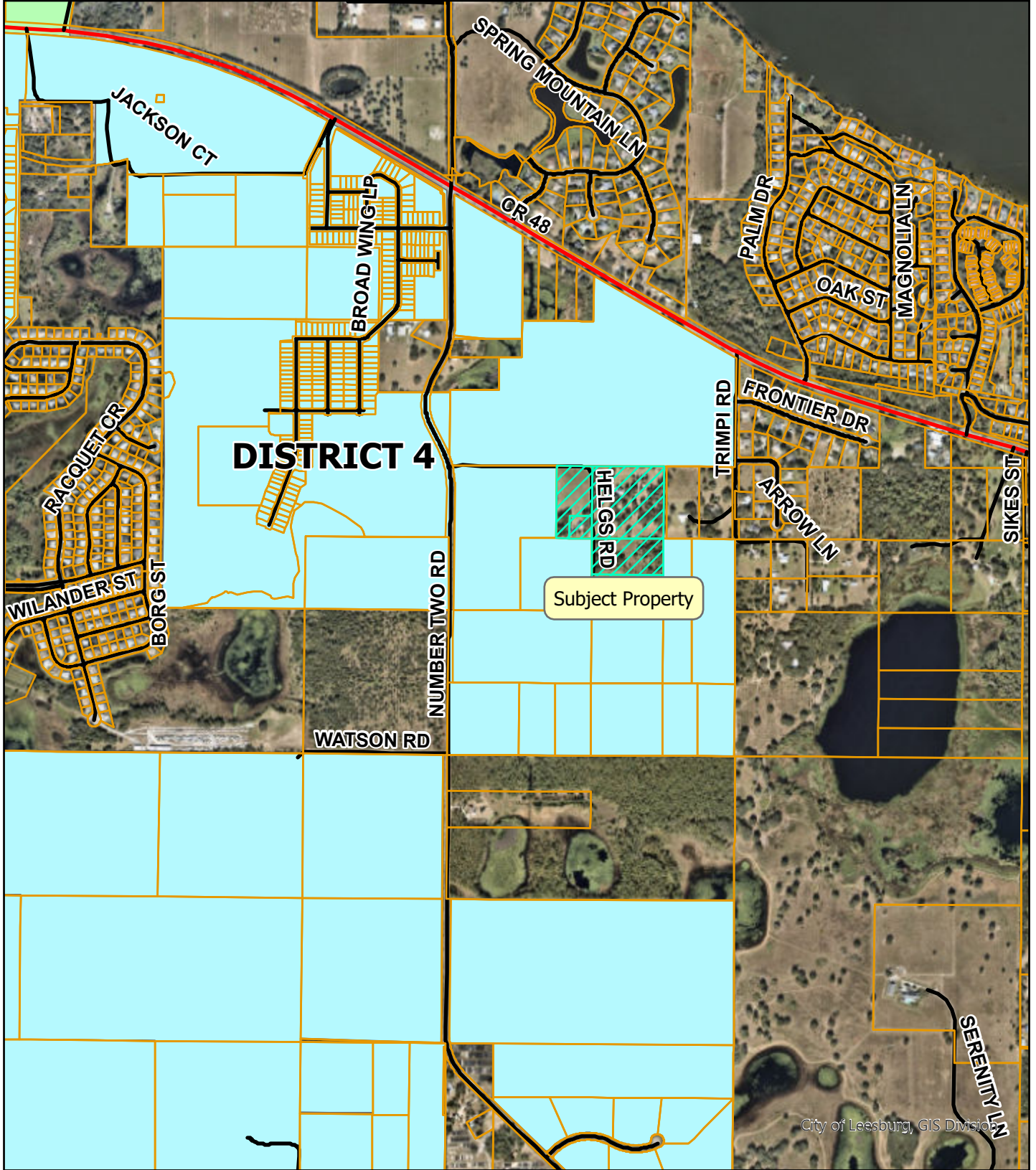


Planning & Zoning Department



Lake Margaretta Phase 2
 SSCP-25-748, PUD-25-749
 AK#S 1780306, 3010400, 2697962, 1780365, 3870237
 Section 20, Township 20, Range 25 East
 Date: 11/3/2025

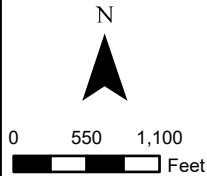
Commission District



City of Leesburg, GIS Division

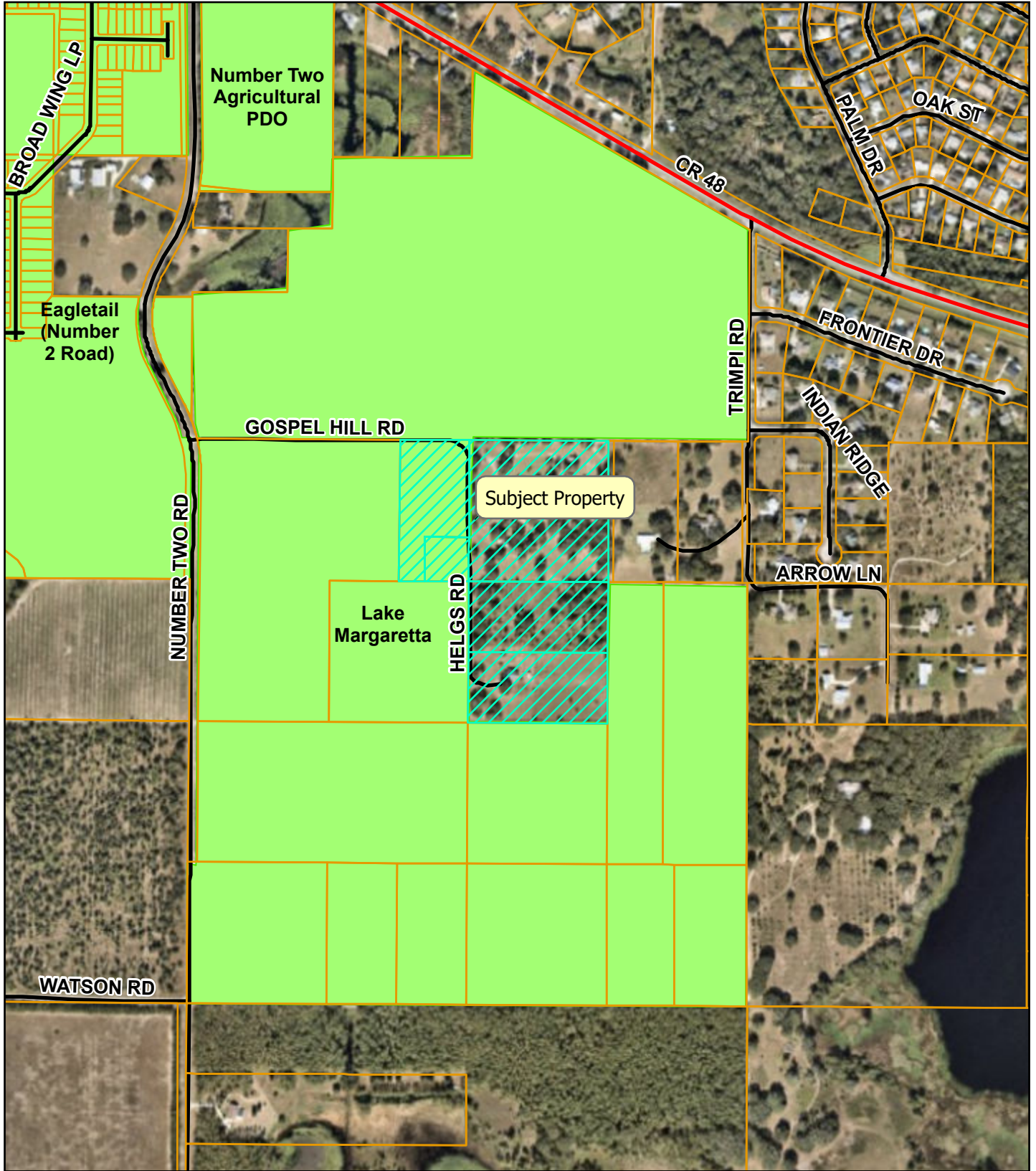


Planning & Zoning Department

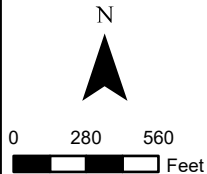


Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#s 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 12/17/2025

Developments



Planning & Zoning Department



Lake Margareta Phase 2
SSCP-25-748, PUD-25-749
AK#s 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 12/17/2025

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.B.2.

Meeting Date: February 9, 2026

From: Dan Miller, (Planning and Zoning Director), Dianne Yekel, (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 real property consisting of approximately 25.07 +/- acres; and being generally located south of CR 48, east of Number Two Road, and west of Trimpi Road, lying in Section 20, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Lake Margaretta Phase 2 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 25.07 +/- acres from Lake County Rural Transition to City of Leesburg Estate Residential.

Analysis:

The project site is approximately 25.07 acres. The property is generally located south of CR 48, east of Number Two Road, and west of Trimpi Road. The property is vacant. The proposed use is 75 single-family homes. The surrounding Future Land Use Map designations of Lake County Rural Transition and City of Leesburg Estate Residential 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 18, 2025, and recommended approval.

Procurement Analysis:

N/A

Options:

1. Approve the requested small-scale comprehensive plan amendment from Lake County Rural Transition to City of Leesburg Estate Residential; or
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 REAL PROPERTY CONSISTING OF APPROXIMATELY 25.07 +/- ACRES; AND BEING GENERALLY LOCATED SOUTH OF CR 48, EAST OF NUMBER TWO ROAD, AND WEST OF TRIMPI ROAD, LYING IN SECTION 20, TOWNSHIP 20 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (LAKE MARGARETTA PHASE 2 SSCP)

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 25.07 +/- acres of land generally located south of CR 48, east of Number Two Road, and west of Trimpi Road from Lake County Rural Transition to City of Leesburg Estate Residential, as shown on the revised map of said area, lying in Section 20, 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 _____ 2026.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

City Clerk

Lake Margaretta Phase 2

LEGAL DESCRIPTION

Parcel 1

N 1/2 OF SW 1/4 OF NE 1/4 OF NW 1/4 ORB 1004 PG 2000, ORB 1004 PG 2011 ORB 1352
PG 802

Parcel 2

S 1/2 OF SW 1/4 OF NE 1/4 OF NW 1/4 ORB 1004 PG 2002 ORB 1004 PG 2012

Parcel 3

E 1/2 OF NE 1/4 OF NW 1/4 OF NW 1/4--LESS S 208.71 FT OF E 208.71 FT-- ORB 1373 PG
71

Parcel 4

S 208.71 FT OF E 208.71 FT OF NE 1/4 OF NW 1/4 OF NW 1/4 ORB 1373 PG 71

Parcel 5

NW 1/4 OF NE 1/4 OF NW 1/4 OF SEC 20-20-25 ORB 5163 PG 909

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

DATE: December 18, 2025
OWNERS: Lynn W. Crenshaw, Susan W & Robert Louis Davis, Michael D. Slater, Rick E. & Tina M. Cheek
PETITIONER: Robert Zlatkiss (American Land Mount Dora, LLC)
PROJECT: Lake Margaretta Phase 2
REQUEST: A Request to Amend the Comprehensive Plan from Lake County Rural Transition to City of Leesburg Estate Residential and Rezone from Lake County R-1 (Rural Residential) to the City of Leesburg PUD (Planned Unit Development).
CASE NO.: *ANNX-25-747*, SSCP-25-748, PUD-25-749

GENERAL LOCATION: South of CR 48, east of Number Two Road, and west of Trimpi Road.

FUTURE LAND USE DESIGNATION: Lake County Rural Transition

SURROUNDING FUTURE LAND USE DESIGNATION:

North – City of Leesburg Estate Residential
South – City of Leesburg Estate Residential
East – Lake County Rural Transition, City of Leesburg Estate Residential
West – City of Leesburg Estate Residential

PROPOSED FUTURE LAND USE DESIGNATION: City Estate Residential

EXISTING ZONING DESIGNATION: Lake County R-1 (Rural Residential)

SURROUNDING ZONING DESIGNATIONS:

North – City of Leesburg PUD (Planned Unit Development)
South – City of Leesburg PUD (Planned Unit Development)
East – Lake County R-1 (Rural Residential); City of Leesburg PUD (Planned Unit Development)
West – City of Leesburg PUD (Planned Unit Development)

PROPOSED ZONING DESIGNATION: City of Leesburg PUD (Planned Unit Development)

EXISTING LAND USE: Vacant Residential

SURROUNDING EXISTING LAND USE:

North – Pasture Improved Hay
South – Orange Grove
East – Single Family, Orange Grove
West – Timber, Orange Grove

PROPOSED LAND USE: Residential Subdivision.

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

DATE: December 18, 2025
OWNERS: Lynn W. Crenshaw, Susan W & Robert Louis Davis, Michael D. Slater, Rick E. & Tina M. Cheek
PETITIONER: Robert Zlatkiss (American Land Mount Dora, LLC)
PROJECT: Lake Margaretta Phase 2
REQUEST: A Request to Amend the Comprehensive Plan from Lake County Rural Transition to City of Leesburg Estate Residential and Rezone from Lake County R-1 (Rural Residential) to the City of Leesburg PUD (Planned Unit Development).
CASE NO.: ANNX-25-747, SSCP-25-748, PUD-25-749

THE FOLLOWING COMMENTS RECEIVED FROM EACH DEPARTMENT:

POLICE

No comments as of 12/12/2025

FIRE

In reference to Case Number SSCP-25-748, PUD-25-749

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 SSCP-25-748, PUD-25-749 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

Amanda Stevenson 12/11/2025

ELECTRIC

“This is outside of Leesburg Electric Service territory. No objections.” – Steve Davis 11/18/2025

GAS

“No comment.” – Brandon Smith 12/12/2025

GIS

“No comment.” – Nick Tota 11/18/2025

BUILDING

No comments as of 12/12/2025

PUBLIC WORKS

“Public Works has no issues with the rezoning however, if the developer intends to connect to City sewer I would advise them to reach out to Public Works to coordinate modeling of the system to ensure we have capacity for their project in our Forcemain along CR 48!” – Cliff Kelsey 11/19/2025

ADDRESSING

No comments as of 12/12/2025

ECONOMIC DEVELOPMENT

No comments as of 12/12/2025

LAKE COUNTY PUBLIC WORKS

“No comment.” – Seth Lynch, 11/18/2025

LAKE COUNTY SCHOOLS

I have received the Adequate Public Facilities (APF) request via your dropbox information. The applicant had not submitted an application request directly to the school district. I will contact the applicant directly for review fee payment.

Once the APF determination is issued I will forward a copy of the letter for your file.

The APF is not a school concurrency determination. School concurrency review will be required prior to site development.

Hellen LaValley 11/24/2025

PUBLIC RESPONSES

Approval

No comments as of 12/12/2025

Disapproval

No comments as of 12/12/2025

Notice of Appearance filed:

No comments as of 12/12/2025

PUBLIC COMMENTS (APPROVAL)

No comments as of 12/12/2025

PUBLIC COMMENTS (DISAPPROVAL)

No comments as of 12/12/2025

PUBLIC COMMENTS (UNDECIDED)

No comments as of 12/12/2025



CITY OF LEESBURG PLANNING & ZONING DEPARTMENT RECOMMENDATIONS

DATE: December 18, 2025
OWNERS: Lynn W. Crenshaw, Susan W & Robert Louis Davis, Michael D. Slater, Rick E. & Tina M. Cheek
PETITIONER: Robert Zlatkiss (American Land Mount Dora, LLC)
PROJECT: Lake Margaretta Phase 2
REQUEST: A Request to Amend the Comprehensive Plan from Lake County Rural Transition to City of Leesburg Estate Residential
CASE NO.: SSCP-25-748

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 Lake County Rural Transition and City of Leesburg Estate Residential.
3. The proposed request is compatible with the proposed zoning of City of Leesburg PUD (Planned Unit Development), as conditioned.
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 and 1.8.

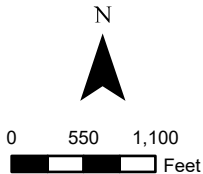
Action Requested:

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

Extended Aerial

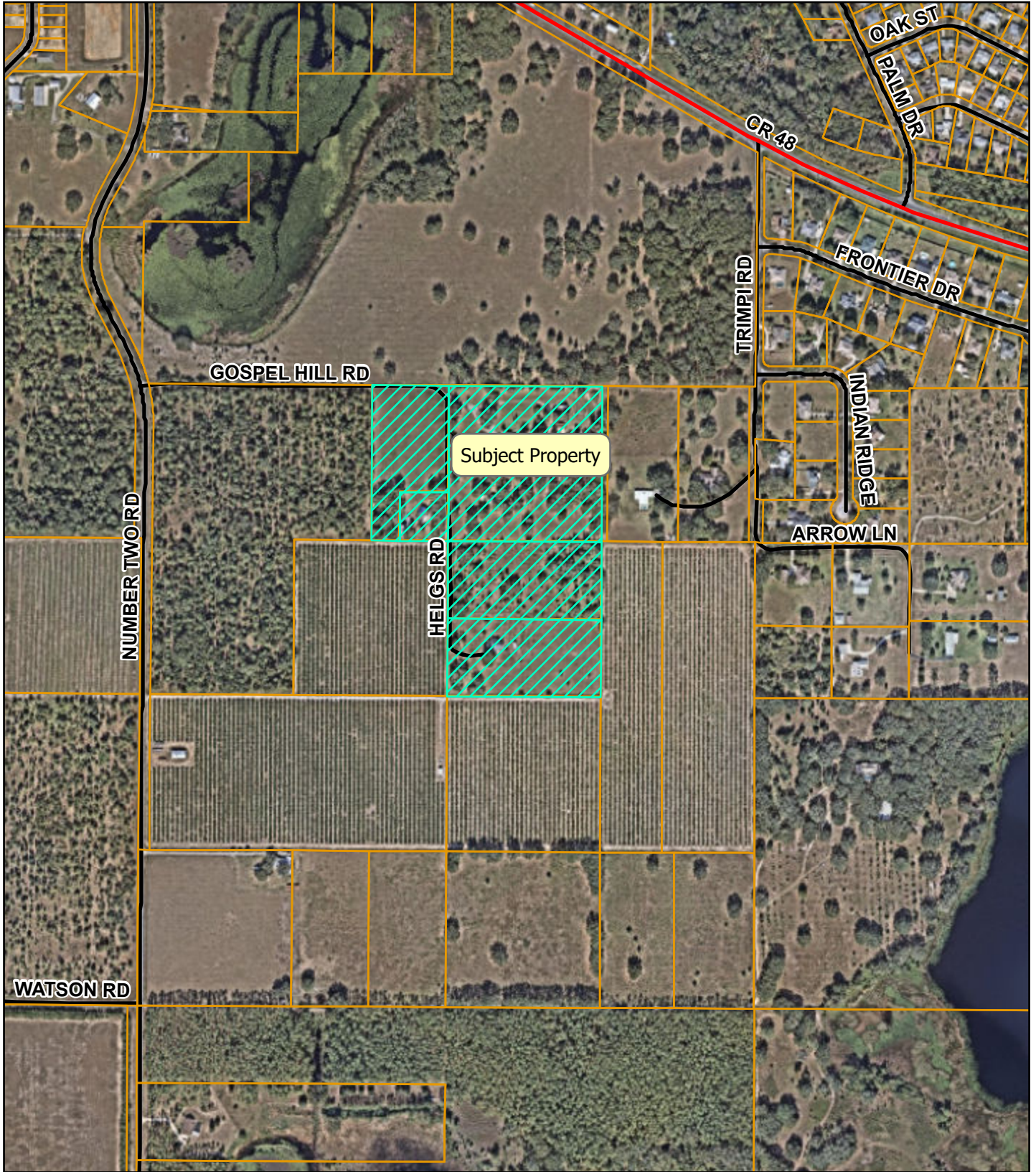


**Planning
& Zoning
Department**

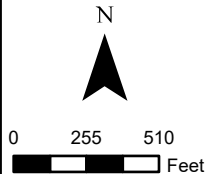


Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#s - 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

Aerial

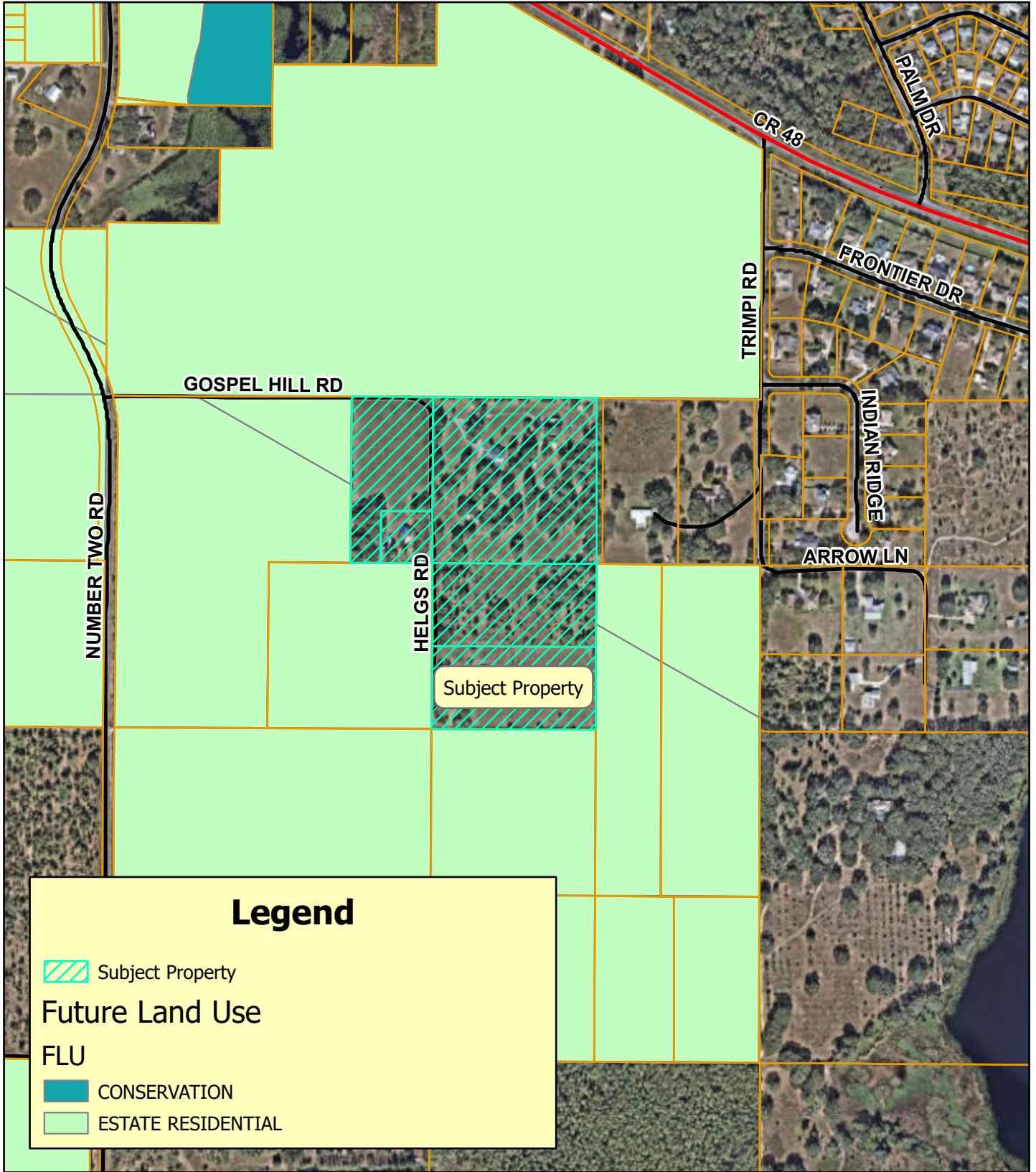


**Planning
& Zoning
Department**

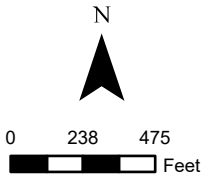


Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#s 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

Future Land Use

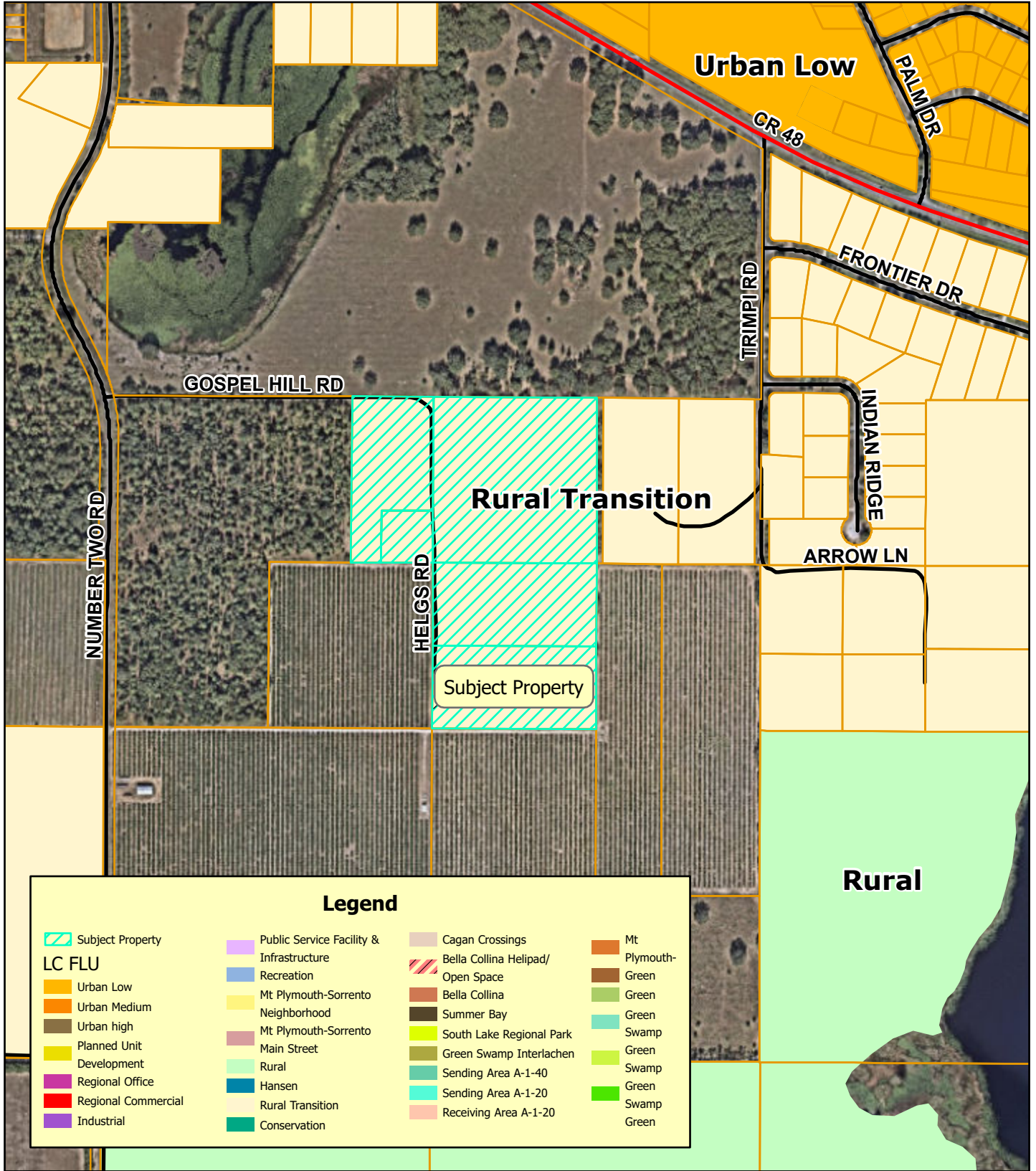


Planning & Zoning Department



Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#S 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

Lake County Future Land Use

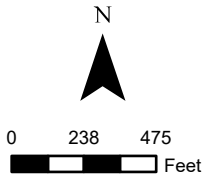


Legend

Subject Property	Public Service Facility & Infrastructure	Cagan Crossings	Mt Plymouth-Green
LC FLU	Recreation	Bella Collina Helipad/Open Space	Green
Urban Low	Mt Plymouth-Sorrento Neighborhood	Bella Collina	Green
Urban Medium	Mt Plymouth-Sorrento Main Street	Summer Bay	Swamp
Urban high	Rural	South Lake Regional Park	Green
Planned Unit Development	Hansen	Green Swamp Interlachen	Swamp
Regional Office	Rural Transition	Sending Area A-1-40	Green
Regional Commercial	Conservation	Sending Area A-1-20	Swamp
Industrial		Receiving Area A-1-20	Green

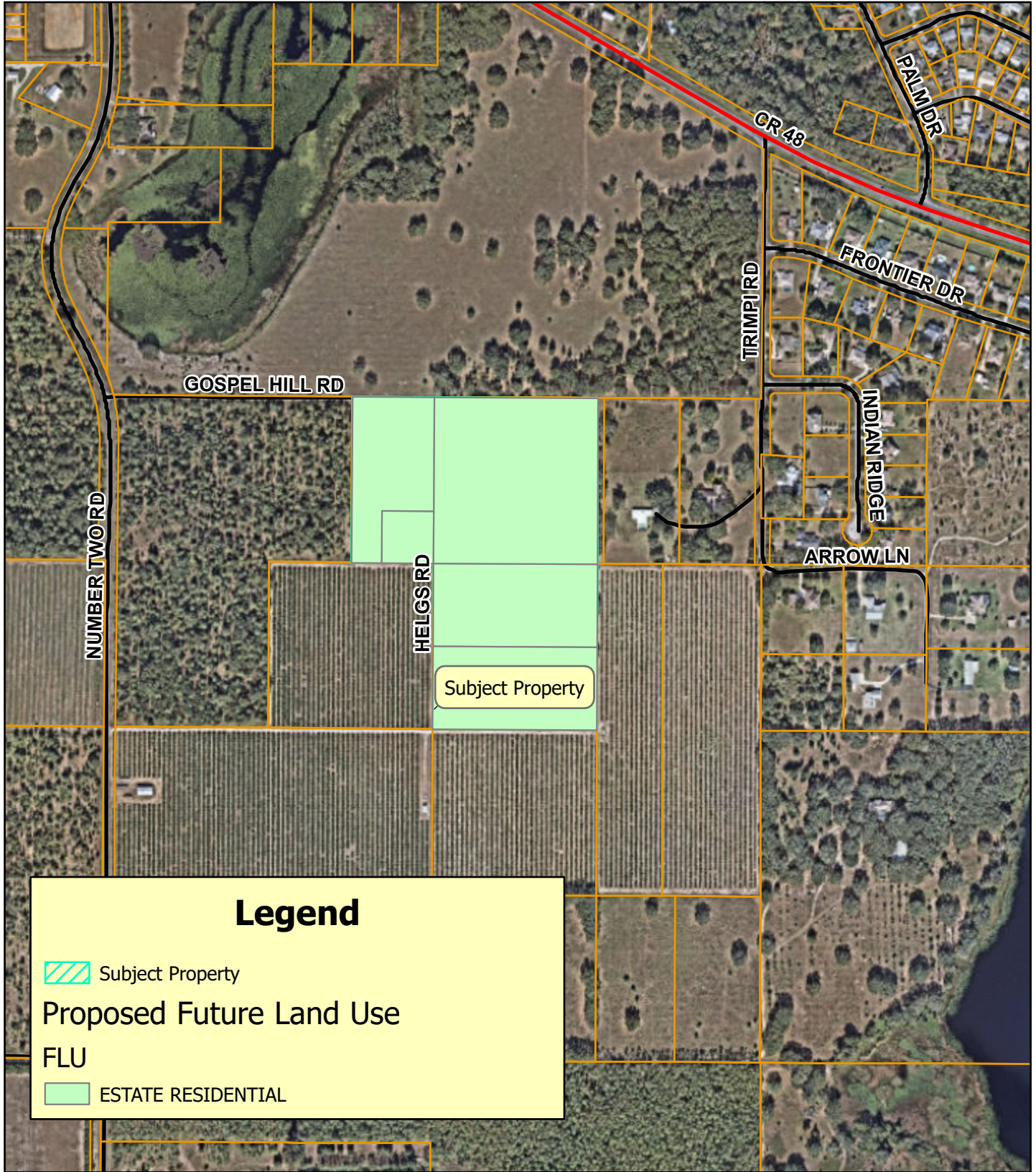


Planning & Zoning Department




Lake Margaretta Phase 2
 SSCP-25-748, PUD-25-749
 AK#S 1780306, 3010400, 2697962, 1780365, 3870237
 Section 20, Township 20, Range 25 East
 Date: 11/3/2025

Proposed Future Land Use




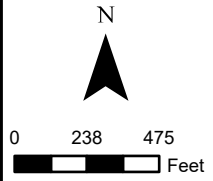
Legend

 Subject Property

Proposed Future Land Use

FLU

 ESTATE RESIDENTIAL



Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#S 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 6.B.3.

Meeting Date: February 9, 2026

From: Dan Miller, (Planning and Zoning Director), Dianne Yekel, (Senior Planner)

Subject: An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 25.07 +/- acres from Lake County R-1 (Rural Residential) to City of Leesburg PUD (Planned Unit Development) to allow for 75 single-family homes, for a property generally located south of CR 48, east of Number Two Road, and west of Trimpi Road, lying in Section 20, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Lake Margareta Phase 2 PUD)

Staff Recommendation:

Planning and Zoning Staff recommend approval of the request to rezone the subject property from Lake County R-1 (Rural Residential) to City of Leesburg PUD (Planned Unit Development) to allow for 75 single-family homes.

Analysis:

The project site is approximately 25.07 +/- acres, and is generally located south of CR 48, east of Number Two Road, and west of Trimpi Road as shown on the attached maps. At this time, the property is vacant. The proposal will allow for 75 single-family homes. The existing land uses surrounding the property are Pasture Improved Hay, Orange Grove, Single-Family Residential, and Timber. 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 18, 2025, 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 25.07 +/- ACRES FROM LAKE COUNTY R-1 (RURAL RESIDENTIAL) TO CITY OF LEESBURG PUD (PLANNED UNIT DEVELOPMENT) TO ALLOW FOR 75 SINGLE-FAMILY HOMES, FOR A PROPERTY GENERALLY LOCATED SOUTH OF CR 48, EAST OF NUMBER TWO ROAD, AND WEST OF TRIMPI ROAD, LYING IN SECTION 20, TOWNSHIP 20 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE. (LAKE MARGARETTA PHASE 2 PUD)

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

Section 1.

Based upon the petition of Robert Zlatkiss (American Land Mount Dora, LLC), on behalf of Lynn W. Crenshaw, Susan W & Robert Louis Davis, Michael D. Slater, Rick E. & Tina M. Cheek, "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 R-1 (Rural Residential) 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 _____ 2026.

THE CITY OF LEESBURG, FLORIDA

Mayor

ATTEST:

City Clerk

**LAKE MARGARETTA PHASE 2
PLANNED UNIT DEVELOPMENT AGREEMENT
DECEMBER 18, 2025**

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 **Lynn W Crenshaw, 315 SE Sunrise Dr, Mountain Home, ID 83647; Susan W & Robert Louis Davis, 7210 Helgs Rd, Howey in the Hills, FL 34737; Michael D Slater, 7100 Helgs Rd, Howey in the Hills, FL 34737; Rick E & Tina M Cheek, 7091 Helgs Rd, Howey in the Hills, FL 34737, (Robert Zlatkiss, Esq., American Land Mount Dora, LLC, 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 subdivision consisting of approximately 25.07 +/- acres containing a maximum of 75 detached single-family residential units and associated amenities, generally located south of CR 48, east of Number Two Road, and west of Trimpi 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 **Lynn W Crenshaw, 315 SE Sunrise Dr, Mountain Home, ID 83647; Susan W & Robert Louis Davis, 7210 Helgs Rd, Howey in the Hills, FL 34737; Michael D Slater, 7100 Helgs Rd, Howey in the Hills, FL 34737; Rick E & Tina M Cheek, 7091 Helgs Rd, Howey in the Hills, FL 34737, (Robert Zlatkiss, Esq., American Land Mount Dora, LLC, 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 25.07 +/- 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 75 detached single-family residential units, at a gross density not to exceed 3.00 units per acre on the approximately 25.07 - acre site, as shown on **Exhibit C, Conceptual Development Plan.**
- B. Each detached single-family residential unit shall have a minimum two (2) car garage.
- C. Defined closet space for each additional bedroom above the minimum house size may be included in the minimum square footage requirement herein.
- D. 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).
- E. 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.
- F. The maximum impervious surface for the project shall be 65%. Community and private swimming pools shall not count toward the impervious surface calculation.

- G. Roof overhang shall not exceed forty (40) percent of the distance between the building wall and the property line.
- H. Maximum building height: two (2) stories or 35 feet.
- I. 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.
- J. 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.
- K. Solid roof structures attached to the residence must meet the required rear setback as noted under “Minimum building setbacks.”
- L. 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.
- M. The minimum lot development standards shall be:
 - 1. For 50-foot lots:
 - a. A maximum of 60% of 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 30% of 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 – 5.0 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

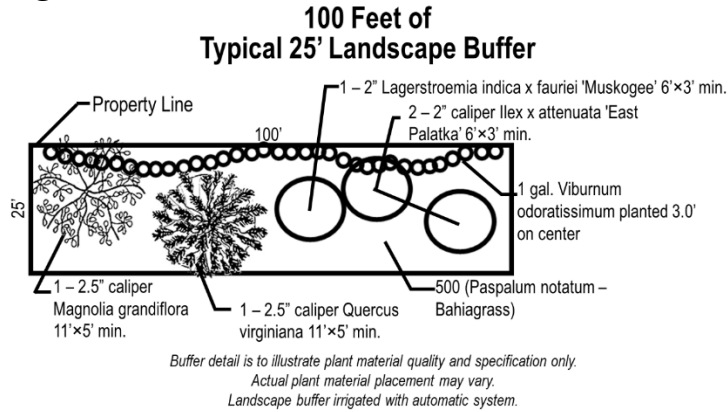
- A. A minimum of 35% open space shall be provided throughout the development. Open space may consist of buffers, wetlands retention and recreation areas.
- B. A minimum twenty-five (25) foot wide landscape buffer tract shall be provided along the east boundary that is not adjacent to Lake Margareta Estates with plantings as shown in Figure B below.
- C. 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.
- D. 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.
- E. A split-rail fence or opaque plank fence, of either wood or vinyl/synthetic construction, shall be installed along the east boundary that is not adjacent to Lake Margareta Estates. 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**.
- F. 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.
- G. 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



H. 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.

- I. 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 be through Lake Margaretta Estates PUD on the north, east, and west sides of the subject property, 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 City of Leesburg 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. Any additional access points shall be subject to site plan application review process.

1. 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.

2. 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. 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.
- H.

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 not owned or managed by a Master Homeowners Association.
- B. The required stormwater management system may be located within the boundary of the Lake Margareta Estates PUD, provided that the entire stormwater management system is owned and maintained by a Master Homeowner Association.
- C. A stormwater management system designed and implemented to meet all applicable St. Johns River Water Management District and City of Leesburg requirements.
- D. 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.
- E. The existing 100-year flood plain on the property shall be shown on all plans and lots.
- F. 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.
- G. 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.
- H. 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 USEAGE

- 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 2.7 total acres, whichever is greater. Recreation requirements may be provided withing the existing Lake Margareta Estates PUD provided that the recreations areas within the existing PUD are expanded to incorporated the additional acreage required for this development.
- B. Recreational requirements shall include at least a primary active recreation area, to include a swimming pool, cabana with onsite parking, and a playground. Other recreation areas may include a 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**.
- 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 1

N 1/2 OF SW 1/4 OF NE 1/4 OF NW 1/4 ORB 1004 PG 2000, ORB 1004 PG 2011 ORB 1352 PG 802

Parcel 2

S 1/2 OF SW 1/4 OF NE 1/4 OF NW 1/4 ORB 1004 PG 2002 ORB 1004 PG 2012

Parcel 3

E 1/2 OF NE 1/4 OF NW 1/4 OF NW 1/4--LESS S 208.71 FT OF E 208.71 FT-- ORB 1373 PG 71

Parcel 4

S 208.71 FT OF E 208.71 FT OF NE 1/4 OF NW 1/4 OF NW 1/4 ORB 1373 PG 71

Parcel 5

NW 1/4 OF NE 1/4 OF NW 1/4 OF SEC 20-20-25 ORB 5163 PG 909

(from the Property Appraiser's website)



EXHIBIT D

REPRESENTATIVE FAÇADE SAMPLES



daly design group
Urban Planners, Landscape Architecture, Project Management
913 N. Pennsylvania Ave, Winter Park FL 32789
www.dalydesign.com



daly design group
Urban Planners, Landscape Architecture, Project Management
913 N. Pennsylvania Ave, Winter Park FL 32789
www.dalydesign.com



60' Lot
For Illustrative Purposes Only



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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 Cohn© 2005. Reprinted for the Town of Southampton, NY. Used with permission.



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>

Lake Margaretta Phase 2

LEGAL DESCRIPTION

Parcel 1

N 1/2 OF SW 1/4 OF NE 1/4 OF NW 1/4 ORB 1004 PG 2000, ORB 1004 PG 2011 ORB 1352
PG 802

Parcel 2

S 1/2 OF SW 1/4 OF NE 1/4 OF NW 1/4 ORB 1004 PG 2002 ORB 1004 PG 2012

Parcel 3

E 1/2 OF NE 1/4 OF NW 1/4 OF NW 1/4--LESS S 208.71 FT OF E 208.71 FT-- ORB 1373 PG
71

Parcel 4

S 208.71 FT OF E 208.71 FT OF NE 1/4 OF NW 1/4 OF NW 1/4 ORB 1373 PG 71

Parcel 5

NW 1/4 OF NE 1/4 OF NW 1/4 OF SEC 20-20-25 ORB 5163 PG 909

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

DATE: December 18, 2025
OWNERS: Lynn W. Crenshaw, Susan W & Robert Louis Davis, Michael D. Slater, Rick E. & Tina M. Cheek
PETITIONER: Robert Zlatkiss (American Land Mount Dora, LLC)
PROJECT: Lake Margaretta Phase 2
REQUEST: A Request to Amend the Comprehensive Plan from Lake County Rural Transition to City of Leesburg Estate Residential and Rezone from Lake County R-1 (Rural Residential) to the City of Leesburg PUD (Planned Unit Development).
CASE NO.: *ANNX-25-747*, SSCP-25-748, PUD-25-749

GENERAL LOCATION: South of CR 48, east of Number Two Road, and west of Trimpi Road.

FUTURE LAND USE DESIGNATION: Lake County Rural Transition

SURROUNDING FUTURE LAND USE DESIGNATION:

North – City of Leesburg Estate Residential
South – City of Leesburg Estate Residential
East – Lake County Rural Transition, City of Leesburg Estate Residential
West – City of Leesburg Estate Residential

PROPOSED FUTURE LAND USE DESIGNATION: City Estate Residential

EXISTING ZONING DESIGNATION: Lake County R-1 (Rural Residential)

SURROUNDING ZONING DESIGNATIONS:

North – City of Leesburg PUD (Planned Unit Development)
South – City of Leesburg PUD (Planned Unit Development)
East – Lake County R-1 (Rural Residential); City of Leesburg PUD (Planned Unit Development)
West – City of Leesburg PUD (Planned Unit Development)

PROPOSED ZONING DESIGNATION: City of Leesburg PUD (Planned Unit Development)

EXISTING LAND USE: Vacant Residential

SURROUNDING EXISTING LAND USE:

North – Pasture Improved Hay
South – Orange Grove
East – Single Family, Orange Grove
West – Timber, Orange Grove

PROPOSED LAND USE: Residential Subdivision.

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

DATE: December 18, 2025
OWNERS: Lynn W. Crenshaw, Susan W & Robert Louis Davis, Michael D. Slater, Rick E. & Tina M. Cheek
PETITIONER: Robert Zlatkiss (American Land Mount Dora, LLC)
PROJECT: Lake Margaretta Phase 2
REQUEST: A Request to Amend the Comprehensive Plan from Lake County Rural Transition to City of Leesburg Estate Residential and Rezone from Lake County R-1 (Rural Residential) to the City of Leesburg PUD (Planned Unit Development).
CASE NO.: ANNX-25-747, SSCP-25-748, PUD-25-749

THE FOLLOWING COMMENTS RECEIVED FROM EACH DEPARTMENT:

POLICE

No comments as of 12/12/2025

FIRE

In reference to Case Number SSCP-25-748, PUD-25-749

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 SSCP-25-748, PUD-25-749 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

Amanda Stevenson 12/11/2025

ELECTRIC

“This is outside of Leesburg Electric Service territory. No objections.” – Steve Davis 11/18/2025

GAS

“No comment.” – Brandon Smith 12/12/2025

GIS

“No comment.” – Nick Tota 11/18/2025

BUILDING

No comments as of 12/12/2025

PUBLIC WORKS

“Public Works has no issues with the rezoning however, if the developer intends to connect to City sewer I would advise them to reach out to Public Works to coordinate modeling of the system to ensure we have capacity for their project in our Forcemain along CR 48!” – Cliff Kelsey 11/19/2025

ADDRESSING

No comments as of 12/12/2025

ECONOMIC DEVELOPMENT

No comments as of 12/12/2025

LAKE COUNTY PUBLIC WORKS

“No comment.” – Seth Lynch, 11/18/2025

LAKE COUNTY SCHOOLS

I have received the Adequate Public Facilities (APF) request via your dropbox information. The applicant had not submitted an application request directly to the school district. I will contact the applicant directly for review fee payment.

Once the APF determination is issued I will forward a copy of the letter for your file.

The APF is not a school concurrency determination. School concurrency review will be required prior to site development.

Hellen LaValley 11/24/2025

PUBLIC RESPONSES

Approval

No comments as of 12/12/2025

Disapproval

No comments as of 12/12/2025

Notice of Appearance filed:

No comments as of 12/12/2025

PUBLIC COMMENTS (APPROVAL)

No comments as of 12/12/2025

PUBLIC COMMENTS (DISAPPROVAL)

No comments as of 12/12/2025

PUBLIC COMMENTS (UNDECIDED)

No comments as of 12/12/2025



CITY OF LEESBURG PLANNING & ZONING DEPARTMENT RECOMMENDATIONS

DATE: December 18, 2025
OWNERS: Lynn W. Crenshaw, Susan W & Robert Louis Davis, Michael D. Slater, Rick E. & Tina M. Cheek
PETITIONER: Robert Zlatkiss (American Land Mount Dora, LLC)
PROJECT: Lake Margaretta Phase 2
REQUEST: A Request to Rezone from Lake County R-1 (Rural Residential) to the City of Leesburg PUD (Planned Unit Development).
CASE NO.: PUD-25-749

THE PLANNING & ZONING DEPARTMENT RECOMMENDS:

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

1. The proposed zoning classification of PUD (Planned Unit Development) is compatible, as conditioned, with the current surrounding zoning districts of Lake County R-1 (Rural Residential) and City of Leesburg PUD (Planned Unit Development).
2. The proposed Small-Scale Comprehensive Plan (SSCP) amendment is compatible with the adjacent future land use designations of Lake County Rural Transition and City of Leesburg Estate Residential.
3. The proposed request does not appear to create a detriment to surrounding properties, as conditioned in the PUD document.

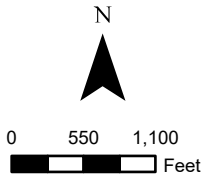
Action Requested:

1. Vote to **approve** staff's recommendation to rezone the subject property from Lake County R-1 (Rural Residential) to City of Leesburg PUD (Planned Unit Development) and forward to the City Commission for consideration.

Extended Aerial

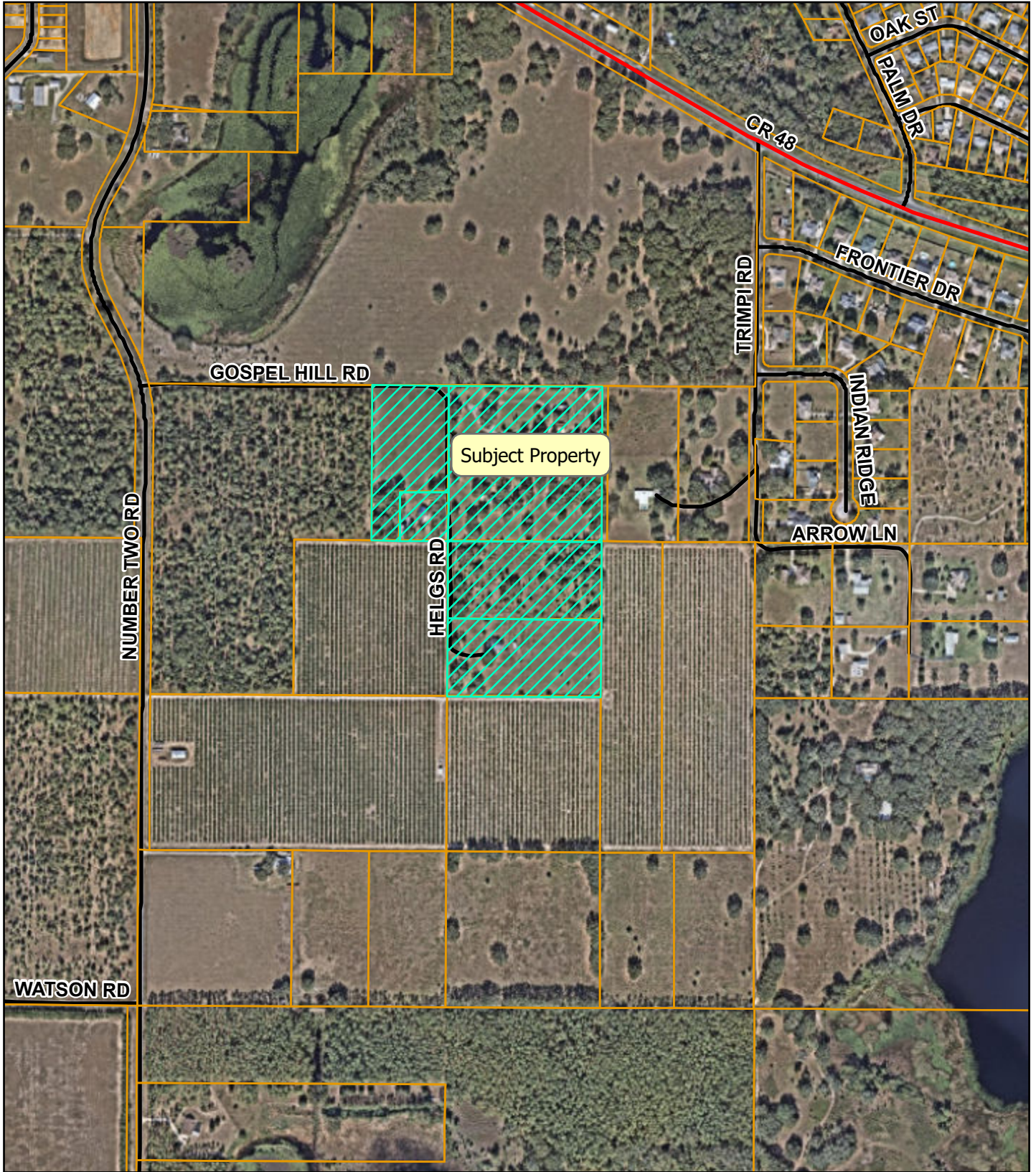


**Planning
& Zoning
Department**

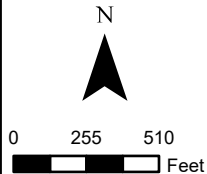


Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#s - 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

Aerial

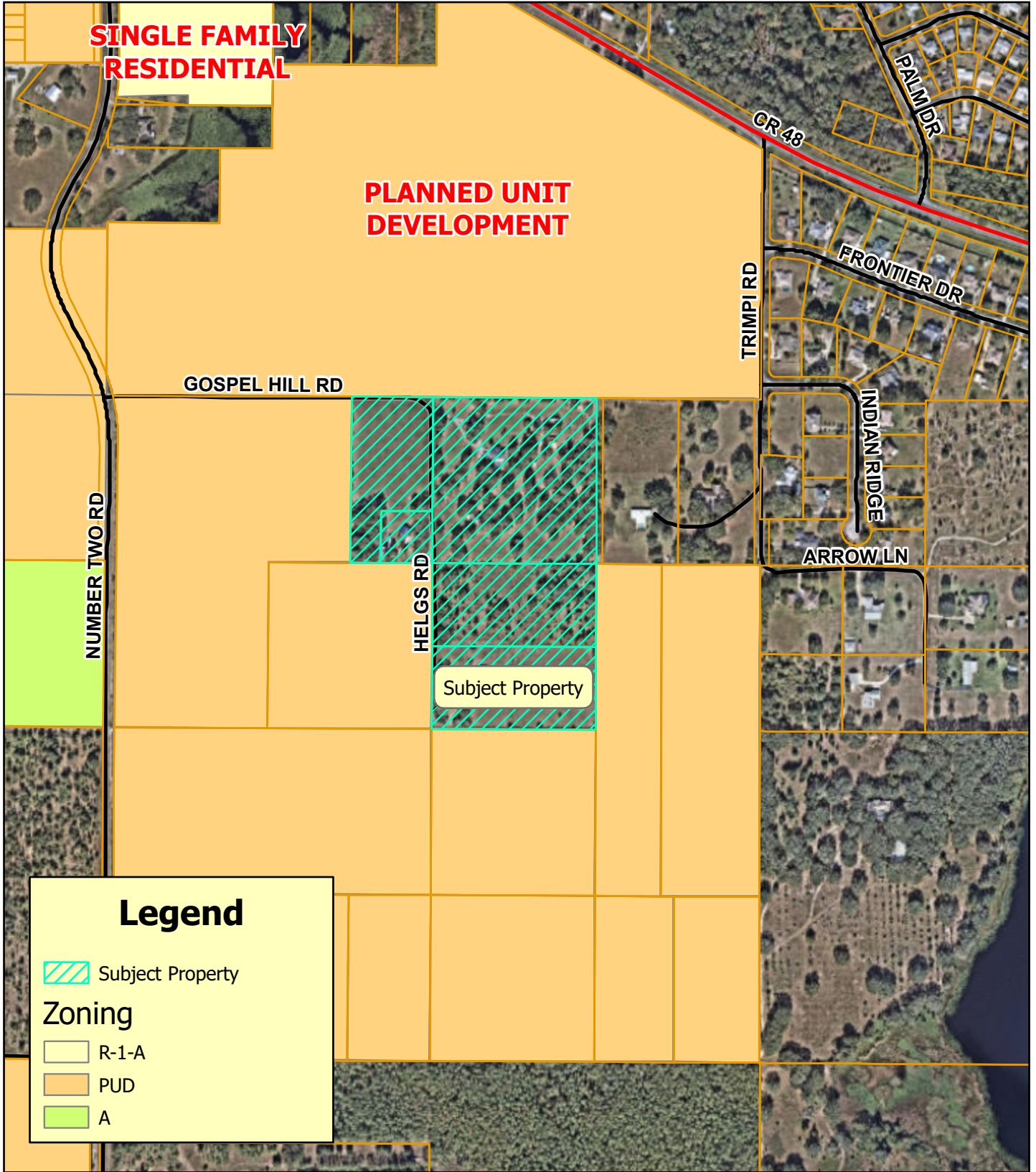


**Planning
& Zoning
Department**

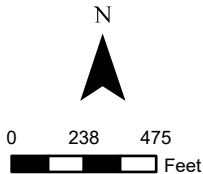


Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#s 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

Zoning

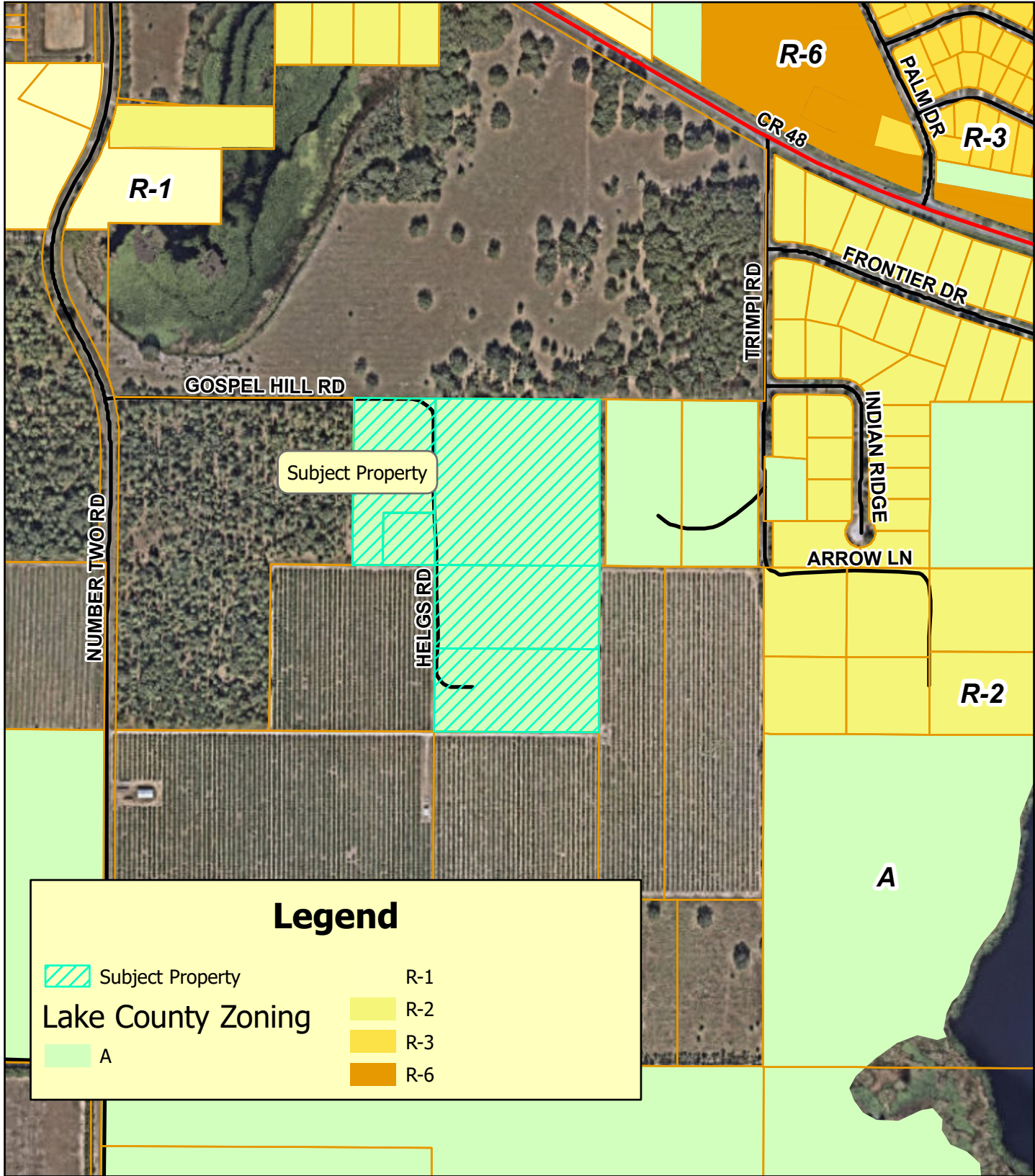


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



Lake Margaretta Phase 2
SSCP-25-748, PUD-25-749
AK#S 1780306, 3010400, 2697962, 1780365, 3870237
Section 20, Township 20, Range 25 East
Date: 11/3/2025

Lake County Zoning



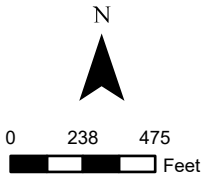
Legend

	Subject Property	R-1
	R-2	
	R-3	
	A	R-6

Lake County Zoning

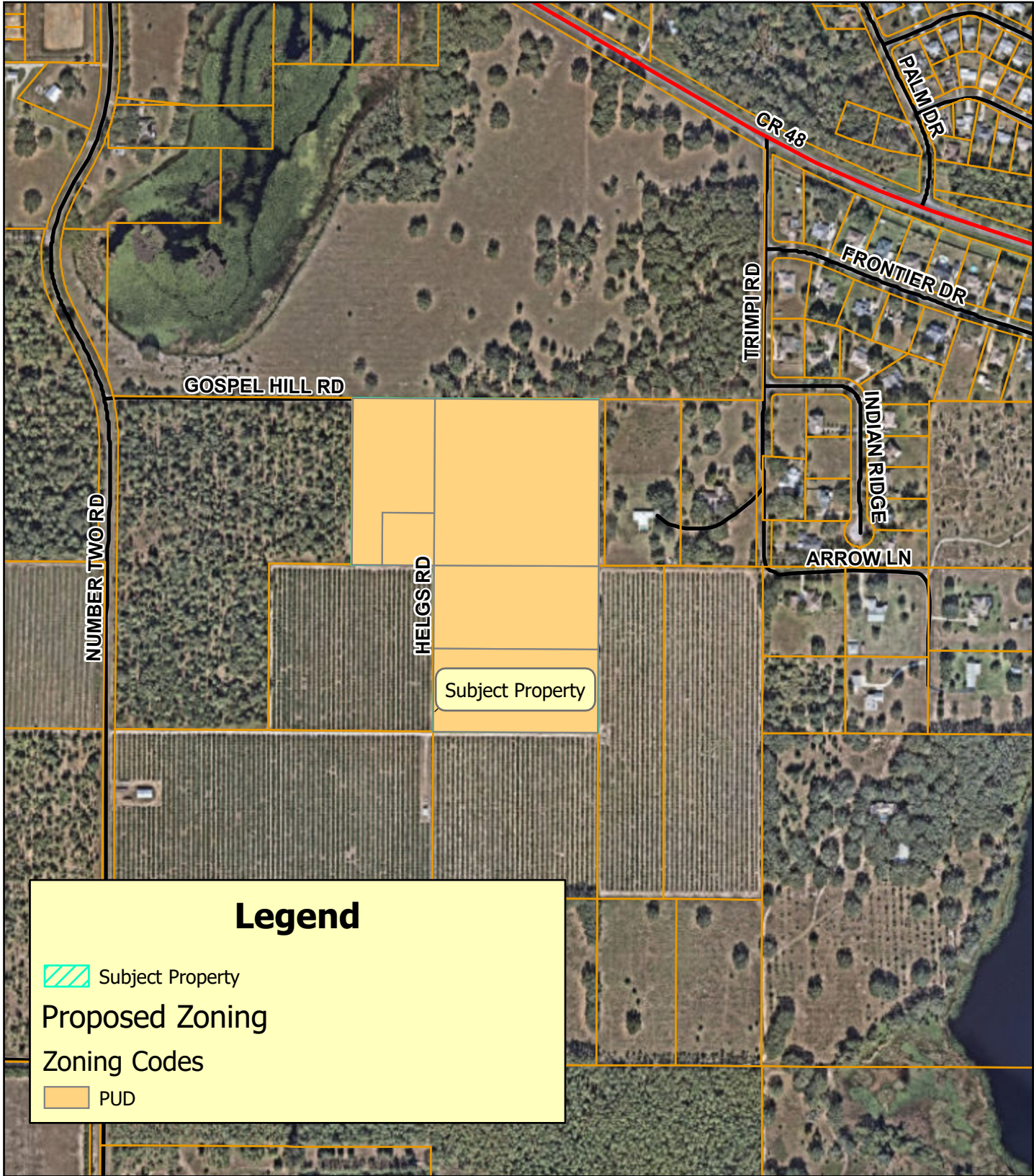


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 Section 20, Township 20, Range 25 East
 Date: 11/3/2025

Proposed Zoning



Legend

 Subject Property

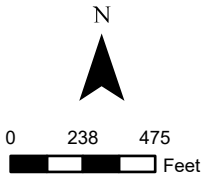
Proposed Zoning

Zoning Codes

 PUD

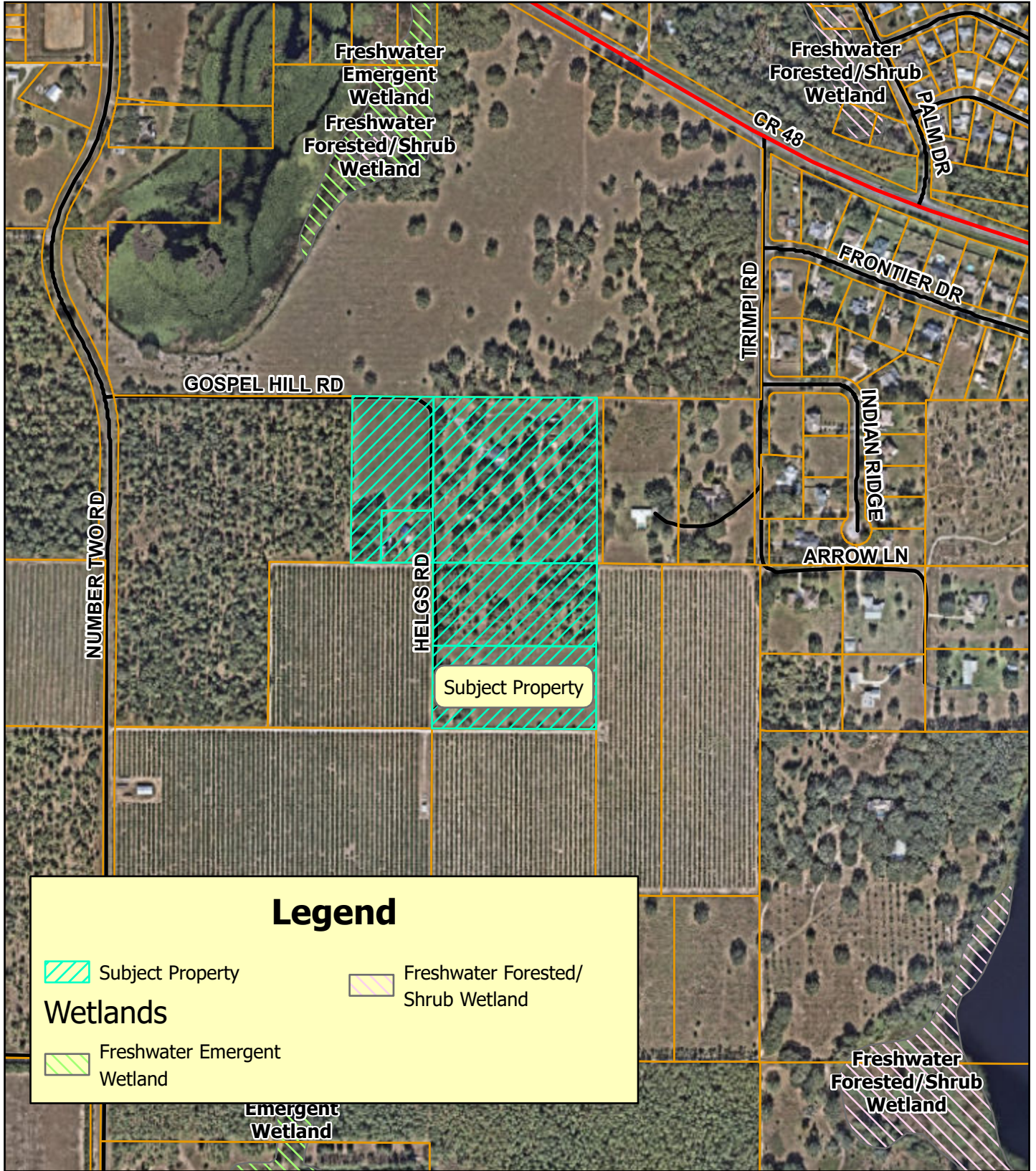


Planning & Zoning Department






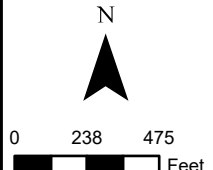
Lake Margaretta Phase 2
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Wetlands



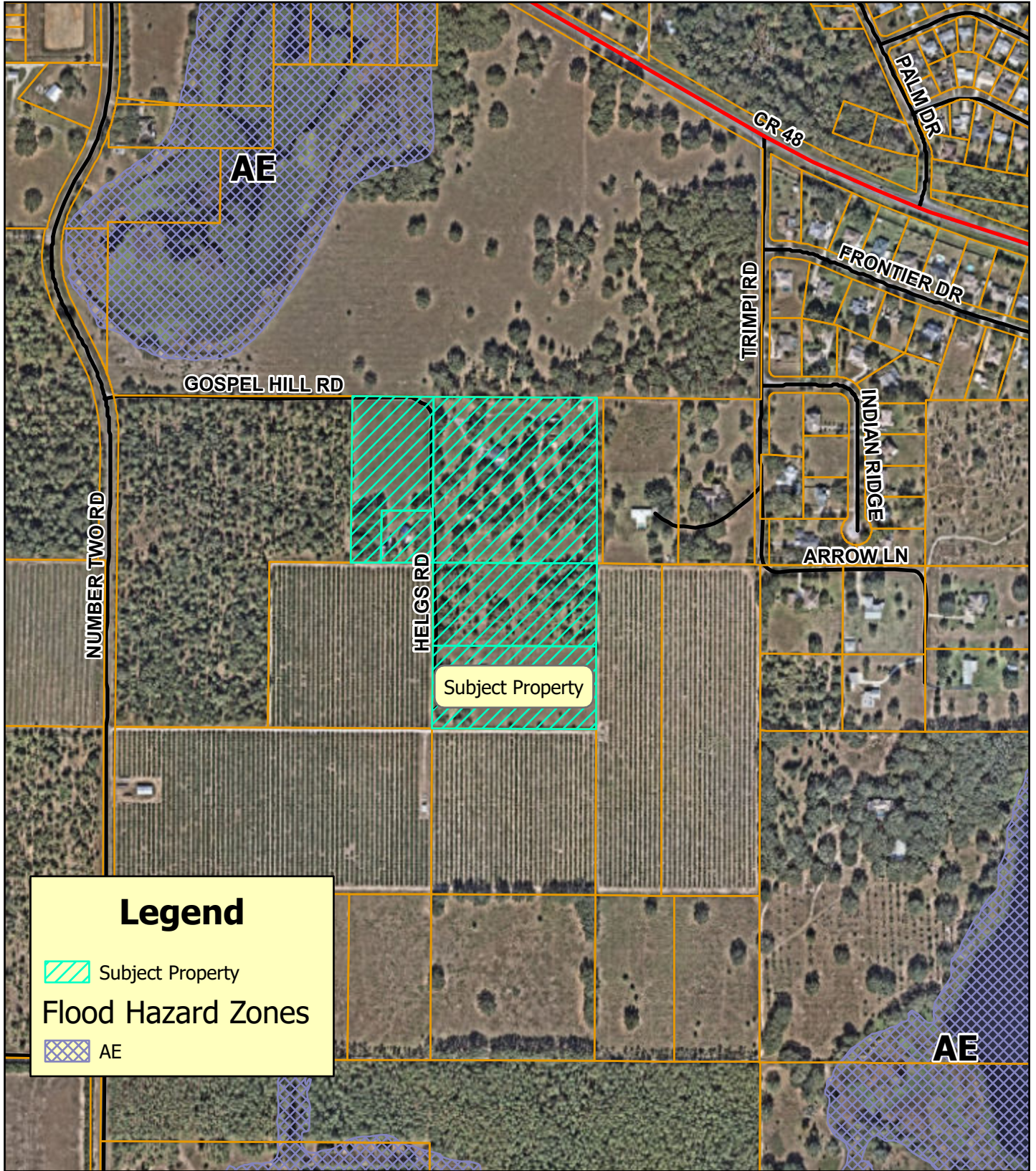
Legend

 Subject Property	 Freshwater Forested/ Shrub Wetland
 Freshwater Emergent Wetland	




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
Flood Zones



Legend

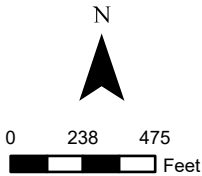
 Subject Property

Flood Hazard Zones

 AE

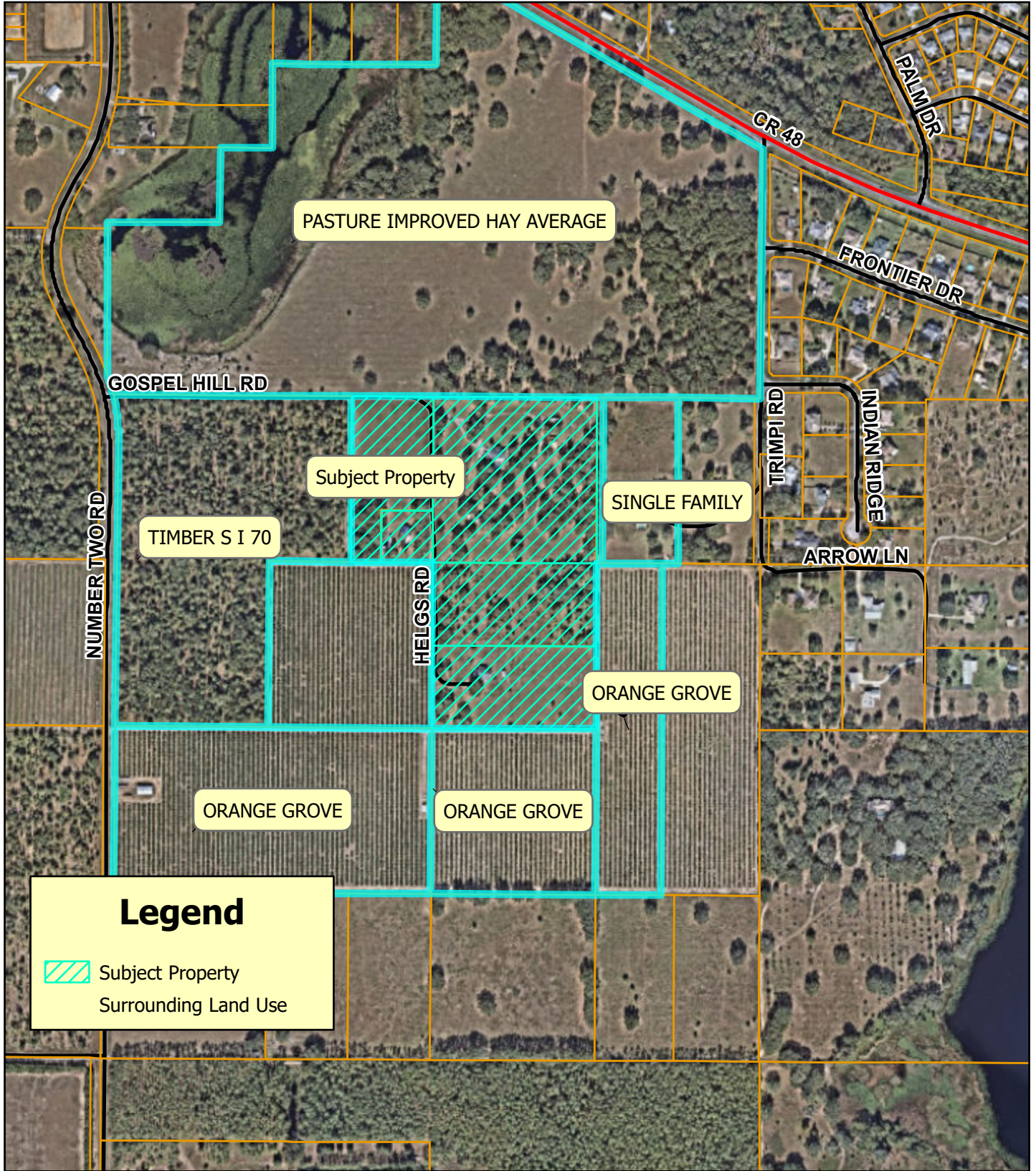


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Surrounding Land Use

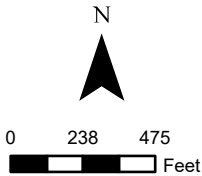


Legend

-  Subject Property
-  Surrounding Land Use



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