



APPROVED 8/7/2025

MINUTES

Local Planning Agency Meeting

5:45 PM – Thursday, July 17, 2025 – City Hall

Call to Order: 6:01 p.m.

Acknowledgement of Quorum and Proper Notice

PRESENT: Vice Chair Gary Ashcraft, Michael Holland, Emily Lee, George Asbate and Chairman Willie L. Hawkins

1. Approval of Minutes

1.1 June 19, 2025 Local Planning Agency Meeting

Motion made by Mr. Holland, Seconded by Vice Chair Ashcraft, to approve the Minutes. Motion passed on the following vote:

Voting Yea: Vice Chair Ashcraft, Mr. Holland, Ms. Lee, Mr. Asbate, Chairman Hawkins

2. Consideration with Discussion, Public Hearings and Recommendation

2.1 Ordinance Number 25-14: 2025-CPLUS-04 Comprehensive Plan Map Amendment associated with Annexation of Parcels with Alternate Key Numbers 3862860 and 1193532

Jeff Richardson, Deputy Director of Development Services, presented Ordinance Number 25-14 (2025-CPLUS-04). He reviewed the request, including property owner, applicant, and annexation of 6.18 total acres, site location, and evaluation of the request to change the future land use designation from Urban Medium in Lake County to Urban Residential in the City.

The Commission questioned if it creates an enclave with Mr. Richardson explaining it is already in an enclave but it does reduce the large enclave to a number of smaller enclaves.

Mr. Richardson completed his review of staff's analysis of the request and stated staff's recommendation to transmit Ordinance Number 25-14 to the City Commission for consideration.

The Commission asked for a comparison of the densities between the County designation and the proposed with Mr. Richardson stating the County designation allows up to seven units per acre, which is their maximum, and the City's designation allows up to 12 units per acre. Discussion was held regarding the density with Mr. Richardson noting that the surrounding parcels are also Urban Residential and MCR which also has a maximum of 12 units per acre. He indicated that the net acreage would probably be less.

The Commission discussed the code enforcement violations on the site.

Motion made by Mr. Holland, Seconded by Vice Chair Ashcraft, to transmit Ordinance Number 25-14 to the Commission for consideration. Motion passed on the following vote:

Voting Yea: Vice Chair Ashcraft, Mr. Holland, Ms. Lee, Mr. Asbate, Chairman Hawkins

2.2 Ordinance Number 25-17: 2025-CPLUS-05 Comprehensive Plan Map Amendment Associated with Annexation Parcels Alternate Key Numbers 2704365, 1214041, and 3803090

Mr. Richardson reviewed Ordinance Number 25-17 (2025-CPLUS-05) including the property owner, applicant, annexation of 66.55 total acres for large scale comprehensive plan map amendment, site location, and evaluation of the request to change the future land use designation from Urban Low in Lake County to Suburban Residential in the City. He noted that it is a large scale amendment and provided an overview of the property. He indicated the property does contain some wetlands and commented on the possibility of the applicant having to conduct a floodplain study. He explained that limitations would be put in at the time of the concept plan and PUD agreement.

The Commission asked about any impact on Hicks Ditch with Mr. Richardson responding that staff has not received any development plans at that time.

Mr. Richardson continued his review of staff's analysis of the proposal. He stated the requested land use designation is consistent with the surrounding area; therefore, staff is recommending transmittal to the Commission for consideration.

Mr. Ashcraft asked if they can ask what the plans are for the property prior to annexation with Sasha Garcia, City Attorney, responding they can ask but the applicant does not have to respond as long as they meet all of the code requirements.

Major Stacey stated they will be proposing a single family development with less than four units per acre. He stated there is a cattle pond in the middle which is a low quality wetland and that would be impacted; however, the wetlands to the north is part of a surface water system that drains from the north side of 44 and runs through the property. He indicated there are two twin pipes that go to the west. He stated that the design right now is for 3.5 dwelling units per acre.

Mr. Asbate questioned what assurances the City has that will remain the same with Mr. Stacey responding that is a legal question; however, their intention is not to go above that.

Vice Chair Ashcraft asked if the City had completed the amendments to the Land Development Regulations with Ms. Garcia explaining the state legislature has issued a moratorium on any updates to LDRs for any City impacted by certain hurricanes until October 1, 2027 unless the legislature changes that.

Vice Chair Ashcraft commented on the legislation and stated that it appears to only apply to existing developments that were impacted by the storm. He expressed support with going ahead and proceeding with completing the revisions while awaiting on a clarification.

Attorney Garcia responded that moving forward may be considered a violation. She stated they could request an opinion from the Attorney General. She indicated the annexation was submitted prior to the moratorium and could be processed.

Discussion was held regarding whether or not the density could change.

Attorney Garcia indicated she would try to get an opinion. She noted that there is a resolution on the Commission agenda that night to confirm the City's intent to comply with the legislation.

Further discussion was held regarding not having an enforceable agreement that the density would not be increased.

Major Stacey noted the developer held a community meeting. He stated he had a thumb drive that provides more information. He offered to hold individual meetings with the boardmembers.

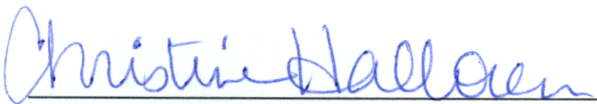
Discussion was held regarding tabling the item with Attorney Garcia suggesting they could transmit to the Commission and then have further discussion. It was confirmed that if the LPA tables it, then it will be brought back to the LPA, not the Commission.

Motion to table made by Vice Chair Ashcraft, Seconded by Mr. Holland. The motion passed on the following vote:

Voting Yea: Vice Chair Ashcraft, Mr. Holland, Ms. Lee, Mr. Asbate, Chairman Hawkins

3. Adjournment: 6:30 p.m.

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


CHRISTINE HALLORAN
City Clerk


WILLIE L. HAWKINS
Mayor/Commissioner