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**CITY OF TAVARES  
MINUTES OF REGULAR COUNCIL MEETING  
FEBRUARY 23, 2005  
TAVARES CITY HALL COUNCIL CHAMBERS**

Mayor Ted Wicks called the meeting to order at 5:00 p.m.

**COUNCILMEMBERS PRESENT**

**ABSENT**

Ted Wicks, Mayor  
Sandy Gamble, Councilmember  
Robert Speaks, Councilmember

Nancy Clutts, Vice Mayor  
Dennis Wilson, Councilmember

**STAFF PRESENT**

Dorothy A. Keedy, City Administrator  
Robert Q. Williams, City Attorney  
Nancy Barnett, City Clerk  
Lori Tucker, Director of Human Resources  
Susan Jackson, Director of Community Development  
Emory Kendrick, Fire Chief  
Stoney Lubins, Police Chief  
Donna Saladin, Director of Community Services

Chris Atkinson, First United Methodist Church, gave the invocation and those present recited the pledge of allegiance.

**APPROVAL OF MINUTES**

The minutes of February 2, 2005 were approved with the following correction:

1 Page 8, line 25 – add “four” before boats to clarify the proposal to purchase four boats  
2 Page 8, line 36 – add “Mr. Barber stated the storage unit would hold one boat.”

3  
4 **PROCLAMATIONS/PRESENTATIONS**

5  
6 **Streetscape Conceptual Plan**

7  
8 Ms. Keedy stated the city has been working with Farner Barley and Michael Pape, landscape  
9 architect on the Main Street and Ruby Street Streetscape Plan. She said the purpose is to  
10 review the conceptual plan before it is presented in a public workshop.

11  
12 Michael Pape, Michael Pape & Associates, 2351 SE 17<sup>th</sup> St., Ocala, stood to make the  
13 presentation. He said he is the principal landscape architect working under the direction of  
14 Farner Barley on this project. He distributed reduced copies of portions of the streetscape  
15 plan. He said the plan set of three sheets represented survey data prepared by Farner Barley  
16 for both Main Street and Ruby Street. Mr. Pape discussed the main points of the plan:

- 17  
18 • Older planters create a visual barrier. Modified raised planters continuing to utilize  
19 Sabal Palms will reduce the level of planter and provide a user-friendly atmosphere.  
20 • Parking arrangement: the parallel and the angle parking has been reversed from block  
21 to block to create a traffic calming effect that works in conjunction with the four-way  
22 stops at each intersection. This will make Main Street a more pedestrian friendly  
23 setting.  
24 • Remove some of the grassed areas that exist between the curb and the sidewalk. The  
25 grassed areas can create a potential trip hazard and is a maintenance problem. Much of  
26 the grass is proposed to be replaced with hardscape using the brick material that would  
27 tie in as pedestrian material down the length of the street.  
28 • Roundabout on Sinclair Avenue. This appears on the plans as an anchor on the west  
29 end of Main Street.  
30 • The user-friendly pedestrian factor has been facilitated by landscaped islands at the  
31 intersections. The islands slow down the traffic and give access to pedestrians as they  
32 cross the street. The islands have been engineered to allow for existing drainage flows  
33 along the curb line to keep the costs down.  
34 • The plans allow for a total of 104 on street parking spaces which includes Ruby Street  
35 and 49 off-street parking spaces. This plan has in effect increased the existing number  
36 of parking spaces.  
37 • Ruby Street: Ways to create more preeminence to Ruby Street were looked at,  
38 including improving the areas behind the existing buildings, and improving or  
39 increasing the parking  
40 • Incorporation of the multi-use trail by making Ruby Street one way from the corner of  
41 Rockingham to St. Clair

- 1 • Recapture of space at the lift station at the south end of New Hampshire Avenue to  
2 gain more parking (13 spaces)  
3

4 Discussion followed on the proposed roundabout along with the parking garage that may be  
5 built by the County. Ms. Keedy stated she was not sure of the status of that project, but that if  
6 it moves forward staff would work with the County on access. Council expressed concern  
7 about the roundabout and angle parking. Ms. Keedy noted that having the stops at every  
8 intersection will help curtail the speeding that occurs down Main Street which will in turn  
9 help the angle parking situation. There was also concern expressed about reducing the  
10 capacity on Main Street until Old 441/Alfred Street is finished which will allow more access.  
11 Councilmember Gamble asked Mr. Pape if an 18-wheeler truck could function on a  
12 roundabout.  
13

14 Mr. Pape commented his firm had laid out several traffic circles in the Villages in the last few  
15 years. He said the Farner Barley design will accommodate 18-wheelers. He said there is data  
16 available to support that roundabouts are safer than signalized intersections because the  
17 opportunities for dangerous collisions are reduced. He said the circles are also very efficient  
18 at moving traffic. He offered to provide the supporting information to Council.  
19

20 Councilmember Speaks said he did not want to be in the position of having to remove  
21 bumpouts as has been done in other surrounding cities and wanted to ensure they were  
22 installed correctly.  
23

24 Mayor Wicks invited comment from the audience.  
25

26 Nick Magrone came forward. He said the existing roundabout has a rail system going through  
27 it which should not occur at the proposed roundabout. He said he thought it would be a  
28 commercial benefit to downtown property owners to slow the traffic. He said he planning to  
29 improve the back of the Lake Building in concert with the streetscape plan.  
30

31 T.J. Fish, Tavares Chamber of Commerce, spoke in support of the project. He said a formal  
32 recommendation from the Chamber Board or membership could be provided.  
33

34 Ms. Keedy said staff had planned on holding a public meeting after receiving comment from  
35 the Council.  
36

37 Mayor Wicks stated concern about paver blocks that might deteriorate in color. Mr. Pape  
38 noted that in public projects it is important to evaluate and select the right materials. He said  
39 the typical problem with pavers is that some of them are created with a thin layer of color and  
40 that a paver needs to be selected that has color throughout the concrete that is used in making  
41 the pavers.

1  
2 Ms. Keedy noted that staff had approached the project to change the existing streetscape to a  
3 more urban pedestrian setting. The intention was to slow down traffic and to reduce the  
4 through-traffic that is not related to having business in downtown Tavares. She said those are  
5 principles of redevelopment. She said staff is looking for direction. She asked if Council  
6 wished to have staff present the plan at a regular Council Meeting or have a separate public  
7 meeting at the Civic Center.

8  
9 Mayor Wicks said he thought staff should hold a public meeting with the consultant and bring  
10 the feedback to Council for final consideration. He said he did not think Council had any  
11 major issues with the project. He said if the traffic patterns of drivers cannot be changed there  
12 may be a problem. However, he added, the plan may influence drivers to go a different  
13 direction. He said he would like to have more of a comfort level on this issue. Ms. Keedy said  
14 staff would notify as many people as possible and that it would probably be able to be placed  
15 on the agenda in about a month.

16  
17 **Habitat for Humanity – Request for Payment of Sewer Impact Fees**

18  
19 Mayor Wicks referred to the correspondence received from Habitat that was in the agenda  
20 packet.

21  
22 Lois Ann Laseter from Habitat came forward. She stated Mark Richter, the contractor was  
23 also with her who is a founder of Habitat. She also introduced the High family who will be the  
24 owners of the house.

25  
26 She said the agency was requesting credit for the water and sewer impact fees for the lot  
27 located at 500 E. Caroline Street.

28  
29 Mayor Wicks noted this is the property recently given to Habitat by the City. He said he  
30 understood that there is already credit for the water connection so the only issue is the sewer  
31 impact fee which is \$3,600. He said Council cannot waive the fee without deciding how to  
32 credit back the sewer fund.

33  
34 Discussion followed regarding the source of funds. Ms. Keedy answered that it could come  
35 from either Water and Sewer reserves or General Fund reserves. Mayor Wicks noted that the  
36 land donation was a fairly substantial donation. Councilmember Speaks clarified that two lots  
37 had been donated. Ms. Keedy noted that there will be water and sewer impact fees due on the  
38 other lot.

39

1 Councilmember Gamble asked how much the total impact will be for the other lot. Mr.  
2 Mercer replied that it would \$3,960 for both water and sewer. [Mr. Mercer later noted a  
3 corrected figure of \$3,980.00.)  
4

5 Mayor Wicks asked if Habitat had funds to construct the house. Mr. Richter replied that the  
6 agency has funds to complete about half the house (\$20,000) and that it will be the 87<sup>th</sup> house  
7 completed by Habitat in Lake County.  
8

9 Mayor Wicks asked how the County handles their fees on Affordable Housing. Ms. Keedy  
10 asked if there was a transportation impact fee credit given by the County. Mr. Richter  
11 answered that there was no credit because it had not been a residence. Mr. Richter stated that  
12 if the family qualifies because of their income, the County impact fees, can be credited back  
13 to the family through an Affordable Housing program of the County.  
14

15 **MOTION**  
16

17 **Robert Speaks moved to approve the paying of the sewer impact fee out of either the**  
18 **General Fund or Water Enterprise Fund for Habitat for the one lot and one house for**  
19 **sewer only, seconded by Sandy Gamble. The motion carried unanimously 3-0.**  
20

21 Sandy Gamble stated that he would like to encourage Habitat to consider other funding  
22 sources before the second house is constructed.  
23

24 Mr. Richter thanked Council for the donation of the land and the surveying of the land.  
25

26 **AGENDA REVIEW**  
27

28 **PUBLIC HEARINGS/ORDINANCES/RESOLUTIONS**  
29

30 **Ordinance #2005-03 - Flood Plain Ordinance Revisions – Second Reading**  
31

32 Ms. Barnett read the ordinance by title only:  
33

34 **ORDINANCE #2005-03**  
35

36 **AN ORDINANCE AMENDING CHAPTER 14 OF THE CITY OF**  
37 **TAVARES LAND DEVELOPMENT REGULATIONS, PROVIDING**  
38 **FOR REVISIONS TO THE FLOODPLAIN DEFINITIONS;**  
39 **PROVIDING FOR REVISIONS TO THE ELEVATED BUILDINGS**  
40 **REGULATIONS; PROVIDING FOR SEVERABILITY AND**  
41 **CONFLICTS, AND PROVIDING FOR AN EFFECTIVE DATE.**

1  
2 Ms. Jackson stated the ordinance contains revisions to the existing regulations based on DCA  
3 requirements. Council approved the ordinance at first reading and there have been no changes.  
4

5 Mayor Wicks asked for comment from the audience.  
6

7 **MOTION**  
8

9 **Robert Speaks moved for the approval of Ordinance #2005-03, seconded by Sandy**  
10 **Gamble. The motion carried unanimously 3-0.**  
11

12 **Ordinance #2005-04 – Rhodes Rezoning – First Reading**  
13

14 Ms. Barnett read the ordinance by title only:  
15

16 **ORDINANCE 2005-04**  
17

18 **AN ORDINANCE REZONING APPROXIMATELY 57.64 ACRES**  
19 **KNOWN AS THE RHODES PROPERTY, LOCATED ON THE**  
20 **WESTERN SIDE OF S.R. 19, APPROXIMATELY EIGHT HUNDRED**  
21 **FEET (800') NORTH OF THE ENTRANCE OF ROYAL HARBOR,**  
22 **FROM LAKE COUNTY PLANNED UNIT DEVELOPMENT (PUD), TO**  
23 **CITY OF TAVARES PLANNED UNIT DEVELOPMENT (PUD);**  
24 **SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS**  
25 **ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING**  
26 **AN EFFECTIVE DATE.**  
27

28 Ms. Jackson stated that at a recent Council meeting the second reading of the Future Land Use  
29 Amendment was heard by Council. This was to amend the property from Lake County Urban  
30 Expansion to City of Tavares Low Density Residential which allows 5.6 units per dwelling  
31 acre. She said the City has not yet received the Notice of Intent from DCA on this  
32 amendment. The request is for a residential PUD for a mix of land uses of single family  
33 including Single Family Attached Housing or townhomes. The applicant is requesting 207  
34 dwelling units to be placed on the property. Based on the land use designation they could put  
35 254. They are proposing 111 single family detached units and 96 single family attached units  
36 (townhomes). The gross project density including uplands and wetlands is 3.59 dwelling units  
37 per acre. The net uplands density is 4.81 units per acre which is slightly more dense than what  
38 is in the surrounding areas. The single family portion of the property proposes 50 foot wide  
39 lots. Minimum lot sizes are 5500 square feet. The lot size equivalent for the townhome  
40 portion is 2750 sq. ft. which is in accordance with the city code. The setbacks for the single

1 family match what has been approved in the Lane Park Ridge development which is a planned  
2 neighboring subdivision.

3  
4 Attorney Bruce Duncan representing Ann and Bill Rhodes (owners of the property) stood to  
5 address Council. He said the owner is in agreement with all the terms of the ordinance with  
6 the exception of the tree removal language. He said the proposed language is to add “right of  
7 way” to Section 3, paragraph 2 [page 4-11 or 9 of 16 of the ordinance] i.e.: “The tree  
8 materially interferes with the location, servicing or function of the utility lines, right-of-way,  
9 or services.” He then added that “drainage” needs to be included as well.

10  
11 Mayor Wicks asked if the owner intended on a filing condo plat on the townhouses. Attorney  
12 Duncan stated they would be single family attached dwellings; no rentals would be allowed  
13 and would covered under the restricted covenants.

14  
15 Ms. Jackson stated part of the reason that right of way or drainage utilities weren’t included in  
16 the language is because the tree could be designed around the right of way or drainage which  
17 the city has wanted to encourage. She said if they can’t design around the retention or right of  
18 way there is a tree replacement schedule built into the ordinance.

19  
20 Attorney Duncan said the replacement trees are expensive and that fact provides the incentive  
21 to design around the tree. He said application must be made to the city to remove the tree and  
22 it will have to meet the criteria.

23  
24 Mayor Wicks said the language needs to be specific and that he thought the drainage  
25 exemption needed to be included.

26  
27 Mayor Wicks asked for comment from the audience. The Public Hearing was closed.

28  
29 **MOTION**

30  
31 **Sandy Gamble moved to approve Ordinance #2005-04 on first reading with the**  
32 **additions of right of way, drainage and retention areas [regarding tree removal, Section**  
33 **3(a)(3)] on page 9 of 16, seconded by Robert Speaks. The motion carried unanimously**  
34 **3-0.**

35  
36 **Ordinance #2005-05 – Annexation & Rezoning – Lake County Agricultural Center –**  
37 **30205 SR 19 – First Reading**

38 Ms. Barnett read the ordinance by title only:

39  
40 **ORDINANCE 2005-05**

1           **AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF**  
2           **TAVARES BY ANNEXING APPROXIMATELY 7.58 ACRES**  
3           **LOCATED AT 30205 STATE ROAD 19; REZONING THE PROPERTY**  
4           **FROM LAKE COUNTY CFD (COMMUNITY FACILITIES DISTRICT)**  
5           **TO CITY OF TAVARES PFD (PUBLIC FACILITIES DISTRICT);**  
6           **SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS**  
7           **ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING**  
8           **AN EFFECTIVE DATE.**  
9

10 Ms. Jackson stated this is the existing Lake County Agricultural Center and Discovery  
11 Gardens parcel. It is approximately 7.58 acres located on SR 19. The Center wishes to expand  
12 their facility and requires utilities. The rezoning will be from Lake County Facilities District  
13 to City of Tavares Public Facilities District. The annexation meets all statutory requirements  
14 and the rezoning is appropriate for government facilities. Staff recommends approval.  
15 Planning & Zoning Board voted unanimously in favor. She said the ordinance also allows for  
16 an 18,000 square foot extension building and in addition require a four foot sidewalk along  
17 Woodlea Road and additional right of way for the expansion of the roadway.

18  
19 Mr. LeBlanc from Lake County stood to address Council. He said one of the reasons the  
20 request was made to annex the property was because of jurisdictional conflicts for law  
21 enforcement. He said the AG Center will be expanded by about 5,000 square feet to add more  
22 educational facilities and office space.

23  
24 Mayor Wicks asked for further comments from the audience. The Public Hearing was closed.

25  
26 **MOTION**

27  
28 **Sandy Gamble moved to approve Ordinance #2005-05, seconded by Robert Speaks. The**  
29 **motion carried unanimously 3-0.**

30  
31 **The City Council was adjourned and reconvened as the Local Planning Agency**

32  
33 **Ordinance #2005-06 – Small Scale Amendment to Future Land Use Map from Lake**  
34 **County Urban Expansion to City of Tavares Public Facilities – Recommendation to City**  
35 **Council**

36  
37 Ms. Barnett stated that a form was available at the podium to be signed by anyone wishing to  
38 receive notification from the Department of Community Affairs regarding their Notice of  
39 Intent on this amendment.

40  
41 Ms. Barnett read the ordinance by title only:



1           **CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING**  
2           **FOR AN EFFECTIVE DATE.**

3  
4 Ms. Jackson stated she had no further comments from her presentation to the Local Planning  
5 Agency. Mayor Wicks asked if anyone in the audience had comments.

6  
7           **MOTION**

8  
9           **Robert Speaks moved for the approval of Ordinance #2005-06, seconded by**  
10           **Sandy Gamble. The motion carried unanimously 3-0.**

11  
12           **Resolution #2005-05 – Florida League of Cities – Legislative Priorities**

13  
14 Ms. Barnett read the resolution by title only:

15  
16   **RESOLUTION NO. 2005-05**

17  
18           **A RESOLUTION OF THE CITY OF TAVARES, URGING MEMBERS**  
19           **OF THE FLORIDA LEGISLATURE TO SUPPORT THE FOLLOWING**  
20           **GROWTH MANAGEMENT ISSUES DURING THE 2005**  
21           **LEGISLATIVE SESSION.**

22  
23 Ms. Keedy stated the Florida League of Cities had requested that municipalities adopt  
24 resolutions supporting their growth management issues during the upcoming Legislative  
25 Session. The issues are listed within the resolution on page 8-2. If the City chooses to approve  
26 the resolution they have asked that copies be sent to Governor Bush and the Senate President,  
27 Tom Lay, Speaker of House Allen Bense and the local Lake County delegation and the  
28 League of Cities.

29  
30 Councilmember Speaks asked about the statement authorizing municipalities to legislate a  
31 real estate transfer fee for infrastructure improvements. Ms. Keedy clarified that this would  
32 allow a municipality to collect a transfer fee when a piece of real estate transfers within the  
33 City. Currently this is limited to Counties through the Department Revenue document stamp  
34 tax.

35  
36 Mayor Wicks asked for comment from the audience.

37  
38           **MOTION**

39  
40           **Sandy Gamble moved to approve Resolution #2005-05, seconded by Robert Speaks. The**  
41           **motion carried unanimously 3-0.**

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**CONSENT AGENDA**

**AUDIENCE TO BE HEARD**

Mayor Wicks asked if anyone in the audience would like to address Council.

Mr. Fred Baki stood to address Council. He said he had requested to be a volunteer Mayor about two months ago at a Council Meeting. His said his past experience qualified him for the job and that he hoped to be able to volunteer for one or two years. He distributed a memo which Council noted they had received previously from staff.

Mayor Wicks expressed appreciation to Mr. Baki and said it was not usual for someone to volunteer directly through the Council. He said the problem Council faces is how to utilize Mr. Baki’s services through the present structure of city government. He said he had suggested to Ms. Keedy that if the rest of Council is in favor, that he be authorized to set up a meeting with Mr. Baki, Ms. Keedy, and himself and discuss how best to utilize his volunteer services. He said there may also be opportunities through the Chamber of Commerce.

Councilmember Speaks stated that the Human Resources Director may have some ideas as well. He said he believed Mr. Baki is interested in being an ombudsman for the City and that that service might be of benefit to the City.

Mayor Wicks recognized T.J. Fish.

Mr. Fish, Vice Chairman of the Tavares Chamber of Commerce, stated that the Chamber would be happy to utilize his experience and expertise through its Economic Development Committee or other committees. He said they have the facilities to allow him the ability to meet with citizens. Mayor Wicks suggested that the Chamber Director and Mr. Fish might also want to participate in the meeting.

**Consensus for Mayor Wicks, Ms. Keedy and staff and members of the Chamber to meet with Mr. Baki to discuss volunteer opportunities.**

**DEPARTMENTAL TOPICS FOR COUNCIL ACTION OR DISCUSSION**

**COMMUNITY DEVELOPMENT**

**State Road 19 Corridor – Future Land Use**

1 Ms. Jackson stated that this was a follow up to the workshop held in December on the land  
2 use. She noted that the maps presented have not been changed from those presented to  
3 Council in December. Council had requested that staff look at land uses in the area and what  
4 was appropriate; evaluate the roadways, the compatibility issues, density issues, etc. One  
5 issue is property coming into the City on SR 19 on the Lake Harris side. Staff was proposing  
6 a new future land use category of Office for that property however that was before the Rhodes  
7 property came through with a higher land use density than what was recommended and before  
8 townhomes were proposed for that property.  
9

10 Ms. Jackson said staff is looking for direction as to Council's opinion on how the land uses  
11 are being applied by staff; i.e. should the proposed future land uses be used as a tool to assist  
12 applicants when they come to the City. Ms. Keedy added that the County is in the process of  
13 updating their Comprehensive Plan. She noted that Amy King of Lake County who is heading  
14 up that project was present. She said the intention is to not only get direction from Council as  
15 to how to process annexations and rezonings, but to also forward it to the County for input  
16 into how they are going to designate the area around the City. They will be revamping their  
17 map and text of their plan. It will assist the County in their planning to provide feedback as to  
18 the City's wishes for this area.  
19

20 Mayor Wicks asked how such a Future Land Use Map would be utilized. Ms. Keedy  
21 responded that the City does not have a formalized Joint Planning Agreement with the  
22 County. The purpose of the discussion is not to adopt something formally; it would be an  
23 "informal" adoption to use as basis for staff to process annexations and rezonings. This would  
24 be subject to change as staff understands that there will be requests that come in that are  
25 different from the land uses being suggested.  
26

27 Amy King, Planning Manager for Lake County Growth Manager Comprehensive Planning  
28 Division, came forward. She said the County has asked all of the cities to go through this  
29 exercise. She said the County is inviting as much feedback and input as possible to support  
30 their data gathering for their Comprehensive Plan. The County is interested in feedback  
31 regarding densities or intensities that the City wants to recommend in any area outside its  
32 boundaries.  
33

34 Mayor Wicks asked if there would be many conflicts. Ms. Jackson stated that staff had  
35 reviewed the County's map of the area and much of it is categorized as either Urban  
36 Expansion or Suburban. The City has just adopted the new land use category that will match  
37 the County's Urban Expansion for residential densities and the City has a Suburban Category.  
38 The City is proposing being more restrictive because the County Urban Expansion Land Use  
39 allows much more than just residential; it allows commercial and other types of uses. The  
40 City wants to restrict those uses by suggesting a more transitional type of land use plan. Urban  
41 Densities are in the Urban core area with the densities decreasing out towards the fringe.

1  
2 Mayor Wicks noted the County has specific criteria that goes with their Urban Expansion  
3 category. He said he was hoping to have a plan that would be compatible with what the  
4 County projected for the SR 19/561 corridor and allow the city to grow gradually out to them.  
5 He noted the Royal Harbor area had already set a boundary however. He said he hoped to  
6 have the City and the County agree on a defined JPA.

7  
8 Ms. King noted that the County is planning on changing some of the categorization of Future  
9 Land Uses. She said most of the cities use different categorization that address the uses more  
10 directly and the County staff planning to recommend that the names of the uses be more  
11 compatible between the cities and the county. Mayor Wicks asked if the County expected to  
12 change to Land Use only and eliminate zoning. Ms. King said she did not know but she had  
13 heard it come up for discussion.

14  
15 Greg Bileveau stood to address Council. He said he represented the property owner alluded to  
16 Ms. Jackson earlier. He said he wished to offer an alternative. He suggested that the City hold  
17 a visioning session or a planning charette between the city staff, county staff,  
18 councilmembers, residents, and property owners. He described it as a brainstorming session to  
19 help the city determine where they want their growth to go and what the city foresees as its  
20 land use patterns. He said his firm had just done this with Umatilla and that he is doing the  
21 same process with Fruitland Park and the City of Wildwood.

22  
23 T.J. Fish, 110 Juniper Court, stood to speak. He said he supported the visioning session  
24 described by Mr. Beliveau and offered the Tavares Chamber to help facilitate it.

25  
26 Councilmember Speaks said he would be in favor of the County establishing the land  
27 designations and the cities following suit for consistency.

28  
29 Mayor Wicks said he thought staff had done a good job with presenting the basic information  
30 and the next step needed to be determined. He said he did not envision taking any formal  
31 action with two councilmembers missing.

32  
33 Leonard Wheeler, business owner, came forward. He said he had information to share based  
34 on his background in government. He discussed a federal program called “Vision 21” which  
35 incorporates all of the waste, water, energy and fuel and brings it down to a small module and  
36 revenue center. He also mentioned the St. Johns Water Management District’s  
37 recommendations for plant life that they recommend for the purpose of conserving water as  
38 well as their technology.

39

1 Mayor Wicks noted that the City has ordinances in place for xeriscape requirements in the  
2 City and as well the City works closely with the Water Management District on efficient land  
3 use irrigation programs and water saving devices.  
4

5 Mayor Wicks suggested that the Council consider a formal workshop. He said he had  
6 participated in the workshop in Umatilla with Mr. Beliveau and that it might be a benefit.  
7

8 **Consensus to proceed. Mayor Wicks said he would discuss this process with Ms. Keedy**  
9 **at the staff.**

10  
11 **Chapter 8 – Zoning – Land Development Regulations**  
12

13 Ms. Jackson noted that the Land Development Regulations began to go under review about  
14 three years ago and has been through staff review and has now been looked at again. She said  
15 staff's goal is to get some of the chapters adopted within the next few months. She said she  
16 would review the proposed changes and asked that Council consider that information and then  
17 another date will be set for further discussion regarding the zoning code.  
18

19 Mayor Wicks said he agreed that this is a chapter that warrants more intense scrutiny by  
20 Council. He suggested that Ms. Jackson hit the high points. He said he liked the structure and  
21 it appeared to be more user friendly.  
22

23 Ms. Jackson reviewed the following changes:  
24

- 25 • Change in the format to put all issues on any one subject in one place
- 26 • Most of the front end is the same however there are proposed nomenclature of  
27 some of the zoning districts; i.e. Mixed Use. Currently there is a Mixed Use  
28 Neighborhood and a Mixed Use Neighborhood. The proposal is to combine into one  
29 district called "Mixed Use."
- 30 • Districts: The districts are supposed to be applied to areas that are transitioning from a  
31 true residential district to offices uses, or small commercial businesses, etc. The way  
32 they are constructed now would allow inappropriate commercial as there is not enough  
33 control on size or intensity.
- 34 • Currently there are three Planned Development Districts: Planned Commercial,  
35 Planned Unit, and Planned Industrial. The proposal is to rename them all to Planned  
36 Development District. She said she still needed to add in some combination of  
37 regulations that could be applied to a planned development district.
- 38 • Current Commercial Districts are C1A and C1. The C1 is the less intense commercial  
39 district. Proposal is to change the C1A to C2
- 40 • Page 6 of 41, Section 8-11 – a short description of each district has been added

- 1 • Page 8 of 41, new section called Accessory Uses and Structures. Because this has been  
2 spread out through the code it will be easier to enforce. In addition these specifications  
3 have been strengthened because of some previous problems.
- 4 • Page 10 of 41 – Walls, Fences and Hedges – the specifications have been centralized  
5 and have been made a little stronger with the goal of preventing chain link and barbed  
6 wire fencing from being located in the downtown area or commercial areas along US  
7 441.
- 8 • Page 12 of 41 – Dumpster Enclosures – new to the code. Architectural standards  
9 require dumpster enclosures now. For existing developments they were not required or  
10 they put up wood enclosures which become dilapidated in a very short period of time.  
11 That standard is now being applied city-wide. It will require all commercial  
12 developments to enclose their dumpster within two years of adoption of the ordinance.  
13 Permit fees. will be waived as an incentive.
- 14 • Page 13 of 41 – Section C - Construction clause for temporary offices for subdivisions  
15 has been added.
- 16 • Page 13 of 41 – Section D – Outside Sales – This information has been adopted  
17 already
- 18 • Page 16 of 41 – Home Occupations – This is a new section
- 19 • Page 17 of 41 – Section F – Wireless Communications – This is already in the code;  
20 no changes proposed
- 21 • Page 23 of 43 – The development standards, uses, etc. have been put in Tables so it is  
22 easily found and compared to other zoning districts.
- 23 • There are also proposals for changes in densities. With the Comp Plan update,  
24 densities were changed but they did not follow in the zoning districts. She reviewed  
25 some of the zoning changes:
  - 26 **RSF-A** – 3 dwelling units per acre; no change
  - 27 **RSF1** - 5.6 dwelling units per acre –that can go into the low density, moderate  
28 density or medium density future land use designations which allow ascending  
29 densities up to 12 dwelling units per acre.
  - 30 **RMF 2** – a 12 dwelling unit per acre zoning district; it would be allowed in  
31 medium density and high density future land use, high density having the lowest  
32 density would be 12 dwelling units per acre.
  - 33 **RMF 3** – Currently the code allows 18 dwelling units per acre; however the  
34 Future Land Use allows 12 to 25. The proposal is to match the Future Land Use  
35 category

36  
37 Mayor Wicks said there had been discussion regarding increasing the residential densities in  
38 the CRA. He asked if that would require a Comprehensive Plan amendment. Ms. Jackson  
39 answered in the affirmative, stating that the current cap is 25 units per acre. It would require a  
40 land use amendment either to the whole area or to a specific area. Mayor Wicks said this may

1 need to be considered in terms of the redevelopment potential that may be forthcoming in this  
2 area. Ms. Keedy agreed that there will probably be requests to raise that density eventually.

3  
4 **MHP and MH Subdivision** – The densities were different from each other and  
5 from the Future Land Use; the proposal is to make them compatible  
6 Mixed Use Neighborhood – a maximum density of 12 units per acre; no change  
7 **C2** – Currently allows multi family at a maximum of 12 units per acre, however  
8 that conflicts with the Commercial Future Land Use Designation which it needs to  
9 go in. The suggestion is to change it from 12 to 25 and the Commercial  
10 designation be changed to 25 dwelling units per acre. This would encourage  
11 apartment buildings to go in the commercial designation and they would be  
12 allowed in C2. This would not allow single family or lower density multi family  
13 in a commercial designated area.

14  
15 Mayor Wicks said he wondered about a Planned Commercial Zoning if the city is going to  
16 receive requests for a mix of the residential and commercial. Ms Jackson said that would be  
17 the purpose of planned development language to allow flexibility but still protect the integrity  
18 of the land use category.

19  
20 **C1** – Currently single family up to 8 dwelling units per acre is allowed and multi  
21 up to 18 – the proposal is to allow no residential densities in C1, to allow it to act  
22 as a more transitional land use

23  
24 Ms. Jackson stated she has not included an Office zoning designation but would add  
25 that if the Office Land Use is adopted.

- 26  
27 • Table 8-2 – All the uses and other additional uses have been added to the zoning  
28 districts. The table shows what is permitted or what is a special use in the district. The  
29 parentheses include numbers to help the user understand what additional rules might  
30 go along with that use and that district. Mayor Wicks asked how staff would determine  
31 a use that is not listed. Ms. Jackson answered that staff look for the closest fit and then  
32 makes a determination if that is a compatible use and in some cases it will require a  
33 change in the zoning ordinance.

34  
35 Councilmember Speaks asked about the phrase regarding Schools and Churches and  
36 “attendant” facilities. Ms. Jackson answered that this is would be a church with a school  
37 attached that is open five days a week and would have more impacts.

- 38  
39 • Table 8-3 – Development standards such as setbacks, building heights, yard  
40 requirements, living area, etc. This table is not complete. She said she still needs to  
41 add duplexes and townhomes, etc. It is the Mayor Wicks noted there had been a

1           problem in the past with conflict between the building setback and a buffer, and that it  
2           needed to cross checked with the landscape buffers.  
3

4           Mayor Wicks asked about the review schedule for the other chapters in the LDR. Ms. Jackson  
5           responded that this is the 5<sup>th</sup> main chapter to be reviewed and that landscaping, signage, and  
6           the subdivision chapters will be also need to be reviewed. The construction specifications  
7           manual also needs to be adopted. She said the other chapters can be adopted as time permits.  
8

9           Mayor Wicks expressed appreciation to staff for their work on this project and asked that it be  
10          kept moving forward. Mayor Wicks asked for comment from the audience and noted they  
11          were available to anyone interested.  
12

13          **COMMUNITY SERVICES**

14          **POLICE DEPARTMENT**

15          **FIRE DEPARTMENT**

16          **PUBLIC WORKS/GENERAL SERVICES**

17          **FINANCE**

18          **ADMINISTRATION**

19          **REPORTS**

20          **Councilmember Gamble**

- 21           • Asked if anyone who signed up for Babe Ruth needed funding  
22

23          Ms. Saladin noted that there were scholarships available but she did not know if anyone had  
24          requested sponsorship. Mayor Wicks asked how they are funded. Ms. Saladin said the Babe  
25          Ruth Boosters assist with the funding.  
26

- 27           • Discussed setting aside special funds to assist with impact fee waiving requests similar  
28           to what had been requested by Habitat. Ms. Keedy said if this was done, the criteria  
29           used by the County could be utilized to determine financial needs  
30           • Stated he had contacted Ms. Keedy about signs and that he had received an email from  
31           staff about the status and he appreciated that information  
32           • Tavares Elementary School fence design project: Councilmember Gamble said the  
33           main concern is the ability to secure the campus in a lock down situation. He said  
34

1 three options had been discussed and that the third option was to go out to Medford  
2 and Clifford and attach to the existing fencing on Medford and put gates along the area  
3 and enclose the park. It will probably not happen this year because of parking  
4 concerns for Babe Ruth. He said he had emailed the options to Ms. Keedy for staff  
5 review even though the city has no jurisdiction. He said the school would like staff  
6 input and he had been asked by the principal to bring this to the city's attention.  
7

8 Ms. Keedy said she could understand the need for school security and that people who use the  
9 park need to use the park facilities and not the school's. She said she thought it would be  
10 better to fence the school property off.  
11

### 12 **Councilmember Speaks**

- 14 • Expressed appreciation to the General Services Department for their work on fixing  
15 the signs
- 16 • Shopping Center off Delaware – asked about status  
17

18 Ms. Jackson said they had just submitted for a fence permit which has been approved  
19

- 20 • 18-wheelers are being parked in the shopping center parking lot between the post  
21 office and the end of the mall and running their refrigeration units during the night.  
22

23 Chief Lubins stated the police could address the noise issue but the parking would be up to the  
24 individual property owner.  
25

- 26 • Stated he had received comments that the city should have a generator at every lift  
27 station. He said as far as he knew the city had only had one house that was affected but  
28 he wanted to be sure that was correct.
- 29 • Asked if the current code required backflow prevention devices. Mr. Mercer that the  
30 requirement for all new houses is for cleanouts. Councilmember Speaks asked if that  
31 would be addressed in the Hurricane training. Ms. Keedy stated it will be addressed,  
32 • Golf Carts – stated he was seeing more and more golf carts in the streets.  
33

34 Chief Lubins said this was a police enforcement issue and would be addressed.  
35

- 36 • Asked if information had been given out regarding the city being open on Presidents  
37 Day and maintaing regular garbage pickup/  
38

39 Mr. Mercer said he had not received any complaints but that a notice can be put out next year  
40 for clarification.  
41

1 **City Administrator**

- 2
- 3 • Asked for direction on the County’s space study and their parking situation. She said  
4 she had heard it would be on the agenda next week and she planned to attend. She  
5 said they have not shown a remedy for parking downtown in any of their scenarios  
6 and that there had been some opinion expressed that if the county buildings move out  
7 of the downtown it will not be needed.  
8

9 Mayor Wicks said he had spoken to Commissioner Stivender who had indicated that she  
10 wanted the city to stay involved in the process and that she wanted the city to be consider a  
11 proposal for commercial type uses in the parking garage ground floor.  
12

13 **Consensus for Ms. Keedy to attend the Commission meeting and speak in support of the**  
14 **parking garage.**

- 15
- 16 • Reminded Council of upcoming Art in the Square, February 25, African American  
17 Festival on February 26, and City Council Meeting next Wednesday at March 2 (back  
18 to normal schedule)  
19

20 **Mayor Wicks**

- 21
- 22 • Noted that he had received a copy of the Interlocal Agreement regarding Water  
23 Alliance that had been signed by the City of Eustis  
24

25 Ms. Keedy stated that this interlocal agreement would be presented in the next Council  
26 agenda.  
27

- 28 • Stated he would be unable to attend the African American Heritage Festival and  
29 requested that another councilmember make the introductory remarks on his behalf.  
30

31 Councilmember Gamble agreed to attend and make the opening remarks.  
32

33 **Adjournment**

34 There was no further business and the meeting was adjourned at 7:20 p.m.  
35

36 Respectfully submitted,  
37  
38

39 \_\_\_\_\_  
40 Nancy A. Barnett  
41 City Clerk