



AGENDA

City Commission Meeting

6:00 PM – Thursday, June 19, 2025 – City Hall

Invocation: Moment of Silence

Pledge of Allegiance: Commissioner Emily Lee

Call to Order

Acknowledge of Quorum and Proper Notice

1. Agenda Update

2. Approval of Minutes

2.1 Approval of Minutes

May 15, 2025 City Commission Workshop: Eastern Utilities

June 5, 2025 City Commission Meeting

3. Presentations

3.1 Eustis Junior Panthers

3.2 Fire Department Badge Pinning

3.3 Optimus Energy Solutions

3.4 Presentation by G3C2

4. Appointments

4.1 Appointment to the Eustis Housing Authority (EHA) – One Commissioner

5. Audience to be Heard

6. Consent Agenda

6.1 Resolution Number 25-42: Commercial Lease with Lake Eustis Properties, LLC

6.2 Resolution Number 25-46: Authorizing Multiple Annual Purchases in Excess of \$100,000 for Services Provided by RCM Utilities, Inc. for the Eustis Public Utilities Department

7. Ordinances, Public Hearings, & Quasi Judicial Hearings

7.1 Resolution Number 25-48: Authorizing Temporary Donation of Office Space to U.S. Representative

7.2 Resolution Number 25-49: Subrecipient Agreement with Seminole County Sheriff's Office – HIDTA Program

7.3 Ordinance Number 25-09: Proposed LDR Amendments for Changes in the Use Regulations Table, adding Master Planning requirements for properties over 300 acres in all Design Districts and providing Subdivision Regulations and Design Guidelines for Suburban Residential (SR) Properties

7.4 Explanation of Ordinances 25-10, 25-11 and 25-12 for Annexation of Parcels with Alternate Key Numbers 3957568, 3955767, and 3950680

Ordinance Number 25-10: Voluntary Annexation

Ordinance Number 25-11: Comprehensive Plan Amendment

Ordinance Number 25-12: Design District Assignment

FIRST READING

Ordinance Number 25-10: Voluntary Annexation

7.5 **FIRST READING**

Ordinance Number 25-11: Comprehensive Plan Amendment Changing the Future Land Use Designation of Recently Annexed Real Property for Parcels with Alternate Keys 3957568, 3957567, and 3450680

7.6 **FIRST READING**

Ordinance Number 25-12: Assigning the Suburban Corridor Design District Designation to Recently Annexed Real Property with Alternate Key Numbers 3957568, 3957567, and 3450680

8. Future Agenda Items and Comments

8.1 City Commission

8.2 City Manager

8.3 City Attorney

8.4 Mayor

9. Adjournment

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

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



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Approval of Minutes

May 15, 2025 City Commission Workshop: Eastern Utilities

June 5, 2025 City Commission Meeting

Introduction:

This item is for consideration of the minutes of the Eustis City Commission Workshop and City Commission Meeting.

Recommended Action:

Approval of the minutes as submitted.

Prepared By:

Mary C. Montez, Deputy City Clerk

Reviewed By:

Christine Halloran, City Clerk



MINUTES

City Commission Workshop: Eastern Utilities

4:00 PM – Thursday, May 15, 2025 – City Hall

Call to Order: 4:01 p.m.

Acknowledgement of Quorum and Proper Notice

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

1. Workshop Item with Discussion and Direction

Rick Gierok, Public Works Director, briefly reviewed the previous workshops regarding Eastern Utilities from January 2024 and July 2024 and noted challenges with expansion in and out of town. He noted the financial rate study review undertaken by Raftelis. He stated that staff asked them to provide an analysis of costs, expenditures, and revenues for both sections of the system. He stated that their analysis indicates the City is upside down and needs to make a decision. He stated the City reached out to U.S. Water for recommendations on the three options available to the City as follows: 1. Continue to operate as is; 2. Explore public to private transaction; and 3. Explore public to public transaction.

Mr. Gierok introduced the representatives from U.S. Water: Gary Deremer, President and CEO; Chris Saliba, Vice President of Operations and Maintenance; and Troy Rendell, Vice President of Investor-Owned Utilities, who each provided a brief review of their experience. Mr. Deremer explained that, in order to avoid any conflicts of interest, they would not be a possible buyer if the City decides to sell the system. They also would not be able to represent the City in a public-to-public transaction.

Mr. Saliba explained U.S. Water is primarily an operations and maintenance firm, and they are the largest water and wastewater O&M provider in Florida. He indicated they are also licensed general underground electrical contractors. He provided an overview of some of their transactional and operational experience. He explained why their study results may be different than Raftelis and commented on their work in conjunction with Raftelis.

Mr. Saliba reviewed the list of acquisitions they have been involved in over the years in Florida and what their relationship was in each of those. He provided a review of Raftelis' cost allocation analysis and U.S. Water's operational review and explained their evaluation of the system, the budget analysis of both systems, and their analysis of the 25% surcharge impact. He stated that the sale of the eastern utilities would result in the reduction of only one full-time operator position. He then explained the effect on the General Fund Transfer if the City sells the eastern utilities.

Mr. Saliba then reviewed the three options as follows: 1) Retain the Eastern Utility Systems; 2) Sale to a Private Investor; and 3) Public to Public Transaction (e.g. FGUA, City, County, or Utility District.

Review of Option #1 - Retain Eastern Utility System

Mr. Saliba explained that their recommendation is for the City to retain the Eastern Utility System. He reviewed the advantages and disadvantages for the retention of the eastern utilities and stated it would be a benefit to both inside and outside City residents.

Review of Option #2 - Sale of eastern utilities to a private investor

Mr. Saliba reviewed the advantages and disadvantages of Option #2 - Sale of the eastern utilities to a private investor. He noted that sale would be overseen by the Public Service Commission.

Troy Rendell explained the difficulties in evaluating the system for this type of sale and reviewed the process that would be utilized. He cited the need for a reclaimed or effluent disposal agreement.

Review of Option #3 - Public to public transaction

Mr. Saliba reviewed the advantages and disadvantages of Option #3 - public to public transactions and commented on the possible creation of a special utility district. He discussed the current rates and potential rate impact and provided a comparison with other utilities' rates.

Gary Deremer explained the rates from a previous Aqua utility transaction and their rate bands. He commented on the importance of keeping the rates affordable for residents. He explained how the investment companies increase their revenues and how FGUA purchased the Aqua Utility systems. He noted that regulated systems tend to have higher rates. He further commented on the benefits to out-of-city customers. He stated there are ways around the 25% surcharge on the out-of-city customers, but they have to be careful. He explained the difference between public and private transactions and the effects on the rates.

Mr. Deremer stated they have to keep in mind if what they are doing is in the public interest. He explained how they reached their final recommendation including the following: 1) financial stability of the system and ratepayer protection; 2) operational efficiency and expertise; 3) infrastructure investment and upgrades; 4) regulatory compliance and oversight; 5) community engagement and transparency; and 6) long-term sustainability and resilience.

Discussion was held regarding the financial summary for retention of the eastern utility systems with Mr. Saliba providing an overview. He noted that the majority of growth will be in the eastern service area. He stated that the revenue growth does outpace the expense growth based on the growth identified in the agreements.

Mr. Saliba reviewed their final recommendation for the retention of the ownership of Eastern Utilities. He highlighted lower operating costs for all customers, preservation of operational synergies, maintaining control over future growth, protecting general fund transfers, leveraging existing infrastructure investments, preserving local authority, preserving local accountability and services standards, enabling strategic use of grants and funding, avoiding long-term rate uncertainty, and supporting economic development.

The Commission noted that the City limits are not yet out there with Mr. Saliba responding that the City can use SRF funds for those improvements.

The Commission agreed those are Eustis customers even if they aren't within City limits. Discussion was held regarding how the other options would increase rates for the eastern customers. It was noted that under either of the other scenarios, the City would have to negotiate an agreement for the reclaimed water.

Tom Carrino, City Manager, stated that the sale of the system would result in higher rates for both the eastern customers and the in-city customers. He explained why that would occur due to the transfer to the General Fund being partially subsidized by the eastern customers.

Mr. Deremer commented on the long-term effect on the rates due to a short fall in the operating costs.

Commissioner Holland asked for information regarding creation of a special utility district with Mr. Deremer stating that, depending on how they set it up, they would be able to divest all of the utility

into a district which would enable them to develop a fair purchase price for the utility and pull the sales revenue into the General Fund. He recommended they look at the City of Rivera Beach.

Commissioner Ashcraft asked if the City would have to have a specific reason to give to the Public Service Commission with Mr. Deremer responding negatively.

Commissioner Holland commented on the possibility of the utility surcharge going away.

Further discussion was held regarding the special district with Mr. Deremer indicating he could send information to the City regarding special districts and connect them with the City Manager from Rivera Beach.

Mr. Carrino commented on how City employees would still need to operate the facilities with Mr. Deremer indicating that Rivera Beach transferred all of their assets into the special district and then they have a contract for operating the special district and the special district board is the city government.

Mr. Deremer insisted that the governing principle is that the City's rates must be fair and equitable. He indicated that the City's rates are a little upside down. He stated that the City needs to make sure those customers pay proportionally. He further commented on how the special district could be set up.

Further discussion was held regarding the need to control costs versus increasing revenue and what would be the impact on rates if both utilities were in one special district.

Discussion was held regarding the creation of a special utility district with Mr. Carrino confirming that staff will obtain additional information on that issue. He explained what prompted the discussion regarding the eastern utility system. He confirmed that the intent now would be to retain the eastern utility plant, continuing with business as usual, honoring all development agreements and bringing on those customers they can through those agreements versus creating a special utility district.

Commissioner Ashcraft stated his understanding that the City was not going to enter into development agreements unless they were going to annex into the City.

Mr. Carrino informed the Commission that the City has two pending development agreements. They have an existing agreement with Sorrento Pines and they are working through the County for land use approval. There are two pending agreements one with White Rose on SR 44 and one with Sunterra at SR 46 and 437. Those were initially on hold. With those two projects, the City is getting close to capacity at the eastern plant for sewer so the City would not be considering any new development agreements for that plant.

Mr. Gierok confirmed that those projects would bring them to about 95% capacity. He then confirmed that the in-City plant has capacity available.

Commissioner Ashcraft asked if the City would consider new development agreements for that plant.

Mr. Carrino explained that anyone being served by the main plant is either contiguous or there is possibility of contiguity.

Commissioner Ashcraft asked about the proposed development in Grand Island with Mr. Carrino responding they would be required to sign an annexation agreement. He explained they would be required to annex once they became contiguous. He noted that the City just completed a \$13 million expansion of the main plant. The purpose of the expansion was to handle the City's agreement with Umatilla, any future expansion at Florida Foods and to handle any growth in and around the current City limits.

Mayor Hawkins confirmed there is a consensus to retain the eastern plants and explore creating utility district.

Mr. Carrino commented on the work done so far by U.S. Water and noted anything exceeding purchasing limits would have to come back to the Commission. He confirmed that the Commission was happy with their work thus far.

Commissioner Lee asked if they are looking at what needs to be done to prevent the deficit with Mr. Carrino responding there is no deficit. He explained that, when Raftelis looked at the City's system, they divided things up by usage only. They have since determined that the City is not operating at a deficit but actually at a surplus. The eastern customers are actually somewhat subsidizing the in-City customers.

Mr. Deremer suggested they could set up special districts for each development. The City could then sell wholesale services to each district at 100% of their costs.

Commissioner Holland recommended the Commission authorize staff to work with U.S. Water and bring it back to the Commission.

Mayor Hawkins asked if the language in the existing agreements would have to be changed with Mr. Deremer stating they could look at that. He indicated that would be a legal question.

Mayor Hawkins cited the pending development agreements with Mr. Gierok explaining that when they get to 80%, the City has to provide to DEP their plans for any expansion. He commented on the expansion project as it related to the County's proposal for an ISBA. He clarified that there are actually five developer agreements. He stated that they are legally binding documents.

Mr. Carrino stated that the development-specific special districts with wholesale agreements would be very different than what the City has done in the past and would apply to two of the pending developments. He noted there are not any agreements in place for those yet.

Mr. Deremer explained they would have capacity funds and user rates for those plants with existing capacity. When a new developer comes in that will require expansion, the developer would have to fund the plant and then turn it over to the City. He suggested they can tell the developer that the City will not impact the City residents, so they have to build the plant and then turn it over to the City. He then stated there is also a new practice that is looking for ways for developers to deficit fund the operating shortfall until there are sufficient customers to pay for operating the plant. He stated that they need to be careful how they negotiate the developer agreements in order to protect the City going forward.

2. Adjournment: 5:23 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



MINUTES

City Commission Meeting

6:00 PM – Thursday, June 05, 2025 – City Hall

Invocation: Moment of Silence

Pledge of Allegiance: Commissioner Michael Holland

Call to Order: 6:00 p.m.

Acknowledge of Quorum and Proper Notice

PRESENT: Commissioner Michael Holland, Commissioner Emily Lee, Commissioner George Asbate, Vice Mayor Gary Ashcraft

ABSENT: Mayor Willie L. Hawkins

1. Agenda Update

Tom Carrino, City Manager, announced that due to an advertising issue Ordinances 25-10, 25-11 and 25-12 would not be heard.

2. Approval of Minutes

May 6, 2025 City Commission Workshop: Master Plan

May 8, 2025 City Commission Workshop: Master Plan

May 15, 2025 City Commission Meeting

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve the Minutes. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Commissioner Asbate, Vice Mayor Ashcraft

3. Presentations

3.1 America In Bloom Update

Commissioner Lee reported that staff had been touring with the America in Bloom advisors. She introduced Kristina Whitney and Michael Thompson and explained the City would receive an evaluation and report from them with suggestions for improvement.

Kristina Whitney, American In Bloom Board Member and an advisor, provided an update on the City's program. She complimented the City on the progress that has been made and cited upcoming changes to the Clifford House. She thanked them for the welcome they have received. She explained that Mr. Thompson was absent due to them getting lost so he had dropped her off to give the presentation.

Commissioner Asbate commented that the AIB advisors are volunteers and thanked them for their efforts.

Commissioner Lee noted the artwork on display in City Hall and the recent artwork on the outdoor electrical boxes. She stated there are six artists who are participating in the program and thanked them for their work. She announced that they visited The Bee Shop that day and

thanked everyone that had welcomed the advisors and all of the activities. She encouraged anyone who wants to participate or volunteer with the program to contact the City.

3.2 Lake Economic Area Development (LEAD)

Al Latimer, Economic Development Director, introduced LEAD representatives - Heather Shubirg, LEAD Chief Growth Officer leading regional marketing efforts; Ray Villegas, Vice President of LEAD & Stakeholder Relations and entrepreneurial development; and Mike Kelly, Director of Business Retention & Expansion, who assists existing area businesses to grow.

Ms. Shubirg explained what is the LEAD Partnership and thanked their partners. She noted the 2024-2025 LEAD Executive Committee, Board of Directors and the LEAD Team. She explained why economic development matters including job creation, higher wages, improved quality of life, business growth, stronger communities and innovation and investment. She detailed their structured approach with three pillars for economic development with business creation, business attraction and business retention and expansion for healthier communities resulting in more jobs, stronger wages, and a balanced tax base. She commented on their interest in transportation, manufacturing and agribusiness. She discussed the LEAD marketing outreach efforts, including 1 Million Cups and other events.

Vice Mayor Ashcraft and Commissioner Asbate thanked the LEAD representatives for their efforts on behalf of Lake County and Eustis.

Commissioner Lee noted AIB Advisor Michael Thompson had joined the meeting. Mr. Thompson thanked the Commission for inviting America in Bloom to the City. He complimented the Commission on what they were able to see in the City and commented on how they may be able to provide recommendations on how to leverage horticulture and other environmental initiatives to help improve their economic development.

4. Audience to be Heard

Danielle Olivani, Lake County Pride President, asked the City Commission to issue a proclamation declaring June as Pride Month or a day to celebrate Pride and submitted a draft proclamation to the Commission. She asked that it be placed on the next meeting agenda for discussion.

Daniel DiVenanzo commented on the FDOT project. He stated he receives calls from residential and commercial tenants in the area regarding the FDOT project's effect on local businesses. He cited a number of multi-generational businesses. He emphasized the need for accommodations to be made for the drugstore to be able to have curbside pick-up. He also expressed concern regarding the intensity of the flashing crosswalk lights. Mr. DiVenanzo then noted the unfinished work in the downtown area and asked for a planting schedule. He expressed concern regarding some leaning streetlight poles and asked for assistance from Public Works.

Tricia Nicholson, Vice President of Lake County Pride, commented on their last four years addressing local municipalities to request issuance of a proclamation for Pride month. She cited the following cities as having issued the proclamation: Mount Dora, Leesburg, Lady Lake, Mascotte and Groveland.

George Warren, owner of Bay Pharmacy, thanked Mr. DiVenanzo for his comments. He expressed his disappointment in not keeping open the curbside option and asked for the City's continued assistance in working with FDOT and getting the project completed. He encouraged the Commission to inform the public about how beautiful the downtown will be after the project is completed.

Vice Mayor Ashcraft commented on the amount of work left on the FDOT project. He explained the project would not be completed until about October. He stated the landscaping would be done at the end of the project.

5. Consent Agenda

Vice Mayor Ashcraft pulled for discussion Item 5.1 Resolution Number 25-40 Approving an Expenditure in Excess of \$100,000 for pavement management program services.

5.2 Resolution Number 25-41: Orlando Health Free Standing Emergency Room (2024-SP-02DP) Extension of Time

Motion made by Commissioner Holland, Seconded by Commissioner Asbate, to approve Resolution Number 25-41. Motion passed by the following vote.

Voting Yea: Commissioner Holland, Commissioner Lee, Commissioner Asbate, Vice Mayor Ashcraft

6. Ordinances, Public Hearings, & Quasi Judicial Hearings

6.1 Resolution Number 25-40: Approving an Expenditure in Excess of \$100,000 for Pavement Management Program Services

Sasha Garcia, City Attorney, read Resolution Number 25-40 by title: A Resolution of the City Commission of the City of Eustis, Lake County, Florida; approving an expenditure in excess of \$100,000 for pavement management program services.

Rick Gierok, Engineering Director, reviewed the history of the Pavement Management Program and how it is used to analyze the condition of the City's roads and prioritize work on the roads. He stated that a road's condition drops approximately 2% each year once it is paved. He explained at what point it is recommended to redo a road and added that it is recommended that a new analysis be conducted every seven years and it has been thirteen years since the City last conducted a survey. He explained what is included in the analysis to produce the Pavement Condition Index (PCI) and how they determine the condition of each road. He noted that the City's road striping is in bad shape and stated he was unsure why some striping is failing faster than it should. He indicated he would be having them include reflectivity tests on the striping as well.

Mr. Gierok then commented on their utilization of Kimley Horn to perform the study and indicated they would provide the information in a format so it can be pulled directly into the City's GIS system.

Vice Mayor Ashcraft asked who paid for the previous study with Mr. Gierok explaining they piggybacked off a bid done by the MPO, but the City paid for the study. He then explained that the study would be block by block and they could color code the condition within the City's system. He noted that Kimley Horn is on a continuing engineering contract with the City. He stated they have a separate pavement management group and explained their expertise.

Vice Mayor Ashcraft asked why it could not be done in-house with Mr. Gierok explaining the required equipment, time and expertise involved in doing the study.

Vice Mayor Ashcraft asked what percentage of the roads in the previous study have been completed with Mr. Gierok explaining that the roads continue to degrade. He stated that the majority identified 12 years ago have been completed except for the concrete based roads. He further explained that the study is required to identify roads that have since degraded and require improvement. He emphasized the need for them to catch the roads

before they get into base failures. He stated the study will get the City through the next ten years. He noted that the previous study indicated the City needed to budget approximately \$1 million per year for maintenance just to keep even. He stated they have kept it to \$400,000 per year by doing the roads inhouse.

Discussion was held regarding the cost of the study versus the need for the study with Mr. Gierok emphasizing his inability to do the study.

Mr. Carrino explained that staff is asking to spend \$300,000 in order to guide \$5 million in investment over the next ten years. He stated it will allow the City to spend its money more wisely. He noted that when the study was done previously by VHB it cost \$400,000; however, Kimley Horn has only proposed \$298,000.

Discussion was held regarding various studies done by the City that cost the taxpayers money but the information is not utilized. It was confirmed that the study is already budgeted and in the CIP.

Attorney Garcia opened the public hearing at 7:01 p.m. There being no public comment, the hearing was closed at 7:01 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-40. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Commissioner Asbate, Vice Mayor Ashcraft

6.2 Resolution Number 25-34: Garage setback variance for property at 501 Jackson Street

Attorney Garcia read Resolution Number 25-34 by title: A Resolution of the City Commission of the City of Eustis, Florida; granting approval for a variance to the City of Eustis Land Development Regulations Section 110-4.1 to allow a primary street garage setback of approximately 11 feet to permit the construction of a garage on a legally conforming estate lot at 501 Jackson Street.

Jeff Richardson, Deputy Director of Development Services, reviewed the request for a variance to allow a garage street setback of approximately 11 feet to allow for the construction of a garage on a pre-existing, legally conforming estate lot at 501 Jackson Street. He reviewed the aerial and location map, site characteristics and lot typology and located within the Urban Neighborhood Design District. He stated staff's recommendation for approval as the request for relief meets the Land Development Regulation's requirements for a variance and the required findings for variance approval.

Attorney Garcia opened the public hearing at 7:06 p.m. There being no public comment, the hearing was closed at 7:06 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-34. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Commissioner Asbate, Vice Mayor Ashcraft

6.3 Resolution Number 25-39: Acceptance of the Final Subdivision Plat for Horizon Heights Townhomes Subdivision and acceptance of Maintenance Bond

Attorney Garcia read Resolution Number 25-39 by title: A Resolution of the City Commission of the City of Eustis, Florida; approving a final subdivision plat for the Horizon Heights Subdivision, a 32-lot townhouse subdivision, on approximately 3.68 acres located on the south

side of Orange Avenue and adjacent on the east side to the Dollar General Store (on Orange Avenue) (Alternate Key Number: 3800590).

Mike Lane, Development Services Director, reviewed the final subdivision plat for Horizon Heights Townhomes Subdivision and acceptance of the maintenance bond.

Attorney Garcia opened the public hearing at 7:09 p.m. There being no public comment, the hearing was closed at 7:09 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-39. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Commissioner Asbate, Vice Mayor Ashcraft

6.4 Resolution Number 25-43: Acceptance of the Final Subdivision Plat for Connors Cove Townhomes Subdivision and acceptance of Maintenance Bond

Attorney Garcia read Resolution Number 25-43 by title: A Resolution of the City Commission of the City of Eustis, Florida; approving a final subdivision plat for the Connors Cove Subdivision, a 62-lot townhouse subdivision, on approximately 5.97 acres located on the west side of Kurt Street and West Charlotte Avenue (Alternate Key Numbers 2930497 and 3859180).

Mr. Lane reviewed the final plat for the Connors Cove Subdivision and explained the acceptance of the maintenance bond. He confirmed there would be a tot lot included.

Discussion was held regarding emergency access.

Attorney Garcia opened the public hearing at 7:11 p.m. There being no public comment, the hearing was closed at 7:11 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Commissioner Asbate, Vice Mayor Ashcraft

6.5 Resolution Number 25-44: Increasing water, wastewater and stormwater rates

Attorney Garcia read Resolution Number 25-44 by title: A Resolution of the City Commission of the City of Eustis, Lake County, Florida; authorizing adjustment to City of Eustis rates for water, wastewater and reclaimed water to provide for the annual adjustment per Ordinance Number 16-10, to be effective June 1, 2025.

Mari Leisen, Deputy Finance Director, explained the proposed rate adjustment of 2.5% which would be reflected on the July water bill. She stated the increase is necessary to continue operations, maintain the facilities in working order and comply with regulatory mandates. She noted that the City has contracted with Raftelis for completion of a rate study which is currently underway.

Mr. Carrino indicated a mid-year increase may be recommended after receipt of the new rate study from Raftelis. He commented that a mid-year second increase may make sense depending on the results of the study.

Attorney Garcia opened the public hearing at 7:15 p.m. There being no public comment, the hearing was closed at 7:15 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Asbate, to approve Resolution Number 25-44. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Commissioner Asbate, Vice Mayor Ashcraft

6.6 Resolution Number 25-45: Acceptance of the Final Subdivision Plat for Hidden Cove Subdivision and acceptance of Maintenance Bond

Attorney Garcia read Resolution Number 25-45 by title: A Resolution of the City Commission of the City of Eustis, Florida; approving a final subdivision plat for the Hidden Cove Subdivision, a 43-lot residential subdivision, on approximately 13.09 acres located on the south side of E. Lakeview Avenue, just west of Fahnstock Street (Alternate Key Number 1216044).

Mr. Lane reviewed the final subdivision plat for the Hidden Cove Subdivision, including site location and final subdivision plan. He stated this project meets or exceeds the City's Land Development Regulations and the Comprehensive Plan.

Commissioner Asbate asked about the process for approval for the project with Mr. Lane explaining that the Commission approved the preliminary plat. He commented that the adjoining property is under one owner, and they intend to build one house with two or three small cottages for their family.

Commissioner Asbate asked if there would be no dock or launch on Crooked Lake with Mr. Lane stating that the topography would preclude that occurring.

Attorney Garcia opened the public hearing at 7:19 p.m.

Katie McGonegal, representing the developer, confirmed they have no plans for docks and nothing was included in the preliminary plat as approved by the City.

There being no further public comment, the hearing was closed at 7:19 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-45. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Vice Mayor Ashcraft

Voting Nay: Commissioner Asbate

7. Other Business

7.1 Discussion COPS Grant

Craig Capri, Police Chief, explained they are asking for permission to apply for a COPS Grant. He indicated that the grant would pay for officer positions for three years after which the City would have to take over funding. He noted that when he came on board they moved five officers into the schools and those have not been replaced to date. He stated his desire to increase staffing to 50 officers, 51 counting himself. He noted that the deadline for application is June 20th. He stated he would recommend applying for three positions. He added that the City has done one of the grants in the past.

CONSENSUS: It was a consensus of the Commission for staff to apply for the grant.

8. Future Agenda Items and Comments

8.1 City Commission

Commissioner Holland thanked Commissioner Lee for her efforts with the team from America In Bloom. He commented on the bylaws for Greenwood Cemetery. He expressed an interest in forming a committee to update the bylaws and offered to form the committee.

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

Commissioner Asbate expressed appreciation for the LEAD presentation. He congratulated the Lady Panthers softball team on their season and cited the good work of the new coach. He commented on the new fire truck's push in event.

Commissioner Lee recognized Elis Forman, Marissa Cella, Rick Gierok, Michele Saxman and Greg Dobbins for their time and effort in working on America In Bloom. She complimented Chief Capri and Pastor Rene Hill for their great event to recognize first responders. She asked about the Grant Writer position.

Mr. Carrino reported that the position has been advertised as well as the Director of Events and Communication.

8.2 City Manager

Mr. Carrino asked the Commission about sponsorships for the Chamber's Business Expo and what level the Commission would like to have. He indicated he would meet with Pam Rivas regarding what's available and then email the Commission. He noted that staff received an unsolicited proposal from Danelle and Joe Hoffer regarding a hotel on the community center site. He recommended holding a workshop to have them make a presentation to the Commission. He proposed holding it prior to the June 19th regular Commission meeting at 4:00 p.m.

CONSENSUS: It was a consensus of the Commission to hold the workshop at 4:00 p.m. on June 19th.

Mr. Carrino asked about placing future final plats on the agenda for discussion or on the consent agenda.

CONSENSUS: It was a consensus of the Commission to keep the final plats on the agenda for discussion.

Mr. Carrino reported he is working with Assistant City Manager, Miranda Burrowes, regarding trails. He indicated that Mike Stephens will be providing a presentation to the Commission, and stated they have been working with Umatilla, Tavares and Lake County regarding the trails interlocal agreement.

Mr. Carrino stated he is actively working with Trident on bringing their tour boat to Eustis at a temporary location. He added that a temporary location may not be good for business continuity. He confirmed they are also working on the design and engineering for the infrastructure.

Mr. Carrino announced that staff received the preliminary tax numbers from the Property Appraiser. He explained that the estimate for the overall taxable value is up 8.7% in Eustis which puts the City in the middle of the road compared to the other cities. He commented on the range within the county. He noted they also track new construction. He stated that Eustis is ranked #6 in new construction. He compared the City's new construction values with other local cities. He opined that the City's work with Kimley Horn on the Land Development Regulations will help attract good quality development to the City.

8.3 City Attorney

Attorney Garcia announced that the legislature passed the Watercraft Energy Source Freedom Act. She explained that, effective July 1st, no local government can restrict the use of watercraft based on the energy source used. She noted that the City has an ordinance that precludes the use of petroleum-based watercraft on Lake Gracie so that will have to be addressed.

Commissioner Lee commented on her visit at Trout Lake Nature Center and highlighted the changes they have made. She encouraged the public to visit the Nature Center.

8.4 Mayor

Vice Mayor Ashcraft stated that fiber is being brought to his neighborhood, and they contacted him to get information. He indicated that he made calls to try and get additional information, and he was never able to get an answer from whoever is putting in the lines. He asked if the City knows the scope of a project when it is coming into town, such as the Duke Energy project. He stated he thinks the utility companies need to keep the City informed as to the scope of their projects. He expressed support for the City being informed as to the totality of a project.

Vice Mayor Ashcraft announced the upcoming First Friday and the Father-Son Field Day at Corey Rolle Field.

9. Adjournment: 7:42 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



City of Eustis

Police Department

51 East Norton Avenue • Eustis, Florida 32726 • (352) 483-5400

Item 3.1

TO: EUSTIS CITY COMMISSION

From: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Eustis Junior Panthers

Introduction:

Eustis Junior Panthers check presentation

Background:

The Eustis Police Department will present a check to the Eustis Junior Panthers. The Eustis Junior Panthers are a 501(c)(3) Non-Profit Organization located in the City of Eustis.

Prepared By: Elena Pasek

Reviewed by: Tom Carrino, City Manager



Eustis Fire Department

Commission Meeting

Badge Pinning, Promotion, 25-year milestone and Life Saving award

06/19/2025

Badge Pinning

FF/EMT Gage Whitaker
FF/EMT Jonah Koester
FF/EMT John McDermott

Promotion

Eng/ EMT Garret Griswold
Eng/ EMT David Whitaker
FF/Medic Nick Zeitler
FF/Medic Orlando Lorenzo
Lt/Medic Brad Carroll
Captain Chris Weathington

25 years of service

Lt Chad Williamson

Life Saving Award

Nicholas Zeitler
Jordan Burkholder
Mason Beebe
Jacob Bluffstone



City of Eustis

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

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Optimus Energy Solutions

Introduction:

Mr. Ben Pauluhn, President of Optimus Energy Solutions, will present to City Commission regarding EV chargers.

Prepared By:

Christine Halloran, City Clerk

Reviewed By:

Miranda Burrowes, Assistant City Manager



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Appointment to the Eustis Housing Authority (EHA) – One Commissioner

Introduction:

This item is for consideration of the reappointment of Dr. Hugh Frazier Brockington, II to the Eustis Housing Authority.

Background:

The Eustis Housing Authority Board of Directors consists of five members who serve staggered four-year terms. The Eustis City Commission appoints the Board of Directors/Commissioners because the State of Florida declared the EHA a dependent unit of the City of Eustis. The EHA is funded by the Federal Government.

After the 30-day process of advertising for the term, there were no additional applicants. Dr. Brockington submitted a request to seek reappointment on 5/13/2025 (attached).

Recommended Action:

Staff recommends consideration of the reappointment of Dr. Hugh Brockington for the following term: 1/17/2025 to 1/17/2029.

Prepared By:

Christine Halloran, City Clerk

Reviewed By:

Miranda Burrowes, Assistant City Manager



City of Eustis – City Clerk
 P. O. Drawer 68
 10 North Grove Street
 Eustis, Florida 32727

Request to Seek Reappointment

Please check the appropriate Board below. Complete the information and sign.

- ☐ Code Enforcement Board
☒ Eustis Housing Authority
☐ Fire Pension Board
☐ Historic Preservation Board
☐ Library Board of Trustees
☐ Police Pension Board

Effective Date:

- ☒ Please accept this form as a request to seek reappointment to the above Board.
☐ I no longer wish to serve on the above-listed Board.

Name: DR. H. FRAZIER BROCKHEATH, II

Address: 29601 SR 44, Eustis, FL 32736

Email Address: drbrockheathweather@gmail.com

Contact Number: 352-267-7806

Date: May 13, 2025

Signature: [Handwritten Signature]

Please return completed form to cityclerk@eustis.org.

EUSTIS HOUSING AUTHORITY (EHA)

Five Member Board – 4-Year Term (from date of appointment)

The Eustis City Commission appoints the Board of Directors/Commissioners because the State of Florida declared the EHA a dependent unit of the City of Eustis.

The EHA is funded by the Federal Government.

<p>HORACE J. JONES <u>Executive Director</u></p> <p>1000 Wall Street, #60, Eustis, FL (352) 357-4851 (Work) (352) 357-8081 (Fax)</p>	<p>LATOYA YOUNG <u>Commissioner</u></p> <p>Appointed: 7/18/2024 Exp: 7/18/2028</p> <p><u>Former:</u> Marjorie Buckner Appointed: 10/17/2019 Exp: 10/31/2023 Resignation: 4/16/2024 due to death</p>
<p>NICIE ALLEN PARKS <u>Commissioner</u></p> <p>1110 South Street, Eustis, FL 32726 (352) 455-9647 parksn@eustis.org nicie.parks@yahoo.com</p> <p>Appointed: 8/3/2023 Exp: 8/3/2027</p> <p><u>Former:</u> Faye Weaver Appointed: 11/7/2013 Reappointed: 5/6/2021 Exp: 5/31/2025 Resignation Effective 10/31/2023</p>	<p>DR. HUGH FRAZIER BROCKINGTON, II <u>Chairperson/Commissioner</u></p> <p>29601 SR 44, Eustis, FL 32736 (352) 267-7806 drbrockhealthwealth@gmail.com</p> <p>Appointed: 1/6/2017 Reappointed: 3/16/2017, 1/7/2021 Exp: 1/17/2025 Reappointment Request: 06/19/2025</p>
<p>JENNIFER BENTLEY <u>Commissioner (Resident)</u></p> <p>Appointed: 7/18/2024 Exp: 7/18/2028</p> <p><u>Former:</u> J. Melendez Appointed: 1/18/2018 Reappointed: 1/3/2019 Expires: 10/31/2022 Resignation Effective: 8/19/19</p>	<p>RONNIE BUGGS <u>Vice Chairperson/Commissioner</u></p> <p>614 Park St. Eustis, FL 32726 (352) 702-7191 Ronnie.o.buggs@gmail.com</p> <p>Appointed: 4/18/2019 Expires: 9/17/2021 Reappointed: 4/7/2022 Exp: 4/7/2026</p>

Board Attorney: Rick Gilmore, Saxon Gilmore

Revised 6/12/2025



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: JUNE 19, 2025

RE: RESOLUTION NUMBER 25-42: COMMERCIAL LEASE WITH LAKE
EUSTIS PROPERTIES, LLC

Introduction:

Resolution Number 25-42 authorizes the City Manager to execute a commercial lease with Lake Eustis Properties, LLC for municipal use of a full city block bounded by Bates Avenue, Grove Street, Hazzard Avenue, and Eustis Street.

Recommendation:

Staff recommends approval of Resolution Number 25-42.

Background:

In April 2021, the City of Eustis entered into a three-year lease for the “helipad” lot. That lease expired at the end of March 2024. The City of Eustis has received a request from Lake Eustis Properties, LLC, the real estate arm of the Lake Community Foundation, for the City to renew the lease for the property. The block was part of the former Florida Hospital Waterman site and is now owned by Lake Eustis Properties, LLC/Lake Community Foundation.

The key components of the lease include:

- Three-year term through May 31, 2028
- Either party may terminate the lease with 60 days written notice
- Annual rent of \$1.00 for the lease
- Owner agrees to provide all repairs and maintenance to current improvements
- City agrees to provide all repairs and maintenance to improvements or alterations
- City agrees to provide landscape maintenance
- City responsible for utilities
- City to maintain liability insurance

Alternatives:

1. Approve Resolution Number 25-42, authorizing the City Manager to execute the proposed lease agreement with Lake Eustis Properties, LLC.
2. Deny Resolution Number 25-42.
3. Modify the proposed lease agreement, understanding that the property owner must agree to the modifications.

Community Input:

There will be an opportunity for community input when Eustis City Commission considers this item.

Budget and Staffing Impact:

The lease itself is minimal at \$1 per year. The City will provide landscape maintenance through existing staff and equipment. There will be a cost to add the property to the City's portfolio of insured properties, but as a vacant property, the cost will be minimal.

Prepared by:

Tom Carrino, City Manager

Attachments:

Resolution Number 25-42 with Attached Commercial Lease with Lake Eustis Properties, LLC

RESOLUTION NUMBER 25-42

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; AUTHORIZING THE CITY MANAGER TO EXECUTE A COMMERCIAL LEASE AGREEMENT WITH LAKE EUSTIS PROPERTIES, LLC, A FLORIDA LIMITED LIABILITY CORPORATION, FOR PROPERTY BOUNDED BY BATES AVENUE, GROVE STREET, HAZZARD AVENUE, AND EUSTIS STREET.

WHEREAS, the City of Eustis, Florida is interested in a lease agreement for the use of approximately 2.04 acres of downtown property described as:

EUSTIS, CLIFFORD PARK BLK 5 PB 5 PG 20 ORB 2914 PG 1507 ORB 3015 PG 678

WHEREAS, it is in the City's best interest to lease the subject property for public use.

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

The foregoing whereas clauses are incorporated herein as findings of fact and law.

1. The Commercial Lease Agreement is hereby ratified and approved.
2. The Eustis City Commission authorizes the City Manager to execute the necessary documents to effectuate the Commercial Lease.

DONE AND RESOLVED, this 19th day of June, 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran
City Clerk

CITY OF EUSTIS CERTIFICATION**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 19th day of June, 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

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

CITY ATTORNEY'S OFFICE

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

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-42 is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Commercial Lease

This Lease is made and entered into on this ____ day of _____, 2025, between Lake Eustis Properties, LLC ("Landlord"), and The City of Eustis, a Florida municipal corporation ("Tenant"). Tenant has requested and Landlord has agreed to lease the following property and the improvements located thereon under the terms and provisions hereinafter set forth:

See Attached Exhibit "A", made a part hereof.

The above described property and the improvements located thereon are hereinafter referred to as the "Leased Premises".

I. Term

1.1. **Term of Lease.** Landlord leases the above premises to Tenant for a term of three (3) years commencing on June 1, 2025, and terminating on midnight May 31, 2028, or sooner as provided herein.

1.2. **Early Termination.** Either party, at their sole discretion, may terminate this lease and the obligations of the parties hereunder at any time during the term of this lease on 60 days prior written notice to the non-terminating party.

II. Rent

2.1. **Amount and Due Date of Rent.** The annual rent of \$1.00 for the Leased Premises shall be due and payable upon execution of this Lease and on or before June 1 every year thereafter through the termination of this Lease.

2.2. **Place of Payment.** All rental payments shall be made to Landlord at such place as directed in writing by Landlord to Tenant.

III. Use Of Premises

3.1. **Permissible Uses.** The Leased Premises may be used by Tenant only for purposes, including, but not limited to, public parking, park and recreation, or for public events and activities. Further, Tenant shall not violate any applicable local, county, federal or state laws, rules, regulations, and ordinances applicable to the use and occupancy of the Leased Premises, or restrictions recorded in the public records, as applicable.

3.2. **Signs.** Tenant may erect and maintain a sign only upon written approval of Landlord. Landlord shall not unreasonably withhold approval for the placing of signs. Tenant shall be responsible for obtaining and paying for all permits required for the erection of any sign. The Landlord shall have the right to erect signage on the property.

3.3. **Waste, Nuisance and Unlawful Use.** Tenant agrees that it shall not commit waste on the Leased Premises, or maintain or permit to be maintained a nuisance thereon, or use or permit the Leased Premises to be used in an unlawful manner.

IV. Repairs, Maintenance, Alterations, And Improvements

4.1. Repairs and Maintenance. Landlord shall make and pay for all normal repairs and maintenance required to maintain the Leased Premises in a condition that is at least as good as when the Leased Premises was delivered. If Tenant makes alterations and improvements as outlined in Section 4.2, Tenant shall make and pay for all repairs and maintenance on those alterations and improvements. Tenant shall be responsible for any landscape maintenance on the Leased Premises.

4.2. Alterations and Improvements. Only after receiving written approval from Landlord, Tenant may make minor alterations or improvements to the Leased Premises as necessary for Tenant's use for public purposes. For purposes of this lease, "minor alterations or improvements" shall include, but not be limited to, landscaping, temporary sidewalks, or other aesthetic improvements. All alterations, changes, and improvements built, constructed or placed on the Leased Premises by Tenant, with the exception of movable personal property, shall, unless otherwise provided by written agreement between Landlord and Tenant, be the property of Landlord and remain on the Leased Premises at the expiration or sooner termination of this lease.

4.3. Landlord Right of Entry. Landlord shall have the right to enter the Leased Premises at all reasonable hours to (i) make inspections, and (ii) whenever necessary, to make repairs and alterations to the Leased Premises.

4.4. Liens. Tenant has no power to do any acts that may create or be the foundation for any lien or other encumbrance on any interest of Landlord in the Lease Premises without the prior written consent of Landlord. Should Tenant cause any alterations, improvements or repairs to be made to the Leased Premises, or cause any labor to be performed or material to be furnished therein, thereon or thereto, neither Landlord nor the Lease Premises shall under any circumstance be liable for the payment of any expenses incurred or for the value of any work performed or material furnished. Tenant shall be solely and wholly liable for the cost and responsible for all such alterations, improvements, and repairs caused by Tenant, and contractors, labor, and materials utilized therein.

V. Casualty Loss And Eminent Domain

5.1. Complete Destruction. In the event the Leased Premises shall be destroyed or so damaged or injured by fire or other casualty during the term of this Lease, whereby the same shall be rendered untenable, then Landlord shall have the right to render the Leased Premises tenantable by repairs within ninety (90) days therefrom. If the Leased Premises are not rendered tenantable within said time, it shall be optional with either Landlord or Tenant to cancel this Lease, and in the event of such cancellation the rent shall be paid only to the date of such fire or other casualty. The cancellation herein mentioned shall be evidenced in writing. Should said damage or other casualty rendering the Leased Premises untenable not result from Tenant's gross negligence, Tenant's obligation to pay rent shall be abated during the repair and restoration period, but the lease term shall not be abated.

5.2. Partial Destruction. Should only a part of the Leased Premises be destroyed or rendered untenable by fire, storm, earthquake, or other casualty not caused by the negligence of Tenant, the rent shall abate in the proportion which the injured part or portion of the Leased Premises bears to the whole Leased Premises, and such part so injured shall be restored by Landlord as speedily as practicable, after which the full rent shall recommence and the lease continue according to its terms.

5.3. **Eminent Domain.** Should all or part of the Leased Premises be taken subject to an eminent domain action, any resulting condemnation award shall belong exclusively to Landlord.

VI. Other Payments

6.1. **Utility Services.** Tenant shall be responsible for arranging and paying for all utility services required on the Leased Premises. Tenant shall post the necessary deposits to obtain utilities service.

6.2. **Ad Valorem Taxes.** Landlord shall be responsible for and pay the real property taxes on the Leased Premises through the term of this lease.

VII. Insurance And Indemnification

7.1. **Required Insurance.** Tenant shall, during the term of this lease and for any further time that Tenant shall hold the Leased Premises, at Tenant's expense, obtain and maintain liability insurance, insuring against liability for bodily injury and death occurring in or about the Leased Premises with limits in an amount not less than Tenant's other existing insurance policies providing coverage for public parking lots. All insurance provided by Tenant must be with insurers licensed to do business in the State of Florida and acceptable to Landlord and under forms of policies satisfactory to Landlord. All insurance provided by Tenant as required by this lease shall name Landlord and Tenant as co-insureds. All insurance policies shall require 30 days written notice to Landlord of any cancellation or change affecting any interest of Landlord.

7.2. **Indemnification.** Tenant shall indemnify and hold Landlord harmless from and against any liability arising as a result of Tenant's use and occupation of the Leased Premises.

VIII. Assignment And Subletting

8.1. **Assignment.** Without the prior written consent of Landlord, Tenant shall not assign this lease, or sublet or grant any concession or license to use the Leased Premises or any part thereof. The consent by Landlord to one assignment, subletting, concession, or license shall not be deemed to be a consent to any subsequent assignment, subletting, concession, or license. An assignment, subletting, concession, or license without the prior written consent of Landlord, or an assignment or subletting by operation of law, shall be void and shall, at Landlord's option, terminate this lease.

8.2. **Subletting.** Except for temporary (event) uses, Tenant shall not sublet the Lease Premises, or any portion thereof, without prior written approval from Landlord.

IX. Tenant's Acceptance Of Leased Premises

9.1. Tenant acknowledges that Tenant has examined the Leased Premises, including but not limited to, the land, improvements located thereon and fixtures on or in the Leased Premises, and agrees to accept the same in an "AS IS" condition without any further responsibilities on the part of Landlord for any repairs, alterations, or improvements unless otherwise specifically stated in this Lease.

9.2. Tenant represents to Landlord that Tenant has made all investigations deemed necessary by Tenant and that Tenant is familiar with the Leased Premises and has made a complete physical

inspection thereof, and has conducted such independent investigations as Tenant deems necessary or appropriate concerning the Leased Premises. Tenant hereby recognizes that Tenant is relying solely on its own inspection, investigation and analysis of the foregoing matters in leasing the Leased Premises and not relying in any way on any representations, warranties, studies, reports, descriptions, guidelines or other information or material furnished by Landlord, whether oral or written, express or implied, of any nature whatsoever regarding any of the foregoing matters.

X. Enforcement

10.1. Entire and Binding Agreement. This Lease contains all of the agreements between the parties hereto, and it may not be modified in any manner other than by agreement in writing signed by all the parties hereto or their successors and assigns. The terms, covenants, and conditions contained herein shall inure to the benefit of and be binding upon Tenant and Landlord and their respective successors and assigns, except as may be otherwise expressly provided in this lease.

10.2. Default. Tenant shall have breached this lease and shall be considered in default hereunder if (i) Tenant fails to pay any rent within twenty (20) days from the date the rent is due, or (ii) Tenant fails to perform or comply with any of the covenants or conditions of this lease and such failure continues for a period of twenty (20) days after receipt of written notice thereof from Landlord, or (iii) If any judgment, claim of lien or any attachment or execution against any of the Leased Premises for any amount, resulting from any action, inaction or omission on the part of Tenant, remains unpaid, unstayed, or undismissed for a period of more than sixty (60) days. Notwithstanding the foregoing, Tenant shall not be in default hereunder as long as any construction liens or other encumbrances which may be filed against the Leased Premises, resulting from any action, inaction or omission on the part of Tenant, are released or bonded off within 60 days of the filing of the construction lien or other encumbrance.

10.3. Attorney's Fees and Costs. The prevailing party in any action to enforce this Lease is entitled to all reasonable attorney's fees incurred, prior to suit, during litigation, and after litigation on appeal.

XI. Waiver

11.1. Waiver by Landlord. A waiver by Landlord of a breach of any covenant or duty of Tenant under this lease is not a waiver of a breach of any other covenant or duty.

11.2. Waiver by Tenant. Nothing in this Lease shall be construed as a waiver of Tenant's sovereign immunity.

XII. Miscellaneous

12.1. Notices. All notices, demands, or other writings in this lease provided to be given or made or sent, or which may be given or made or sent, by either party hereto to the other, shall be deemed to have been fully given or made or sent when made in writing and sent via personal delivery/courier service with delivery confirmation or sent certified mail, return receipt requested and deposited in the United States mail and addressed as follows:

To Landlord:	Lake Eustis Properties LLC PO Box 1060 Eustis, Florida 32727-1060
--------------	---

To Tenant: City of Eustis
c/o City Manager
Post Office Drawer 68
10 N. Grove Street
Eustis, Florida 32727

12.2. Time of the Essence. Time is of the essence of this lease, and of each and every covenant, term, condition and provision hereof.

12.3. Severability. In the event any section of this lease shall be held to be invalid, all remaining provisions shall remain in full force and effect.

12.4. Subordination of Lease. This Lease shall be subject and subordinate at all times to the liens of any mortgages or deeds of trust in any amount or amounts whatsoever now existing or hereafter encumbering the leased property, without the necessity of having further instruments executed by Tenant to effect such subordination. Notwithstanding the foregoing, Tenant agrees to execute and deliver, upon demand, such further instruments evidencing such subordination of this Lease to the liens of any such mortgages or deeds of trust as may be requested by Landlord. So long as Tenant hereunder shall pay the rent reserved and comply with, abide by and discharge the terms, conditions, covenants and obligations on its part to be kept and performed herein, and shall attorn to any successor in title, notwithstanding the foregoing, the peaceable possession of Tenant in and to the leased property for the term of this Lease shall not be disturbed in the event of the foreclosure of any such mortgage or deed of trust by the purchaser at such foreclosure sale or such purchaser's successor in title.

(omitted 12.5)

12.6. Environmental Impact. Tenant will not cause or permit any "Hazardous Substance" (as defined in 42 U.S.C.A. Section 9601 (14) (supp. 1990) (as amended)) to be used, stored, or generated on the Leased Premises, except for Hazardous Substances of types and quantities customarily used or found in such business lawfully conducted on the Leased Premises. Tenant will not cause or permit the Release (as defined in 42 U.S.C.A. Section 601(22), as amended), of any Hazardous Substance, contaminant, pollutant, or petroleum in, on, or under the Leased Premises or into any ditch, conduit, stream, storm, sewer, or sanitary sewer connected thereto or located thereon the Leased Premises.

In Witness Whereof, the parties have executed this Lease as of the day and year first above written.

Landlord: Lake Eustis Properties LLC

By: Richard A. Paul

Print Name: RICHARD A. PAUL

Position: DIRECTOR & TREASURER

Tenant: The City of Eustis

By: _____

Print Name: _____

Position: _____

EXHIBIT "A"

Parcel ID / Alternate Key: 02-19-26-0100-005-00000 / 1717507

Location: One full city block located between Bates Avenue and Hazzard Avenue and Eustis Street and Grove Street in the City of Eustis, Lake County, Florida.

Legal Description: EUSTIS, CLIFFORD PARK BLK 5 PB 5 PG 20
ORB 2914 PG 1507 ORB 3015 PG 678



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Resolution Number 25-46: Authorizing Multiple Annual Purchases in Excess of \$100,000 for Services Provided by RCM Utilities, Inc. for the Eustis Public Utilities Department

Introduction:

Resolution Number 25-46 authorizes multiple annual purchases for Fiscal Year 2024-2025 totaling an excess of \$100,000 for water and sewer related services provided by RCM Utilities, Inc. for the Public Utilities department, and authorizes the City Manager to execute all related agreements.

Background:

RCM Utilities, Inc. is a local contractor that provides a wide range of water and sewer construction and maintenance services. The City of Eustis Public Utilities department has several planned projects, as well as unanticipated repairs, that require specialized equipment and additional manpower. RCM has consistently delivered high-quality and reliable work. The City has previously used RCM Utilities via piggyback of the City of Zephyrhills contract.

Between ongoing and upcoming projects along with unplanned repairs, total Fiscal Year 2024-2025 expenditures with RCM Utilities are expected to exceed \$100,000. The City's purchasing policy requires that City Commission approve purchases exceeding \$100,000.

Recommended Action:

Staff recommends approval of Resolution Number 25-46.

Policy Implications:

N/A

Budget/Staff Impact:

The approved Fiscal Year 2024-2025 budget has allocated funds for contracted water and sewer services distributed throughout various accounts in accordance with the nature and scope of work being performed.

Business Impact Estimate:

N/A

Prepared By:

Olivia Luce – Administrative Assistant, Public Utilities

Reviewed By:

Greg Dobbins – Director of Public Services

Michael Brundage – Deputy Director of Public Utilities

Attachments:

Resolution Number 25-46

Available Upon Request:

City of Zephyrhills Contract

RESOLUTION NUMBER 25-46

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
LAKE COUNTY, FLORIDA, AUTHORIZING MULTIPLE ANNUAL
PURCHASES IN EXCESS OF \$100,000 FOR SERVICES PROVIDED BY
RCM UTILITIES, INC. FOR THE EUSTIS PUBLIC UTILITIES
DEPARTMENT.**

WHEREAS, the Eustis Public Utilities Department has need for water and sewer construction and maintenance services provided by RCM Utilities, Inc. in excess of \$100,000 annually; and

WHEREAS, the City's approved Fiscal Year 2024-2025 budget includes adequate funding in various sources for these services; and

WHEREAS, the City is able to piggyback RCM Utilities' contract with the City of Zephyrills; and

WHEREAS, the City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$100,000.

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

- (1) The City Commission hereby authorizes multiple annual purchases in excess of \$100,000 for water and sewer construction and maintenance services provided by RCM Utilities; and
- (2) The City Commission hereby authorizes the City Manager to execute all agreements associated with the approved purchases; and
- (3) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 19th day of June, 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

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

ATTEST:

Willie L. Hawkins
Mayor/Commissioner

Christine Halloran, City Clerk

Resolution Number 25-46

Authorizes Multiple Annual Purchases in Excess of \$100,000 for Services Provided by RCM Utilities, Inc. for the Eustis Public Utilities Department

Page 1 of 2

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 19th day of June, 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

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

CITY ATTORNEY'S OFFICE

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

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-46 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

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

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Resolution Number 25-48: Authorizing Temporary Donation of Office Space to U.S. Representative

Introduction

This item seeks City Commission approval of a resolution authorizing the temporary donation of vacant municipal office space to U.S. House Representative for District 6, for official legislative and constituent services during the current legislative term. The Representative has provided a formal “Memorialization of No-Cost District Office Space” form consistent with U.S. House guidelines. The use is proposed as a no-cost arrangement and will not interfere with current or anticipated municipal operations.

Proposal

Staff recommends that the Commission authorize the temporary, no-cost use of this space by the Representative for one legislative term. The space will remain under City control, with access permitted for inspections and emergencies. Utilities, janitorial services, and basic furnishings will be provided as part of the City’s contribution to this government partnership.

Legal Analysis

Under Article VII, Section 10(c) of the Florida Constitution and Chapter 166.021, Fla. Stat., municipalities may furnish facilities to other governmental units where a public purpose is served. The arrangement satisfies these conditions by:

- (a) Promoting public access to government.
- (b) Facilitating delivery of constituent services.
- (c) Enhancing civic engagement without displacing municipal functions.

The arrangement includes appropriate safeguards to avoid misuse and preserve municipal oversight, such as limitations on use, required compliance with laws, and retention of inspection rights. No conveyance of interest or unlawful subsidy is involved.

Recommendation

Staff recommends that the City Commission adopt Resolution Number 25-48, authorizing the no-cost use of vacant City-owned office space by U.S. House Representative for District 6, in accordance with the legal and public purpose framework described above.

Fiscal Impact

Minimal. The office space is currently vacant and not needed for City operations. Utility and janitorial costs are already budgeted within operational expenditures for the facility.

Business Impact Estimate

Not applicable.

Attachments

Resolution Number 25-48

Memorialization of No-Cost District Office Space – 119th Congress

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Tom Carrino, City Manager

RESOLUTION NUMBER 25-48

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AUTHORIZING THE TEMPORARY DONATION OF VACANT MUNICIPAL OFFICE SPACE TO U.S. HOUSE REPRESENTATIVE FOR DISTRICT 6 FOR OFFICIAL LEGISLATIVE USE; PROVIDING FOR CONDITIONS OF USE, FINDINGS OF VALID MUNICIPAL PUBLIC PURPOSE, RETENTION OF CITY ACCESS, AND COMPLIANCE WITH LAW; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis, Florida (the "City") is a duly organized municipal corporation authorized under Chapter 166, Florida Statutes, to exercise home rule powers, including the authority to manage and dispose of municipal real property in furtherance of the public welfare; and

WHEREAS, the City is the fee simple owner of certain municipal office space located at 51 East Norton Avenue (the "Premises"), which is currently vacant and not needed for immediate municipal use; and

WHEREAS, the duly elected U.S. House Representative for District 6 has requested temporary use of the Premises during the current legislative term for the purpose of providing constituent services and facilitating legislative outreach; and

WHEREAS, the Representative has submitted a completed "Memorialization of No-Cost District Office Space" form approved by the U.S. House of Representatives, memorializing that the Premises shall be used exclusively for public, non-political, and official governmental functions; and

WHEREAS, Article VII, Section 10(c) of the Florida Constitution prohibits the donation of public property except where the governmental entity makes a determination that the donation serves a valid public purpose, and retains adequate control to ensure continued public benefit; and

WHEREAS, the Florida Attorney General has opined that municipalities may authorize the temporary use of public property without compensation where the use serves a legitimate public purpose and appropriate safeguards are in place (see, e.g., Op. Att'y Gen. Fla. 2006-12 (2006)); and

WHEREAS, the City Commission finds that providing access to this office space serves a legitimate public purpose by supporting open communication between residents and their elected state representative, promoting access to government, and facilitating nonpartisan constituent services; and

WHEREAS, the City will retain all necessary access rights and regulatory oversight, and the Premises shall remain under City ownership and control throughout the term of use; and

WHEREAS, this arrangement will not interfere with City operations, and the City will retain inspection and emergency access rights, maintain the space, and monitor compliance with all terms of use; and

WHEREAS, this action is consistent with the City's prior practice of intergovernmental cooperation and use of municipal resources to support public-serving objectives.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. The foregoing recitals are hereby adopted and incorporated by reference as findings of the City Commission.

Section 2. The City Commission hereby determines that the temporary use of municipal office space by U.S. House Representative for District 6 during the current legislative term constitutes a valid public purpose within the meaning of Article VII, Section 10 of the Florida Constitution, and is authorized pursuant to the City's home rule authority under Chapter 166, Florida Statutes.

Section 3. The City Commission hereby authorizes the City Manager to make available to the Representative and their official staff, at no cost, the designated office space located at 51 East Norton Avenue for official legislative use only, subject to the following conditions:

- a. Use is limited to the current legislative term.
- b. Activities within the Premises shall be strictly limited to official, non-political, governmental functions.
- c. No campaign-related, fundraising, or personal activities shall be permitted.
- d. Public access shall be permitted primarily by appointment during regular business hours.
- e. The City shall provide utilities, janitorial services, and basic furnishings and services at no cost.
- f. The City shall retain access for inspection, emergency response, and compliance monitoring.
- g. The Representative shall comply with all applicable City policies, codes, and ordinances.
- h. The Representative shall be responsible for ensuring the space is used lawfully and only by authorized staff.
- i. Any material modification of the space shall require prior written consent from the City Manager.
- j. The Premises shall revert to full City control at the end of the legislative term or earlier if use ceases to serve the public purpose as stated herein.

Section 4. The City Manager and City Attorney are authorized to coordinate the implementation of this Resolution, including any documentation necessary to memorialize the terms consistent with the U.S. House "Memorialization of No-Cost District Office Space" form.

Section 5. If any section, subsection, clause, or provision of this Resolution is held invalid, the remainder shall continue in full force and effect.

Section 6. This Resolution shall become effective immediately upon adoption.

PASSED, ORDAINED, AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 19th day of June 2025.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 19th day of June 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-48 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Memorialization of No-Cost District Office Space

(Page 1 of 2 – 119th Congress)

Member Name: Rep. Randy Fine

Member State and District: FL-6

District Office Address (Street Address, City, State, Zip):

51 East Norton Avenue Eustis 32726

Entity Providing District Office Space: City of Eustis

Pursuant to the Committee on Ethics, acceptance of no-cost office space provided by a federal, state, or local government agency does not violate House Rule 24 (Limitations on use of official and unofficial accounts) and is permissible under House Rule 25, cl. 5(a)(3)(O).

Beginning Date of District Office Occupancy: 06/02/2025

Square Footage: 125

Features:

Number of House Staff in Office: 2

Office Operation Schedule.

☐ Full-time

☐ Part-time (set schedule); Schedule: _____

☒ Sporadic or By-Appointment

☒ * High-Speed Internet Available Within Space.

List any internet providers known to provide service to the property:
Spectrum Internet

☒ * Interior Wiring CAT 5e or Better within Leased Space.

☒ Lockable Space for Networking Equipment.

☐ Space Shared with non-House Personnel.

☐ House Assets in Space (furniture, technology and telecommunications equipment, etc.)

List of House assets: _____

☒ Non-House Furnishings/Equipment in Space.

List of Non-House furnishings/equipment: Two desks, two desk chairs, book case

☒ Parking. ☐ _____ Assigned Parking Spaces

☒ _____ Unassigned Parking Spaces

☐ General Off-Street Parking on an As-Available Basis

☒ After Hours Building Access.

[Signature page follows]

* Required except in offices: (i) with only 1 staff member, (ii) staffed only part-time or intermittently, and/or (iii) located in shared space where installation of a permanent network is costly/impractical.

Memorialization of No-Cost District Office Space

(Page 2 of 2 – 119th Congress)

The undersigned acknowledges the provision of no-cost district office space as detailed herein, and further represents that the provision of no-cost district office space conforms to the principles established by the Committee on Ethics.


Member Signature: 

Date: 5/21/2025

From the Member's Office, who is the point of contact for questions?

Name _____ Phone _____ E-mail _____@mail.house.gov

This Memorialization of No-Cost District Office Space has been reviewed and is approved, pursuant to Regulations of the Committee on House Administration.

Signed  Date May 22, 2025
(Administrative Counsel)

Send completed form to Administrative Counsel via email to leases@mail.house.gov. Completed forms may also be mailed to:

Office of Administrative Counsel
5300 O'Neill House Office Building
Washington, D.C. 20515

Please contact the Committee on Ethics with any questions regarding acceptance of no-cost district office space: 202-225-7103.



City of Eustis

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

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Resolution Number 25-49: Subrecipient Agreement with Seminole County Sheriff's Office – HIDTA Program

Introduction

The Seminole County Sheriff's Office (SCSO) has secured federal funding through HIDTA Grant #HID0325G0478-00 for the period of January 1, 2025, through December 31, 2026. This grant supports joint regional efforts to combat drug trafficking and related criminal activity.

The Eustis Police Department actively participates in the Central Florida HIDTA program, a multi-agency task force under the leadership of the SCSO. The grant allows for the disbursement of funds to participating agencies through subrecipient agreements.

Execution of the Subrecipient Agreement enables the City of Eustis to receive funding through reimbursement of certain expenditures in support of its Central Florida HIDTA program activities during the grant performance period.

Recommendation

Staff recommends the City Commission adopt Resolution Number 25-49 and authorize the Chief of Police to execute the Subrecipient Agreement with the Seminole County Sheriff's Office.

Fiscal Impact

The City will receive federal funds reimbursing eligible expenditures incurred through participation in the HIDTA program. There is no matching fund requirement.

Business Impact Estimate

Not applicable.

Attachments

Resolution Number 25-49

SCSO June 3, 2025 Letter re: Subrecipient Agreement

SCSO HIDTA Subrecipient Agreement

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Tom Carrino, City Manager

RESOLUTION NUMBER 25-49**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING AND AUTHORIZING THE EXECUTION OF A SUBRECIPIENT AGREEMENT WITH THE SEMINOLE COUNTY SHERIFF'S OFFICE RELATED TO THE CENTRAL FLORIDA HIGH INTENSITY DRUG TRAFFICKING AREAS (HIDTA) PROGRAM GRANT #HID0325G0478-00.**

WHEREAS, the Seminole County Sheriff's Office (SCSO), fiduciary of the Central Florida High Intensity Drug Trafficking Areas (HIDTA) program, has been awarded Grant # HID0325G0478-00 for January 1, 2025, through December 31, 2026, performance period; and

WHEREAS, said Grant allows SCSO to fund subrecipients for participation in the Central Florida HIDTA, which the City of Eustis Police Department is a part of; and

WHEREAS, the SCSO has provided a Subrecipient Agreement to the Eustis Police Department which enables the City of Eustis to receive certain funding through said HIDTA Grant for its participation in the Central Florida HIDTA during the performance period; and

WHEREAS, the Eustis Police Department has determined that it is advantageous to enter into the Subrecipient Agreement with the SCSO for the purpose of receiving funds concerning its participation in the Central Florida HIDTA.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

- Section 1.** The foregoing recitals are hereby adopted and incorporated by reference as findings of the City Commission.
- Section 2.** The City Commission hereby approves the Subrecipient Agreement with the Seminole County Sheriff's Office concerning participation in the Central Florida HIDTA program, attached hereto.
- Section 3.** The City Commission hereby authorizes the Chief of Police to execute said Agreement on the City's behalf.
- Section 4.** If any section, subsection, clause, or provision of this Resolution is held invalid, the remainder shall continue in full force and effect.
- Section 5.** This Resolution shall become effective immediately upon adoption.

PASSED, ORDAINED, AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 19th day of June, 2025.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 19th day of June, 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-49 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



June 03, 2025

Craig Capri, Chief
Eustis Police Department
51 East Norton Ave.
Eustis, FL 32726

Dear Chief Capri:

The Office of National Drug Control Policy (ONDCP) has awarded the Seminole County Sheriff's Office grant funding in support of the Central Florida High Intensity Drug Trafficking Areas Program. As a member of Central Florida HIDTA, your agency is a subrecipient of the grant funds awarded to the Sheriff's Office. In order for the Sheriff's Office to reimburse your agency for expenses incurred as part of Central Florida HIDTA activities, please sign and return the included subrecipient agreement as soon as possible. The Sheriff's Office will not be able to reimburse any expenses until a signed subrecipient agreement is completed. An email copy of the signed agreement is acceptable in lieu of an original.

Please ensure the following sections of the subrecipient agreement are completed:

- Section 9 – Designated Representatives
- Section 16 – Notices
- Exhibit B – Subrecipient's Unique Entity Identifier (EIN)

If you have any questions, please contact me at btaylor@seminolesheriff.org.

Sincerely,

Barbara A. Taylor

Barbara A. Taylor, CPPO
Procurement and Agreements Manager

Attachment: Seminole County Sheriff's Office HIDTA Subrecipient Agreement

**SEMINOLE COUNTY SHERIFF'S OFFICE
SUBRECIPIENT AGREEMENT FOR THE
HIGH INTENSITY DRUG TRAFFICKING AREAS PROGRAM
(HIDTA)**

THIS AGREEMENT made and entered into the 19th day of June, 2025 by and between Dennis M. Lemma, as Sheriff of Seminole County on behalf of the Seminole County Sheriff's Office whose address is 100 Eslinger Way, Sanford, Florida 32773, a Constitutional Officer of the political subdivision of Seminole County, State of Florida, holding tax exempt status, hereinafter referred to as "SCSO" and the Eustis Police Department whose principal and local address is 51 East Norton Avenue, Eustis, FL 32726 hereinafter referred to as "SUBRECIPIENT." SCSO and SUBRECIPIENT are collectively referred to herein as the Parties.

WITNESSETH:

WHEREAS, on May 23, 2025, the Executive Office of the President, Office of National Drug Control Policy awarded a grant to SCSO for the High Intensity Drug Trafficking Areas (HIDTA) Program (Grant #HID0325G0478-00) for a period of two (2) years beginning on January 1, 2025 which is attached as Exhibit C, Grant Agreement; and

WHEREAS, SUBRECIPIENT as a member of Central Florida HIDTA acknowledges the obligations of participation in the program; and

WHEREAS, SCSO, as a fiduciary of Central Florida HIDTA desires to reimburse SUBRECIPIENT for its performance to support the activities, programs and projects of Central Florida HIDTA upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is agreed by and between the Parties hereto as follows:

SECTION 1: GENERAL PROVISIONS.

(a). The term "SUBRECIPIENT" as used in this Agreement is hereby defined herein as that person or entity, including employees, servants, partners, principals, agents and assignees participating in activities of Central Florida HIDTA under this Agreement.

(b). The recitals herein are true and correct and form and constitute a material part of this Agreement upon which the parties have relied.

(c). Each party hereto represents to the other that it has undertaken all necessary actions to execute this Agreement, and that it has the legal authority to enter

into this Agreement and to undertake all obligations imposed on it. The person(s) executing this Agreement for SUBRECIPIENT certify they are authorized to bind SUBRECIPIENT fully to the terms of this Agreement.

(d). Time is of the essence of the lawful performance of the duties and obligations contained in this Agreement .

(e). When the term “law” is used herein, said phrase shall include statutes, codes, rules and regulations of whatsoever type or nature enacted or adopted by a governmental entity of competent jurisdiction.

(f). It is agreed that nothing herein contained is intended or should be construed as in any manner creating or establishing a relationship of co-partners between the parties, or as constituting SUBRECIPIENT (including, but not limited to, its officers, employees, and agents) the agent, representative, or employee of SCSO for any purpose, or in any manner, whatsoever.

(g). Persons employed by SUBRECIPIENT to participate in the functions of Central Florida HIDTA pursuant to this Agreement shall have no claim to pension, workers’ compensation, unemployment compensation, civil service or other employee rights or privileges granted to SCSO’s officers and employees either by operation of law or by SCSO.

(h). No claim for reimbursement by SUBRECIPIENT not specifically provided for herein shall be honored by SCSO.

SECTION 2: SUBRECIPIENT RESPONSIBILITIES.

(a). SUBRECIPIENT acknowledges that funding for HIDTA operations is in the form of a federal grant and agrees to abide by all requirements set forth in the Grant Agreement in Exhibit C and the HIDTA Program Policy and Budget Guidance Manual located on the National HIDTA Assistance Center (NHAC) website at http://www.nhac.org/hidta_guidance/Program_Policy_and_Budget_Guidelines2017.pdf .

(b). SUBRECIPIENT shall be responsible for submittal of reimbursement requests in a format acceptable to SCSO as detailed in Section 7 of this Agreement.

(c). Neither SCSO’s review, approval or acceptance of, nor payment of any reimbursement invoice, shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement. SUBRECIPIENT shall be and remain liable to SCSO in accordance with applicable law for all damages to SCSO caused by SUBRECIPIENT’s negligent or improper reimbursement requests. SCSO is responsible to validate such damages or loss to SUBRECIPIENT.

(d). The rights and remedies of SCSO, provided for under this Agreement, are in addition to any other rights and remedies provided by law.

(e). SUBRECIPIENT shall disclose any potential conflicts of interest to this Agreement to SCSO prior to execution of the Agreement or if discovered after execution, as soon as SUBRECIPIENT is aware of the potential conflict of interest.

SECTION 5: SCSO RIGHTS AND RESPONSIBILITIES.

(a). SCSO shall reasonably cooperate with SUBRECIPIENT in a timely fashion as set forth in this Section.

(b). SCSO shall furnish a SCSO Representative, as appointed by the Designated Representative to administer, review and coordinate the payment of all reimbursement requests.

(c). SCSO shall make SCSO personnel available where, in SCSO's opinion, they are required and necessary to assist SUBRECIPIENT. The availability and necessity of said personnel to assist SUBRECIPIENT shall be determined solely at the discretion of SCSO.

(d). SCSO shall examine all of SUBRECIPIENT's reimbursement requests and indicate SCSO's approval or disapproval within a reasonable time so as not to materially delay the reimbursement of SUBRECIPIENT.

(e). SCSO shall transmit instructions, relevant information, and provide interpretation and definition of SCSO policies and decisions with respect to matters pertinent to the reimbursements covered by this Agreement.

(f). SCSO shall give written notice to SUBRECIPIENT whenever SCSO's Designated Representative knows of a development that affects the performance of this Agreement.

SECTION 6: REIMBURSEMENT.

Reimbursement requests, and all financial matters, shall be as set forth in Exhibit A, Reimbursement Procedures.

SECTION 7: INVOICE PROCESS.

(a). Invoices shall be submitted in the format in Exhibit D. Invoices shall be submitted on a quarterly basis to the appropriate HIDTA Group Supervisor for approval no later than fifteen (15) days following the end of the prior quarter. For this agreement, the end of each quarter is the months of December, March, June and September. Invoices without disputable items will be processed for payment within thirty (30) days of receipt of an approved invoice by SCSO.

(b). SUBRECIPIENT will be notified of any disputable items contained in invoices submitted by SUBRECIPIENT within fifteen (15) days of receipt by SCSO with an explanation of the deficiencies.

(c). SCSO and SUBRECIPIENT will make every effort to resolve all disputable items contained in SUBRECIPIENT invoices.

SECTION 8: TERM/LENGTH OF AGREEMENT.

(a). This Agreement shall commence January 1, 2025 and shall terminate on December 31, 2026 or until terminated pursuant to the terms of this Agreement.

SECTION 9: DESIGNATED REPRESENTATIVES.

(a). SCSO designates SCSO's Procurement and Agreements Manager or his/her designated representative, to represent SCSO in all matters pertaining to and arising from this Agreement.

(b). SCSO's Procurement and Agreements Manager, or his/her designated representative, shall have the following responsibilities:

(1). Transmission of instructions, receipt of information, and interpretation and definition of SCSO's policies and decisions with respect to this Agreement.

(2). Giving prompt notice to SUBRECIPIENT whenever SCSO's designated representative knows of a change necessary in the project.

(c). Until further notice from SCSO, the designated representative for this Agreement is:

**Barbara Taylor, CPPO
Procurement and Agreements Manager
Seminole County Sheriff's Office
100 Eslinger Way
Sanford, Florida 32773**

(d). SUBRECIPIENT's designated representative is:

**Craig Capri, Chief of Police
Eustis Police Department
51 East Norton Avenue
Eustis, Florida 32726**

SECTION 10: EMPLOYEES

(a). SUBRECIPIENT may engage employees at its discretion and is responsible for all such employees.

(b). SUBRECIPIENT shall comply with the requirements of the *Americans with Disabilities Act* (ADA), and any and all related Federal or State laws which prohibits discrimination by public and private entities on the basis of disability.

(c). SCSO will not intentionally award publicly-funded contracts to any SUBRECIPIENT who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e) Section 274A(e) of the *Immigration and Nationality Act (INA)*]. SCSO shall consider the employment by SUBRECIPIENT of unauthorized aliens, a violation of Section 274A (e) of the *INA*. Such violation by SUBRECIPIENT of the employment provisions contained in Section 274A (e) of the *INA* shall be grounds for termination of this Agreement.

(d). If applicable, in accordance with Section 216.347, *Florida Statutes*, SUBRECIPIENT shall not use funds provided by this Agreement for the purpose of lobbying the Legislature, the judicial branch or State agency.

(e). SUBRECIPIENT shall advise SCSO in writing if it has been placed on a discriminatory vendor list, may not submit a bid on a contract to provide goods or services to a public entity, or may not transact business with any public entity.

(f). SUBRECIPIENT shall not knowingly engage in any action that would create a conflict of interest in the performance of that actions of any SCSO employee or other person during the course of performance of, or otherwise related to, this Agreement or which would violate or cause others to violate the provisions of Part III, Chapter 112, *Florida Statutes*, relating to ethics in government.

SECTION 11: ACCESS TO RECORDS/AUDIT/PUBLIC RECORDS.

(a). SUBRECIPIENT shall maintain books, records, documents, time and costs accounts and other evidence directly related to this Agreement. All time records and cost data shall be maintained in accordance with generally accepted accounting principles.

(b). SUBRECIPIENT shall maintain and allow access to the records required under this Section for a minimum period of five (5) years after the completion of this Agreement and date of final payment, or date of termination of this Agreement.

(c). SCSO may perform, or cause to have performed, an audit of the records of SUBRECIPIENT regarding payments issued hereunder. This audit shall be performed at a time mutually agreeable to SUBRECIPIENT and SCSO subsequent to the close of the final fiscal period of the agreement. Total compensation to SUBRECIPIENT may be determined subsequent to an audit as provided for in this Section, and the total

compensation so determined shall be used to calculate final payment to SUBRECIPIENT. If such audit confirms that SUBRECIPIENT was underpaid, SUBRECIPIENT shall submit an invoice to SCSO within fifteen (15) days of notice of underpayment for the balance owed. Conduct of this audit shall not delay payments as required by this Section. SUBRECIPIENT shall have no obligation to pay any costs incurred in any audit performed by SCSO or at SCSO's direction and such costs shall be the sole obligation of SCSO.

(d). In addition to the above, if Federal, State, County, or other entity funds are used for services under this Agreement, the Comptroller General of the United States or the Chief Financial Officer of the State of Florida, or Seminole County, or any representatives, shall have access to any books, documents, papers, and records of SUBRECIPIENT which are directly pertinent to this Agreement for purposes of making audit, examination, excerpts, and transcriptions.

(e). In the event of any audit or inspection conducted reveals any overpayment by SCSO under the terms of the Agreement, SUBRECIPIENT shall refund such overpayment to SCSO within thirty (30) days of notice by SCSO of the request for the refund.

(f). SUBRECIPIENT agrees that if any litigation, claim, or audit is started before the expiration of the record retention period established above, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved and final action taken.

SECTION 11: DEBARMENT AND SUSPENSION

Federally awarded contracts must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM). By executing this Agreement, SUBRECIPIENT is certifying SUBRECIPIENT is not currently on this list and will immediately notify SCSO if SUBRECIPIENT is placed on the list.

SECTION 12. ANTI-LOBBYING AMENDMENT

By executing this Agreement, SUBRECIPIENT is certifying that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award.

SECTION 13: CONTROLLING LAWS/VENUE/INTERPRETATION.

(a). This Agreement is to be governed by the laws of the State of Florida.

(b). Venue for any legal proceeding related to this Agreement shall be in the Eighteenth Judicial Circuit Court in and for Seminole County, Florida.

SECTION 14: FORCE MAJEURE.

Neither party shall be considered in default in performance of its obligations hereunder to the extent that performance of such obligations, or any of them, is delayed or prevented by *Force Majeure*. *Force Majeure* shall include, but not be limited to, hostility, terrorism, revolution, civil commotion, strike, epidemic, pandemic, fire, flood, wind, earthquake, explosion, any law, proclamation, regulation, or ordinance or other act of government, or any act of God or any cause whether of the same or different nature, existing or future; provided that the cause whether or not enumerated in this Section is beyond the control and without the fault or negligence of the party seeking relief under this Section.

SECTION 15: EXTENT OF AGREEMENT/INTEGRATION/AMENDMENT.

(a). This Agreement, together with the exhibits, if any, constitutes the entire integrated Agreement between SCSO and SUBRECIPIENT and supersedes all prior written or oral understandings in connection therewith. This Agreement, and all the terms and provisions contained herein, including without limitation the Exhibits hereto, constitute the full and complete agreement between the parties hereto to the date hereof, and supersedes and controls over any and all prior agreements, understandings, representations, correspondence and statements whether written or oral.

(b). This Agreement may only be amended, supplemented, terminated or modified by a formal written amendment.

(c). Any alterations, amendments, deletions, termination or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties.

SECTION 16: NOTICES.

(a). Whenever either party desires to give notice unto the other, it must be given by written notice, sent by registered United States mail, with return receipt requested, addressed to the party for whom it is intended, at the place last specified, and the place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section.

(b). For the present, the parties designate the following as the representative places for giving of notice, to-wit:

(1). For SCSO:

**Barbara Taylor, CPPO
Procurement and Agreements Manager
Seminole County Sheriff's Office
100 Eslinger Way
Sanford, Florida 32773**

(2). For SUBRECIPIENT:

**Craig Capri, Chief of Police
Eustis Police Department
51 East Norton Avenue
Eustis, Florida 32726**

(c). Written notice requirements of this Agreement shall be strictly construed and such requirements are a condition precedent to pursuing any rights or remedies hereunder. SUBRECIPIENT agrees not to claim any waiver by SCSO of such notice requirements based upon SCSO having actual knowledge, implied, verbal or constructive notice, lack of prejudice or any other grounds as a substitute for the failure of SUBRECIPIENT to comply with the express written notice requirements herein. Computer notification (e-mails and message boards) shall not constitute proper written notice under the terms of the Agreement.

SECTION 17: WAIVER.

The failure of SCSO to insist in any instance upon the strict performance of any provision of this Agreement or to exercise any right or privilege granted to SCSO hereunder shall not constitute or be construed as a waiver of any such provision or right and the same shall continue in force. The failure of SUBRECIPIENT to insist in any instance upon the strict performance of any provision of this Agreement or to exercise any right of privilege granted to SCSO hereunder shall not constitute or be construed as a waiver of any such provision or right and the same shall continue in force.

SECTION 18: CAPTIONS.

The Section headings and captions of this Agreement are for convenience and reference only and in no way define, limit, describe the scope or intent of this Agreement or any part thereof, or in any way affect this Agreement or construe any provision of this Agreement.

SECTION 19: SEVERABILITY/CONSTRUCTION.

(a). If any term, provision or condition contained in this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such term, provision or condition to persons or circumstances other than

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those in respect of which it is invalid or unenforceable, shall not be affected thereby, and each term, provision and condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law when consistent with equity and the public interest.

(b). All provisions of this Agreement shall be read and applied in *pari materia* with all other provisions hereof.

SECTION 20: COUNTERPARTS.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which, taken together, shall constitute one and the same document.

SECTION 21: GRANT INFORMATION

See Exhibit B, Required Grant Information for information required for all subawards to this Federal Grant.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: SCSO and SUBRECIPIENT signing by and through its duly authorized corporate officer having the full and complete authority to execute same.

Eustis Police Department

Witness

Authorized Agent for SUBRECIPIENT

Date: _____

Seminole County Sheriff's Office

Witness

Lisa Spriggs
Chief of Administrative Services

Date: _____

EXHIBIT A
REIMBURSEMENT PROCEDURES

SUBRECIPIENT shall provide reimbursement documentation to SCSO for agents participating in HIDTA sponsored task forces as outlined below.

Availability of funds for reimbursement is determined by the Central Florida HIDTA Executive Board. Not all categories listed are eligible for all agencies.

Requests for reimbursement shall be submitted on a quarterly basis to the HIDTA Group Supervisor in accordance with Section 7 of this Agreement.

Overtime Reimbursement

Maximum overtime reimbursement for each agent will be determined by the Group Supervisor of each HIDTA Task Force. Overtime reimbursements paid to each agent will not exceed the annual amount authorized by the Central Florida HIDTA Executive Committee. SUBRECIPIENT will compensate their agent(s) for overtime pay in accordance with SUBRECIPIENT's compensation policy. SUBRECIPIENT shall submit the reimbursement request with accompanying documentation confirming the overtime payment to the HIDTA Group Supervisor for approval. Overtime shall be reimbursed on actual overtime paid to the agent as documented on the agent's pay check.

At a minimum, overtime documentation shall include the following:

- (a). Log of HIDTA hours worked
- (b). Copy of payroll detail for each agent showing hours paid and hourly rate
- (c). Copy of check stub showing overtime payment for HIDTA hours worked
- (d). If overtime is paid on a different pay cycle than the pay period, an explanation of how overtime hours are calculated.

It will be the SUBRECIPIENT's responsibility to ensure that each agent does not exceed the Federal Overtime cap for each calendar year of the grant.

Fuel Reimbursement

Fuel reimbursement requests shall be submitted to the HIDTA Group Supervisor with accompanying documentation confirming the fuel purchases.

At a minimum, fuel reimbursement documentation shall include the following:

- (a). Copy of each fuel receipt showing the date of purchase, amount of fuel purchased and total cost of each purchase.
- (b). Proof of payment by the SUBRECIPIENT for the fuel purchase, i.e., copy of check, credit card statement, etc.
- (c). If fuel payments are through a fuel card vendor such as WEX, reimbursement will

be for the amount paid to the fuel card vendor, not the amount on the receipt. The statement from the fuel card vendor will need to be submitted to document the actual amount paid.

Vehicle Lease Reimbursement

Vehicle lease reimbursement requests shall be submitted to the HIDTA Group Supervisor with accompanying documentation confirming the vehicle lease payment. Vehicle lease reimbursements shall not exceed six hundred twenty dollars (\$620) per month.

At a minimum, vehicle lease reimbursement documentation shall include the following:

- (a). Copy of each month's invoice
- (b). Copy of check or credit card statement showing payment of invoice

EXHIBIT B
REQUIRED GRANT INFORMATION

Required Information	
Subrecipient Name	Eustis Police Department
Subrecipient's Unique Entity Identifier	KEGLBNGJMMJ5
Federal Award Identification Number	HID0325G0478-00
Federal Award Date	May 23, 2025
Subaward Period of Performance	01/01/25-12/31/26
Amount of Federal Funds obligated by this Agreement	Reimbursement basis only
Total Amount of Federal Funds Obligated to Subrecipient including this obligation	Reimbursement basis only
Total Amount of Federal Award Committed to Subrecipient	Reimbursement basis only
Federal Award Project Description	High Intensity Drug Trafficking Areas Program
Name of Federal Awarding Agency	Office of National Drug Control Policy
Name of Pass Through Entity	Seminole County Sheriff's Office
Pass Through Entity Awarding Official Contact Information	Barbara Taylor, Procurement and Agreements Manager btaylor@seminolesheriff.org
CFDA Number and Name	95.001 – High Intensity Drug Trafficking Areas Program
Is award for Research and Development?	No
Indirect Cost Rate	N/A

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EXHIBIT C
GRANT AGREEMENT

Page 14 of 14
EXHIBIT D
INVOICE TEMPLATE



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Ordinance Number 25-09: Proposed LDR Amendments for Changes in the Use Regulations Table, adding Master Planning requirements for properties over 300 acres in all Design Districts and providing Subdivision Regulations and Design Guidelines for Suburban Residential (SR) Properties

Introduction:

This memo summarizes the changes recommended by the City's Planning Consultant, Kimley-Horn, Inc., last November regarding subdivision development and advisory design guidelines within the Suburban Residential (SR) Land Use District. These changes also include a new requirement applicable to all land use districts: properties exceeding 300 acres must undergo master planning before being developed as mixed-use or residential projects.

Additionally, the Use Regulation Table is being updated to include the concrete aggregate shredder/crusher. This use will be permitted only within the Public Institutional (P/I) and General Industrial (GI) Land Use Districts, while being classified as a conditional use in the Mixed Commercial/Industrial (MCI) Land Use District.

The detailed edits can be found with strikethrough and underlined throughout this document.

Proposed LDR Amendments:

Sec. 102-21. Site Plans and Preliminary Plats.

- Added cross reference to waiver requirements for small lot sizes for Suburban Residential FLU.

Sec. 109-4. Use Regulations Table

- Added "Concrete Aggregate Shredder/Crusher" to be permitted in the General Industrial (GI) and Public/Institutional (P/I) Land Use Districts and required a conditional use permit in the Mixed Commercial Industrial (MCI) Land Use District.

Sec. 109-5.4. Urban Performance Standards

- Added the new Single-Family Detached building lot type to the Urban Building Lot Type Standards

- Added footnote 3: New subdivisions within the Suburban Residential (SR) Future Land Use District shall be limited to Single-family Detached building lot types, unless a waiver is granted to permit Homestead, Estate, House, or Cottage lot types.

Sec. 109-5.6. Suburban Performance Standards

- Added the new Single-Family Detached building lot type to the Suburban Building Lot Type Standards
- Added footnote 4: New subdivisions within the Suburban Residential (SR) Future Land Use District shall be limited to Single-family Detached building lot types, unless a waiver is granted to permit Homestead, Estate, House, or Cottage lot types.

Sec. 109-5.8 Rural Performance Standards

- Added the new Single-Family Detached building lot type to the Rural Building Lot Type Standards
- Added footnote 1: New subdivisions within the Suburban Residential (SR) Future Land Use District shall be limited to Single-family Detached building lot types, unless a waiver is granted to permit Homestead, Estate, House, or Cottage lot types.

Sec. 110-3 Development Pattern and Design Districts

- Added the new Single-Family Detached building lot type.
 - SINGLE-FAMILY: A building lot located and designed to accommodate a detached single-family building with varied sizes of rear yards, common yards and street yards. This is the only permitted building lot type for detached single-family within the Suburban Residential future land use designation.

Sec. 110-4.3 Single Family Detached Lot (New)

- Established a new lot type to include the single-family standards.
- Includes a table to match the tables in other lot type sections that includes lot requirements, setbacks, height, etc.

Sec. 115-3.1 Urban Districts

- Added a Master Planning Requirement for properties over 300 acres.

Sec. 115-3.2 Suburban Districts

- Added a Master Planning Requirement for properties over 300 acres.

Sec. 115-3.3 Rural Districts

- Added a Master Planning Requirement for properties over 300 acres.

Sec. 115-3.4. Residential Subdivision Standards for all design districts within the Suburban Residential Future Land Use Designation (New)

- Created requirements for subdivisions of three or more lots within Suburban Residential FLU
 - For single-family detached development only one building lot type is permitted at a minimum of 100 ft. wide.
 - To access smaller lot types, the applicant must request a waiver per Sec. 102-21.1 and must follow the Eustis SR Development Standards. Require multiple lot sizes for subdivisions of 10 lots or more.
 - Streets must meet or exceed the minimum standards of Residential Road or Residential Street as amended in Sec. 115-7.3. including street trees and sidewalks.

Sec. 115-4.1. Open Space

- Requirements for centrally located open space in single-family subdivisions, multi-family and mixed-use developments.
 - Acceptable justifications include site constraints due to existing natural features or requests to locate open space around one or more clustered protected or specimen trees.

Sec. 115-4.9. Stormwater management

Additional amenities required to count towards open space.

Sec. 115-7.3. Street Types

- Residential Street Standards Change in planter width from 6 feet to 8 feet to support canopy tree plantings.
- Addition of street tree requirements for one every 40 feet. Residential Road Standards Change in planter width from 6 feet to 8 feet to support canopy tree plantings.
- Addition of street tree requirements for one every 40 feet.

Sec. 115-7.3.1. Urban Street Types

(c) Table Footnote added: Street types within residential subdivisions of three lots or more within the Suburban Residential Future Land Use designation are limited to Residential Street, Residential Road, and Rear Alley for properties with less than 50 feet in width.

Sec. 115-7.3.2. Suburban Street Types

(a) Table Footnote added: Street types within residential subdivisions of three lots or more within the Suburban Residential Future Land Use designation are limited to Residential Street, Residential Road, and Rear Alley for properties with less than 50 feet in width.

Sec. 115-7.3.3. Rural Street Types

(a) Table Footnote added: Street types within residential subdivisions of three lots or more within the Suburban Residential Future Land Use designation are limited to Residential Street, Residential Road, and Rear Alley for properties with less than 50 feet in width.

Recommended Action:

Staff is recommending approval of these changes to the City's Land Development Regulations.

Policy Implications:

These amendments will enable the City to more effectively regulate the development of new subdivisions and concrete aggregate shredder/crusher operations. Additionally, the Planning Staff will have assurance that all larger parcels within the City must undergo the master planning process before any development is approved. By implementing changes to subdivision regulations and design standards, staff anticipate the creation of new subdivisions that are more distinctive and varied, moving away from the uniform designs that have been prevalent in recent years.

Budget/Staff Impact:

N/A

Business Impact Estimate:

See attached.

Prepared By:

Mike Lane, AICP – Development Services Director

ORDINANCE NUMBER 25-09

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT REGULATIONS; AMENDING SECTION 109.4 (USE REGULATIONS TABLE) TO CLASSIFY "CONCRETE AGGREGATE SHREDDER/CRUSHER" AS AN INDUSTRIAL USE AND TO SPECIFY THE LAND USE CATEGORIES IN WHICH THE USE IS PERMITTED BY RIGHT OR SUBJECT TO CONDITIONAL USE APPROVAL; AMENDING SECTIONS 115-3.1 (URBAN DISTRICTS), 115-3.2 (SUBURBAN DISTRICTS), AND 115-3.3 (RURAL DISTRICTS) RELATING TO DISTRICT REGULATIONS; AMENDING SECTIONS 109-5.4 (URBAN), 109-5.6 (SUBURBAN), AND 109-5.8 (RURAL) TO UPDATE PERFORMANCE STANDARDS; AMENDING SECTION 110-3 REGARDING DEVELOPMENT PATTERN AND DESIGN DISTRICTS; ADDING A NEW SECTION TO 110-4 (BUILDING LOT TYPES) TO ESTABLISH A SINGLE-FAMILY DETACHED LOT TYPE, WHICH MAY BE RENUMBERED AS NECESSARY; ADDING SECTION 115-4.1(b)(3) TO ESTABLISH OPEN SPACE REQUIREMENTS FOR SINGLE-FAMILY SUBDIVISIONS, MULTI-FAMILY, MIXED-USE, AND TOWNHOME DEVELOPMENTS; ADDING SECTION 115-4.9(d)(3) TO ALLOW STORMWATER FACILITIES TO FUNCTION AS AMENITIES; AMENDING SECTION 115-7.3 TO REQUIRE STREET TREES AND TO PROHIBIT ON-STREET PARKING ON RESIDENTIAL STREETS UNLESS DESIGNATED PARKING SPACES ARE PROVIDED; AMENDING SECTION 102-21 REGARDING SITE PLANS AND PRELIMINARY PLATS; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

WHEREAS, pursuant to the municipal powers granted by Article VIII of the Constitution of the State of Florida and Chapter 166, Florida Statutes, the City of Eustis may exercise all available governmental, corporate, and proprietary powers except when prohibited by law; and

WHEREAS, on July 16, 2009 the City Commission adopted revised Land Development Regulations under Ordinance 09-33 which have since been amended from time to time as necessary to periodically review, revise and update the Land Development Regulations; and

WHEREAS, the Local Planning Agency held a public hearing on June 19, 2025 where it reviewed the proposed revisions to the Land Development Regulations, found them to follow the City's Comprehensive Plan, and recommended forwarding this Ordinance to the City Commission for its consideration; and

WHEREAS, the City Commission finds the proposed revisions are necessary to ensure consistency with the Comprehensive Plan, clarify legislative intent, and promote public health, safety, and welfare, as well as foster economic growth.

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

SECTION 1. The above whereas clauses are ratified and confirmed as true and correct.

SECTION 2. The City's Land Development Regulations are hereby amended to read as follows:

* * *

Sec. 102-21. Site plans and preliminary plats.

(a) *Site plan and preliminary subdivision plat submittal requirements.* Unless specifically waived **in writing** by the **D**irector of **D**evelopment **S**ervices, all site plans and preliminary subdivision plats shall be 24 inches × 36 inches in size on plain, white paper and submitted in electronic form as well. If multiple sheets are used, the sheet number and total number of sheets must be clearly indicated on each. Each sheet must contain a title block, scale, north arrow, and date, including a revisions date block. The plans must be signed and sealed by an engineer, architect, or landscape architect licensed to practice in the State of Florida. The site plan and preliminary subdivision plat submittals must include the information required to evaluate compatibility with adjacent land uses, consideration of natural environmental systems on site and adjacent to the site, internal and external connectivity of open space and vehicular and pedestrian access and conceptual compliance with the design standards and requirements of the Land Development Code. Specifically, the submittal shall be deemed sufficient if it includes the following: except that preliminary subdivision plat applications for homestead lot residential subdivisions containing no more than four lots, each lot containing a minimum of one and one-half acres of gross land area, and which do not include establishment of new streets and alleys, shall be deemed sufficient if it includes items under (1), (2)a—d, (5)a, (6)a and k 1—3.

(1) *General information.*

- a. Vicinity or location map drawn to scale.
- b. Name and contact information for owner, applicant, and consultant.
- c. Project name, date, scale, north arrow, and revision dates.
- d. Property address, parcel ID and/or alternate key number.
- e. Boundary survey and legal description.

(2) *Physical site assessment.*

- a. Recent aerial of site and surrounding area within 500 feet of the site.
- b. Soils map, based on the most recent Lake County Soils Survey, drawn at the same scale as the site plan, clearly identifying all soil types, especially those areas which are not suitable for buildings or major structures due to soils limitations.

- c. Map of vegetative cover based on Florida Land Use Classification.
- d. Topographical survey with contour lines, including wetland delineation and 100-year flood elevation, if applicable, signed and sealed boundary survey with legal description and location of all easements.
- e. Tree survey (location, size and type of existing trees or clusters).
- f. Environmental/wildlife habitat study including:
 - 1. Description of the parcel.
 - 2. Documentation of the data collected and reviewed.
 - 3. Field survey (map, characterize, and describe natural habitats located on the site).
 - 4. Protected species survey to include direct sitings and indirect observations (record species that inhabit, cross, or utilize habitats within and immediately adjacent to the site.).
 - 5. Report describing the methodology used, findings, and conclusions/recommendations including aerial photograph that maps and identifies the character and size of the habitats as well as the location of any protected species or signs of their presence. The report shall also describe the ~~manner in which~~ way the habitats of protected species will be protected or mitigated.
 - 6. For any proposed site within the Wekiva River Protection Area as defined in Part II, Chapter 369, Florida Statutes, the environmental survey shall be conducted in accordance with the city-approved methodology to assess the impacts of development on ground and surface water quality, quantity, and hydrology, native vegetation and wildlife species, wetlands and associated uplands.

(3) *Land use assessment.* Map of site and surrounding area within 500 feet of the site depicting existing land use with density/intensity, land use designations and assignment of design districts, including location of all streets (specified by type).

(4) *Traffic circulation.*

- a. Traffic analysis to meet assessment requirements as required by Lake-Sumter Metropolitan Planning Organization (MPO).
- b. Vehicular access points.
- c. Proposed off-site improvements.

(5) *Utilities and services.*

- a. Proposed method and source of water supply and wastewater disposal.
- b. Required capacity for water and wastewater.
- c. General location and size of service lines and connections.

- d. General direction of natural surface drainage flow.
- e. Preliminary drainage calculations and proposed stormwater management system.
- f. Location of on-site wells and septic tanks (if applicable).
- g. Preliminary school concurrency assessment (residential uses only).

(6) *Proposed development plan.*

- a. Proposed buildings, structures, and/or lot layouts as applicable.
- b. Off-street parking areas (if applicable).
- c. Stormwater management locations and type.
- d. Location and dimensions of all yards, setbacks, buffers and distance between buildings (if applicable).
- e. Identification, in general, of trees to be removed.
- f. Designated Park areas (if applicable).
- g. Designated open space with acreage calculations.
- h. Location and material of screen walls and/or knee walls (if applicable).
- i. Method and location of solid waste disposal.
- j. Table or list of the building and lot types proposed.
- k. Chart of calculations demonstrating compliance with Land Development **Code Regulations** including, but not limited to the following:
 - 1. Gross acreage.
 - 2. Net acreage (less wetlands and water bodies).
 - 3. Net density (total units/net acreage).
 - 4. Open space.
 - 5. Impervious area and percentage.
 - 6. Nonresidential square footage and floor area ratio (if applicable).
 - 7. Off-street parking.
- l. Sign locations **(if applicable)**.
- m. Requested waivers (provide dimensional requirements and cross- sections).
 - 1. **Waivers requested, per Sec. 102-21.1, for smaller lot sizes for residential subdivisions within the Suburban Residential (SR) Future Land Use district are required to follow the Eustis SR Development Standards.**

(7) *Block configuration (if applicable).*

- a. Perimeter calculation for each block.

(8) **Conceptual Proposed** building **(architectural)** elevations **or renderings** (not required for preliminary subdivision plan) **(color and black and white, if available)**.

(9) Phasing plan (if applicable), including proposed completion schedule of amenities and park requirements.

(10) Conceptual landscape and lighting **(photometric)** plan, noting compliance with code requirements; all landscape and irrigation plans shall be signed and sealed by a landscape architect licensed to practice in the State of Florida.

(11) Clearly identify and justify any design variations that are being requested from the specific standards in the Land Development **Code Regulations**, including lot types and street types.

(12) Proposed method of preservation and maintenance of common open space. All developments whose submitted plan indicates the existence of one or more areas to be held in common by the property owners shall have established and maintained a homeowner's association; membership in which will be required for all purchasers of lots or parcels of land within the plat. Said association shall be established by the developer at the time, and as a condition, of platting and shall be acceptable to the city.

(13) Demonstration of compliance with the design processes outlined in chapter 115-3(g) and chapter 110-3.3(f).

(b) Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

(Ord. No. 16-13, § 1(Exh. A), 5-19-2016; Ord. No. 22-04 , § 1, 2-17-2022)

* * *

Chapter 109 LAND USE DISTRICTS AND DESIGN DISTRICT OVERLAYS¹

(1) *Urban Building Lot Types.* The following building lot types are permitted within the city's urban area.

* * *

Sec. 109-4. Use Regulations Table is hereby amended as follows

* * *

	Residential				Commercial & Industrial		Mixed Use				Other			
Specific Use	RR	SR	UR	MH	GC	GI	CBD	RT	MCR	MCI	PI	AG	CON	Standards
KEY: P = Permitted Use L=Permitted Subject to limitations in Standards Column C= Conditional Use Blank = Not Permitted														
INDUSTRIAL														
All light industrial/research				L	P		P	C	P	P	L			1, 9

except as listed below														
<u>Concrete Aggregate Shredder/Crusher</u>						<u>P</u>				<u>C</u>	<u>P</u>			
Crematorium						C								
Heavy industrial						P								
Research lab w/o manufacturing					P	P	P	C	C	P				
Self service storage						C								
Warehouse and freight movement						P				L				10
Wholesale trade					P	C	P	C	P	P				10

* * *

Sec. 109-5.4. Urban performance standards

The city has established four distinct design districts within the urban area: neighborhood, center, corridor and district. The following provisions apply to all urban districts. Specific standards by district are also included herein.

BUILDING TYPES	LOT	URBAN			
		NHB	DST	COR	CTR
HOMESTEAD ⁽³⁾					
ESTATE ⁽³⁾	X				
HOUSE ⁽³⁾	X			X	X
COTTAGE ⁽³⁾	X ⁽²⁾				X
<u>SINGLE-FAMILY DETACHED</u>	<u>X</u>				
DUPLEX	X			X	X
TOWNHOUSE	X			X	X
APARTMENT HOUSE	X			X	X
COURTYARD APARTMENT	X			X	X
APARTMENT BUILDING	X			X	X
LIVE/WORK BUILDING	X			X	X
MIXED-USE BUILDING	X ⁽¹⁾			X	X

MULTI-STORY COMMERCIAL BUILDING	X(1)		X	X
LARGE-FORMAT RETAIL BUILDING		X	X	X
COMMERCIAL BUILDING		X	X	X
PEDESTAL BUILDING				
LINER BUILDING				
INDUSTRIAL BUILDING		X		
CIVIC BUILDING	X	X	X	X
APARTMENT COMPLEX			X	
RETAIL COMPLEX		X	X	

(X) Permitted, Blank cell - prohibited.

(1) The size shall be limited to neighborhood scale.

(2) Up to four cottage building lot types when developed as one project, may apply for a waiver to permit an averaging of the side setback.

(3) New subdivisions within the Suburban Residential (SR) Future Land Use District shall be limited to Single-family Detached building lot types, unless a waiver is granted to permit Homestead, Estate, House, or Cottage lot types.

(4) Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

(Ord. No. 16-31, § 1.d. (Exh. A), 12-15-2016)

* * *

Sec. 109-5.6. Suburban performance standards.

The city has established four distinct design districts within the suburban area: neighborhood, center, corridor and district. The following provisions apply to all districts. Specific standards by district are also included herein.

(1) Suburban building lot types. The following building lot types are permitted within the city's suburban area:

BUILDING LOT TYPES	SUBURBAN			
	NHB	DST	COR	CTR
HOMESTEAD ⁽⁴⁾				
ESTATE ⁽⁴⁾	X		X ⁽³⁾	
HOUSE ⁽⁴⁾	X		X ⁽³⁾	

COTTAGE ⁽⁴⁾			X ⁽³⁾	
SINGLE-FAMILY DETACHED	X		X⁽³⁾	
DUPLEX	X		X ⁽³⁾	
TOWNHOUSE	X ⁽²⁾		X	X
APARTMENT HOUSE	X ⁽²⁾		X	X
COURTYARD APARTMENT	X ⁽²⁾		X	X
APARTMENT BUILDING	X ⁽²⁾		X	X
LIVE/WORK BUILDING			X	X
MIXED-USE BUILDING	X ⁽¹⁾		X	X
MULTI-STORY COMMERCIAL BUILDING	X ⁽¹⁾		X	X
LARGE-FORMAT RETAIL BUILDING		X	X	
COMMERCIAL BUILDING		X	X	
PEDESTAL BUILDING		X		
LINER BUILDING				
INDUSTRIAL BUILDING		X		
CIVIC BUILDING	X	X	X	X
APARTMENT COMPLEX			X	X
RETAIL COMPLEX		X	X	X
INDUSTRIAL COMPLEX		X		

(X) Permitted, Blank cell - prohibited.

(1) The size shall be limited to neighborhood scale.

(2) All apartment, townhome building types are permitted only on parcels with an MCR land use designation or as part of a mixed-use project that requires a minimum of 15% of the development acreage to be devoted to nonresidential support use.

(3) Permitted within a PUD.

(4) New subdivisions within the Suburban Residential (SR) Future Land Use District shall be limited to Single-family Detached building lot types, unless a waiver is granted to permit Homestead, Estate, House, or Cottage lot types.

(5) Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date

of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

(Ord. No. 16-31, §1.d (Exh. A), 12-15-2016)

* * *

Sec. 109-5.8. Rural performance standards.

The city has established four distinct design districts within the rural area: neighborhood, center, corridor and district. The following provisions apply to all districts. Specific standards by district are also included herein.

(1) Rural building lot types. The following building lot types are permitted within the city's rural area:

BUILDING LOT TYPES	RURAL			
	NHB	DST	COR	CTR
HOMESTEAD ⁽¹⁾	X			
ESTATE ⁽¹⁾	X			
HOUSE ⁽¹⁾	X			
COTTAGE ⁽¹⁾				X
<u>SINGLE-FAMILY DETACHED</u>	<u>X</u>			<u>X</u>
DUPLEX	X			X
TOWNHOUSE				X
APARTMENT HOUSE				X
COURTYARD APARTMENT				
APARTMENT BUILDING				
LIVE/WORK BUILDING				X
MIXED-USE BUILDING				X
MULTI-STORY COMMERCIAL BUILDING				X
LARGE-FORMAT RETAIL BUILDING				
COMMERCIAL BUILDING				
PEDESTAL BUILDING				
LINER BUILDING				
INDUSTRIAL BUILDING		X		
CIVIC BUILDING	X	X	X	X
APARTMENT COMPLEX			X	
RETAIL COMPLEX		X	X	

(X) Permitted, Blank cell – prohibited.

(1) New subdivisions within the Suburban Residential (SR) Future Land Use District shall be limited to Single-family Detached building lot types, unless a waiver is granted to permit Homestead, Estate, House, or Cottage lot types.

(2) Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

(Ord. No. 16-31, § 1.d.(Exh. A), 12-15-2016)

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Chapter 110 DEVELOPMENT STANDARDS²

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Sec. 110-3. Development pattern and design districts.

The development patterns are classified as urban, suburban or rural. Within each development pattern there are four design districts. They are categorized as 1) Neighborhood (NHB), 2) District (DST), 3) Center (CTR) and 4) Corridor (COR). These development patterns and district combinations are defined and described with graphic illustrations in chapter 109. The design development standards for each pattern and district are provided herein.

(a) *Building lot types.* There are ~~eigh~~nineteen (19) building lot types and three complex lot types.

(1) HOMESTEAD: A building lot located and designed to accommodate a detached building with large common lot yards, rear yards and street yards for a rural area.

(2) ESTATE: A building lot located and designed to accommodate a detached building with large common lot yards, rear yards and street yards.

(3) HOUSE: A building lot located and designed to accommodate a detached building with small common lot yards and a large street yard.

(4) COTTAGE: A building lot located and designed to accommodate a small, detached building with small common lot and street yards.

(5) SINGLE-FAMILY: A building lot located and designed to accommodate a detached single-family building with varied sizes of rear yards, common yards and street yards. This is the only permitted building lot type for detached single-family within the Suburban Residential (SR) Future Land Use District.

(6) DUPLEX: A building lot located and designed to accommodate a building with small common lot yards and a large street yard and containing two attached dwellings.

- (7) TOWNHOUSE: A building lot located and designed to accommodate a building with common walls on both side building lot lines and a private garden to the rear.
- (8) APARTMENT HOUSE: A building lot located and designed to accommodate a detached building which resembles a large house but which contains multiple dwellings above and beside each other.
- (9) COURTYARD APARTMENT: A building lot located and designed to accommodate multiple dwellings arranged around and fronting on a central garden or courtyard that may be partially or wholly open to the street.
- (10) APARTMENT BUILDING: A building lot located and designed to accommodate multiple dwellings above or beside each other in a building that occupies most of its building lot width and is placed close to the sidewalk.
- (11) LIVE-WORK BUILDING: A building lot located and designed to accommodate an attached or detached building with residential uses, commercial uses, or a combination of the two within individually occupied live-work units, all of which may occupy any story of the building.
- (12) MIXED-USE BUILDING LOT: A building lot located and designed to accommodate a multi-story building with multiple dwellings in upper stories and various commercial uses in any stories.
- (13) MULTI-STORY COMMERCIAL BUILDING: A building lot located and designed to accommodate a multi-story building with commercial and office uses in any story.
- (14) LARGE-FORMAT RETAIL BUILDING: A building lot located and designed to accommodate a large footprint building with one or more uses.
- (15) COMMERCIAL BUILDING: A building lot located and designed to accommodate single use office and retail that are predominately located on corridors as part of a retail complex.
- (16) PEDESTAL BUILDING: A building lot located and designed to accommodate the tallest permissible building whose primary facade must be stepped back to reduce its apparent bulk when viewed from the sidewalk.
- (17) LINER BUILDING: A building lot located and designed to accommodate a large footprint building such as a parking garage, cinema, supermarket, etc., which is surrounded by a liner building which conceals large expanses of blank walls and faces the street with ample windows and doors opening onto the sidewalk.
- (18) INDUSTRIAL BUILDING: A building lot located and designed to accommodate industrial uses.
- (19) CIVIC: A building lot located and designed to accommodate a building containing public or civic uses such as community services, day care, education, government, places of worship, or social services.
- (20) APARTMENT COMPLEX: A complex is located and designed for development over five acres in size and accommodates one or more multifamily building lot types.
- (21) RETAIL COMPLEX: A complex is located and designed for development over five acres in size and accommodates commercial buildings, large format retail building lot type, mixed use building lot types, and multi-story commercial building lot types. A block structure will be required for this type of development and is outlined in section 115-7.1(a).

(22) INDUSTRIAL COMPLEX: A complex is located and designed for development over five acres in size and accommodates multiple industrial building types in one complex.

(b) Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

(Ord. No. 16-31, § 1.e.(Exh. A), 12-15-2016)

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Sec. 110-4. Single-family detached lot.

A building lot located and designed to accommodate a detached single-family building with varied sizes of rear yards, common yards and street yards. This is the only permitted building lot type for detached single-family within the Suburban Residential (SR) Future Land Use District.

	<u>Suburban Residential (SR)</u>
<u>LOT REQUIREMENTS</u>	<u>MIN</u>
<u>Lot Width (ft)</u>	<u>100</u>
<u>Lot Depth (ft)</u>	<u>100</u>
<u>Lot Size (ft)</u>	<u>10,000</u>
<u>BUILDING ENVELOPE</u>	<u>MAX</u>
<u>Street Setback (ft)</u>	<u>25</u>
<u>Common Lot Setback (ft)</u>	<u>7.5</u>
<u>Alley or Rear Setback (ft)</u>	<u>10</u>
<u>Frontage Buildout %</u>	<u>--</u>
<u>ACC BLDG ENVELOPE</u>	<u>MAX</u>
<u>Street Setback (ft)</u>	<u>10' behind building frontage</u>
<u>Common Lot Setback (ft)</u>	<u>5</u>
<u>Rear Setback (ft)</u>	<u>5</u>
<u>BUILDING HEIGHT</u>	<u>MAX</u>
<u>Principal Building (st)</u>	<u>2</u>
<u>Accessory Building(s) (st)</u>	<u>2</u>
<u>PARKING PROVISIONS</u>	
<u>Location</u>	<u>Zones 2 and 3</u>
<u>PRIVATE FRONTAGES</u>	
<u>Common Lawn</u>	<u>X</u>
<u>Porch and Fence</u>	<u>X</u>
<u>Forecourt</u>	
<u>Stoop</u>	

<u>Shopfront and Awning</u>	
<u>Gallery</u>	
<u>Arcade</u>	

Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

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Chapter 115 GENERAL BUILDING AND SITE STANDARDS

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Sec. 115-3. - Residential compatibility and design district transitions.

The compatibility standards below provide standard and predictable measures for establishing and creating compatibility through landscapes, buffers, natural areas or transitional development practices in an effort to lessen impacts and integrate development along the edges of properties where different land use districts or densities are present, as provided for in the future land use element of the comprehensive plan. These standards are in addition to the development pattern and design district standards in Chapter 109 that provide for compatible lot typologies.

(Ord. No. 21-09, § 1, 6-17-2021)

Sec. 115-3.1. - Urban Districts.

(a) Urban residential compatibility. The maximum residential density permitted within any urban design district shall be consistent with the maximum density of the applicable land use district assigned to each individual property.

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

The width of the new lots may be no more than 110 percent of the width of the existing or platted lots, unless such existing or platted lots are non-conforming with the urban design district standards.

(c) When any urban design district abuts a suburban design district, and proposed new residential lots will share a common boundary with existing or platted lots:

(1) The width of the new lots may be no less than 60 percent of the width of the existing or platted lots, unless:

a. A landscape buffer (7 to 10 feet wide) is provided between the new lots and existing or platted lots; or

b. Park space as permitted by section 115-8.1 is provided between the new lots and the existing platted lots; or

c. A consistent opaque buffer wall/fence is provided between the new lots and the existing or platted lots.

(d) Master Planning Requirement. Urban district properties larger than 300 acres must undergo a comprehensive master planning process before development. This process shall incorporate agreed-upon design standards, pattern books, covenants and restrictions, and other planning techniques/best practices to promote cohesive, well-integrated land use.

(e) Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

Sec. 115-3.2. - Suburban Districts.

(a) Suburban residential compatibility. The maximum residential density permitted within any suburban design district shall be consistent with the maximum density of the applicable land use district assigned to each individual property.

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

(1) The width of the new lots may be no more than 150 percent of the width of the existing or platted lots, unless:

a. The existing or platted lots are non-conforming to the suburban design district standards;

b. Central sewer service is not available.

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

(1) The width of the new lots may be no less than 75 percent of the width of the existing or platted lots; unless:

a. A landscape buffer (10 to 15 feet wide) is provided between the new lots and existing or platted lots; or

b. Park space as permitted by section 115-8.3 is provided between the new lots and existing or platted lots.

c. Master Planning Requirement. Suburban district properties larger than 300 acres must undergo a comprehensive master planning process before development. This

process shall incorporate agreed-upon design standards, pattern books, covenants and restrictions, and other planning techniques/best practices to promote cohesive, well-integrated land use.

d. *Time to Challenge.* Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

Sec. 115-3.3. - Rural Districts.

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

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

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

a. The existing or platted lots are non-conforming to the suburban design district standards;

b. Central sewer service is not available.

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

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

i. A landscape buffer (15 to 25 feet wide) is provided between the new lots and existing or platted lots; or

ii. Park space as permitted by section 115-8.3 is provided between the new lots and existing or platted lots.

d. *Master Planning Requirement.* Rural district properties larger than 300 acres must undergo a comprehensive master planning process before development. This process shall incorporate agreed-upon design standards, pattern books, covenants and restrictions, and other planning techniques/best practices to promote cohesive, well-integrated land use.

e. *Time to Challenge.* Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

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Sec. 115-3.4. Residential Subdivision Standards for all design districts within the Suburban Residential Future Land Use District.

(a) For all residential subdivisions containing more than ten lots within the Suburban Residential (SR) Future Land Use District, all provisions of Section 115 shall apply, except that the standards specified herein supersede the requirements of Section 115, regardless of the design district in which the properties are located.

(1) Building Lot Types. For detached single-family development, single-family detached building lot types are the only lot type permitted.

a. If the applicant desires to include smaller lot types within the development, the applicant shall apply for a waiver, per Sec. 102-21.1, to a smaller lot size provided for in the Eustis SR Development Standards.

(2) Double-Frontage Lots. The use of double-frontage lots shall be strongly discouraged except where essential to overcome disadvantages of topography or environmental characteristics.

(3) Streets. Streets must be designed to accommodate multimodal traffic and serve a variety of users. This section is intended to acknowledge this and provide guidance for future roadway construction and reconstruction.

a. The internal street network must comply with or exceed the minimum standards of Residential Road, Residential Street, or Rear Alley types from Section 115.7.3., including street trees and sidewalks where applicable.

b. Cul-de-sacs are discouraged. If a residential street does not provide connectivity outside of direct access from residences to the surrounding street network, it shall be a private street dedicated to a property owner's association. Cross access to abutting properties or stubs out to vacant adjacent sites will be considered providing connectivity.

c. For all residential subdivisions containing more than ten lots within the Suburban Residential (SR) Future Land Use District, this standard shall supersede the permissible street types table outlined in Sec. 115-7.3.2.

(4) Street Trees. Street trees are required in parkway strips between the road and sidewalk.

a. Canopy (overstory) trees shall be provided in the streetscape spaced at one (1) tree per forty (40) feet of property frontage. Waivers for tree spacing may be considered for access drives or the construction of on-street parking spaces.

b. Minimum widths for parkway strips are required to comply with the minimum standards of Residential Road, Residential Street, or Rear Alley types from Section 115.7.3.

(5) Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

* * *

Sec. 115-4.1 Open space.

(a) When there is a requirement that the minimum open space required within a development be under common ownership or unified control, or within a subdivision, the open space shall be property under control of the developer or in public or common private ownership. It shall not be in individual lots unless restricted by a conservation easement protecting natural resources and prohibiting construction of impervious surface improvements.

(b) Open space may be used for parks, recreation, conservation, preservation of native habitat and other natural resources, stormwater management, historic or scenic purposes. When used for recreation, the following shall apply:

(1) Recreational activities in conservation or preservation open space areas shall maintain the areas in their natural state with little or no land disturbance. Structures are limited to improvements such as boardwalks, permeable pathways and signage necessary for resource management.

(2) Recreational activities in all other open space areas may include but are not limited to active and passive recreation where not more than five percent of the area of any required open space shall be occupied by impervious surfaces other than sidewalks, boardwalks, and other pedestrian pathways.

(3) For multi-family, mixed-use, and townhome developments, programmed open spaces and recreational areas shall be centrally located and shall be visually and physically connected to a street. If it is not possible to provide a centrally located recreational area, justification shall be provided by the applicant, and the alternative proposal shall be subject to approval by the Development Services Director or their designee.

a. Acceptable justifications include site constraints due to existing natural features or requests to locate open space around one or more clustered protected or specimen trees.

(4) Time to Challenge. Any person or entity challenging the validity of this section must do so by filing a lawsuit with a court of competent jurisdiction within 90 days of the date of adoption. Absent the timely filing of a lawsuit in a court of competent jurisdiction within 90 days of the date of adoption, this section shall be the final adjudication of all issues presented herein and not subject to challenge more than 90 days after adoption.

(Ord. No. 16-31, 12-15-2016)

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Sec. 115-4.9. Stormwater management.

(a) Purpose and intent. The purpose of this section is to provide stormwater management for protecting the public health, safety, and welfare from deterioration of water quality, damage of property and infrastructures, and degradation of environment. The intent of the stormwater management is to confine and regulate runoff from polluting surface water, reducing erosion and sedimentation, preventing flooding and endangerment of the ecological balance of the environment. Proper stormwater management enhances landscape value, increases groundwater recharge, and decreases groundwater consumption. All new developments require stormwater management with the financial responsibility of design, permits, construction and maintenance being born by the developer.

(b) Permitting. A site development permit is required for all construction activities such as land clearing for stormwater control, subdivision development, infrastructures installation, pavement, altering shoreline or water bodies functions, etc. Exemptions will be provided for activities such as individual residential construction within a permitted subdivision, agricultural and silvicultural activities permitted by regulatory agencies as required. All permit applications shall include sufficient information and documentation in the form of maps, plans, specifications, and calculations signed and sealed as required by law.

(c) Performance criteria and standards. All stormwater management shall be planned, designed, constructed and maintained to meet the performance criteria and standards as described herein and required by law. The city engineer shall provide stormwater construction specifications and standards.

(1) Pollution abatement. Stormwater runoff shall be contained as required by state and federal regulatory agencies to provide retention and detention storage as required by the agency having jurisdiction (St. Johns River Water Management District). In unincorporated planning areas, both St. Johns River Water Management District and Lake County Environmental Services shall be contacted for permit requirements. Retention basins with percolation and detention basins without filtration (wet detention) are recommended. The use of detention basins with underdrain filtration (dry detention) is discouraged due to maintenance problems.

(2) Water quantity and flood control. Stormwater runoff shall be contained as required by state and federal regulatory agencies to limit post-development peak rate and volume discharge as required by the agency having jurisdiction (St. Johns River Water Management District). Designs for the drainage basins shall be based on storm events as follows:

- a. The 25-year 96-hour storm event shall be used for land locked (without positive drainage outfall) areas which are:
 1. Low-lying with a history of flooding problems; or
 2. Have a high water table; or
 3. Contain impervious soils.

Stormwater runoff shall be contained such that the post-development volume of runoff shall not exceed pre-development conditions based on a 25-year, 96-hour storm event. For certain drainage basins as identified in the city's 1990 stormwater facilities study there may be additional requirements to achieve discharge and flood control requirements.

b. The 25-year, 24-hour storm event shall be used for areas having positive drainage outfall to an existing storm sewer or drainage ditch which leads to open surface waters of a lake or a canal. The post-development peak rate of discharge of stormwater runoff shall not exceed the pre-development conditions.

c. Retention systems must provide an available capacity for the appropriate treatment volume of stormwater within 72 hours following a storm event assuming average antecedent moisture conditions. Percolation rates for soils within the retention /detention area shall be determined by a geotechnical engineer and contained within a signed and sealed soils report.

Percolation rates must be designed with a safety factor of at least two unless the applicant affirmatively demonstrates based on plans, test results, calculations or other information that a lower safety factor is appropriate for the specific site conditions.

d. Plans and calculations for all stormwater retention/detention facility shall be sealed by a degreed civil engineer registered in the state who shall assume all responsibility and liability for their form, function and performance

(3) *Erosion control*. Erosion and sedimentation control devices shall be installed between the disturbed area and water bodies, watercourses and wetlands prior to construction. Vegetated buffer strips shall be retained in their natural state along the banks of all watercourses, water bodies and wetlands. Best management practices (BMPs) as described by the state department of environmental regulation's Florida Land Development Manual shall be incorporated into all designs to control erosion on site and sedimentation in watercourses.

(4) *Flood plain*. Development within the flood plain is discouraged. Construction within the flood prone areas as defined by Federal Emergency Management Act maps shall be compensated by providing storage volume for all flood water displaced by development below the elevation of the 100-year flood plain. All developments within riverine flood prone areas shall be designed to maintain the flood carrying capacity of the floodway such that the flood elevations are not increased, either upstream or downstream. Additionally, portions of structures below the flood area must be flood-proofed.

(5) *Off-site drainage*. Off-site areas which drain to or across a developing site must be accommodated in the stormwater management plans. Developing sites which drain to off-site areas must include those off-site areas in the stormwater management plans. The stormwater management system for the development must be capable of transporting flows without increasing stages or flows upstream or downstream of the developing areas. Stormwater runoff shall be contained at site without draining to the adjacent property unless proper drainage easement is secured.

(6) *Roadway swales.* Roadside swales may be acceptable for retention and detention of stormwater runoff from the roadway. Swale drainage shall be designed to provide positive drainage on site or conveyance of runoff to the retention or detention ponds based on 10-year, 24-hour storm event. Positive percolation on site will be accepted only when the seasonal high ground water level is a minimum of one foot below the invert of the swale.

(7) *Storm sewer.* Storm sewer shall be designed based on a minimum of 10-year, 24-hour storm event. The minimum size of pipe used for storm sewer is 15 inches. All storm sewers shall be designed for a minimum velocity of two fps when flowing full, and the outlet ends shall be equipped with energy dissipaters for erosion control. Storm sewers shall be designed such that the hydraulic gradient is one foot below the gutter line or edge of pavement for arterial roadways, and one-half foot below the gutter line or edge of pavement for collector and local roadways.

(8) *Stormwater facilities.* Stormwater facilities shall be designed to provide the following levels of service:

Bridges: Hydraulic profile shall be below the top cord of the bridge for the 50-year, 24-hour storm event.

Canals: Canals, ditches, or culverts external to the development, and stormwater detention or retention basins which are not part of a project that is contributory to land-locked areas with no positive outlet, shall be designed for the 25-year, 96-hour storm event.

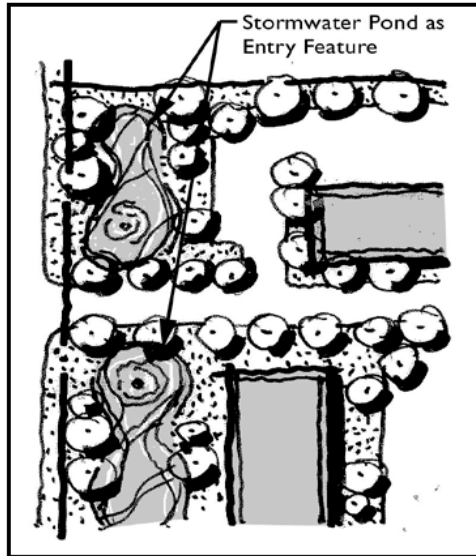
Roadway: Stormwater flooding for arterial and collector roadways shall not exceed one-half of the roadway width. For local roads, stormwater flooding shall not exceed the crown of the road for the 10-year, 24-hour storm event.

(9) *Wetlands.* Natural wetlands may only be used to attenuate runoff peak discharges if the regulatory agencies accept and approve such measures. Copies of permits from the agencies shall be submitted to the city prior to the city's final approval.

(10) *Easement.* A minimum 15 feet drainage easement shall be granted to the city for maintenance of drainage ways on-site or through the retention/detention basins. A 20-foot wide berm easement around the storage basins for maintenance purposes shall be provided to the city. This easement shall in no way relieve the property owner of maintenance of the drainage facility (for example, mowing of grass or weed control). It is not the intent of the city to provide routine maintenance in these easements; rather, the intent is to allow the city access to maintain the easement area as deemed necessary in the city's sole discretion.

(11) *Safety protection.* Where a sidewalk or public right-of-way is immediately abutting a retention/detention basin, a guardrail or other protective device shall be installed along the sidewalk or right-of-way. A dry basin designed for more than five feet in depth at 3:1 to 4:1 (horizontal: vertical) side slopes shall be fenced. Required fences for dry basins not steeper than 4:1 side slope shall be based on case-by-case basis. Minimum requirements of side slopes shall not be steeper than 3:1 for basin and 4:1 for swale designs.

(d) *Additional design standards.* Stormwater facilities may count toward the minimum open space requirements of these regulations if they meet the following minimum design standards:



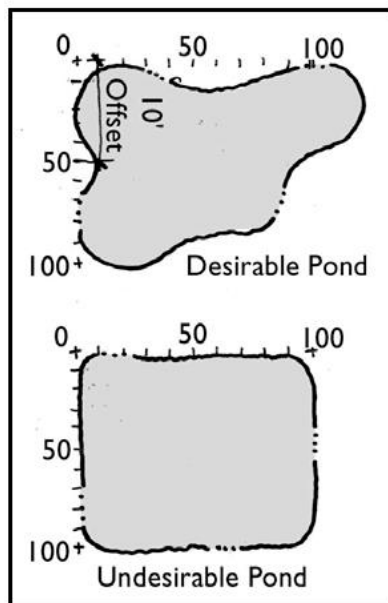
Stormwater Facilities as a Design Feature

(1) Stormwater facilities (ponds and/or depressions) shall be designed and utilized as site amenities along entrances and street frontages or incorporated with buffers between incompatible uses. These areas shall count toward open space requirements if the impervious area of the site does not exceed 75 percent.

(2) Stormwater facilities should be designed and permitted so as not to require fencing. If fencing is required, a green or black vinyl/painted finish is required. Walls or other railings for structured stormwater 'boxes' must be decorative. Fenced or walled ponds shall not count toward open space requirements within a project and shall only be located at the side or rear of a site. Max. Fence Height: four feet zero inches.

(3) **Stormwater facilities shall be designed to be an accessible and usable amenity for the development, incorporating natural landscaping, pedestrian pathways, benches, or other recreational features.**

(4) Subject to the requirements of St. Johns River Management District, other governmental agencies, and a consideration of safety related issues stormwater facilities that are located in the front of a property may be prohibited from having fencing.



Desirable & Undesirable Detention/Retention Design

(5) Wet stormwater detention/retention facilities adjoining public streets shall include a water feature such as a fountain or spray jet, and shall be planted with appropriate aquatic materials as specified in Table C. Detention/retention along the front of a property shall be designed with curvilinear edges - not as a straight "box". Retention embankments shall be planted with 1 tree per 50 linear feet of retention perimeter measured from top of slope. Trees shall be suitable for wet locations as identified in Table C, Approved Aquatic Plant Materials List.

(6) Dry retention areas shall be planted with grass, and unless maintained as an open lawn swale, shall be screened from view with a continuous hedge of shrubs on 36-inch centers around at least 75 percent of the perimeter at the top of the slope.

* * *

Sec. 115-7.3. Street types.

The categories of regulations that are provided on each street section are defined as follows.

(a) Design parameters.

(1) Target speed, the desired motor vehicle operating speed and design speed of the facility.

(2) Movement, the characteristic of motor vehicle traffic flow, described as free, slow, or yield.

(b) Travel-way configurations.

(1) Travel lanes (each direction), the number of through lanes to be provided in each direction (not applicable for yield movement facilities).

(2) Turn lanes, the lanes that may be provided on each approach at intersections where turn lanes are required (not applicable for yield movement facilities) to facilitate traffic operations.

(3) Bike facility, the provision of facilities for bicycle use, described as bike lane or bike route.

(c) Lane dimensions.

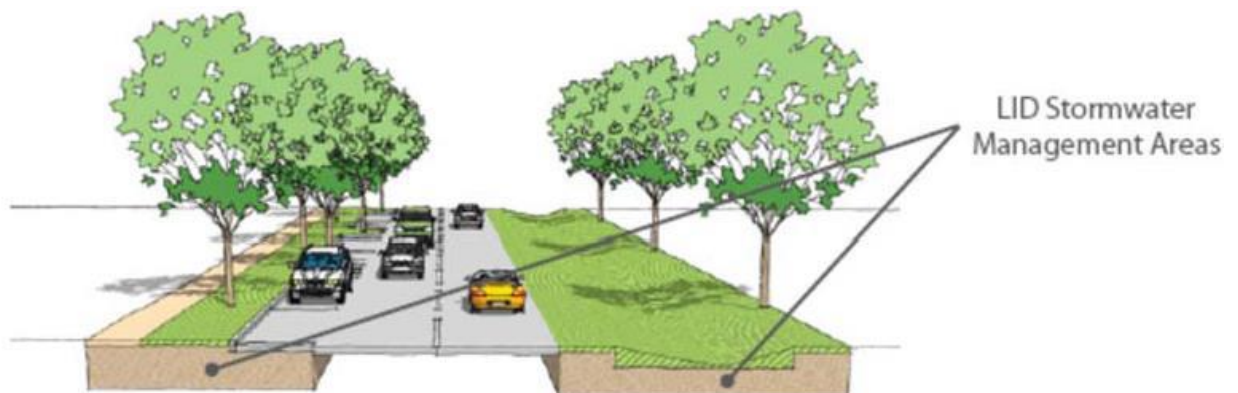
(1) Travel lane(s) width (feet), the width of each travel lane measured to the face of curb (or edge of pavement if no curb).

(2) Bike lane width (feet), the width of bike lane measured to the face of curb (or edge of pavement if no curb).

(3) Continuous left turn lane width (feet), the width of center left turn lane measured to the edge of the adjacent travel lane.

(4) Parking lane width (parallel parking) (feet), the width of parking lane, if provided, on facility with parallel parking.

(5) Parking lane width (angled parking) (feet), the width of parking lane, if provided, on facility with angled parking, measured from the face of curb or edge of pavement if no curb).



(d) Roadway edge.

(1) Outside curb type, the type of edge treatment to be provided at the outside edge of pavement, described as type B, D, E, F, ribbon, or no curb.

(2) Median curb type, the type of edge treatment at the inside edge of pavement on a median facility, described as type B, D, E, F, ribbon, or no curb.

(e) Medians.

(1) Allowable median type, the type of median that may be provided between directions of traffic, described as narrow or wide.

(2) Narrow median width (ft.), the width of a narrow median.

(3) Wide median width (ft.), the width of a wide median.

(f) Public frontage.

(1) Planter type, the type of planting area that must be provided outside of the travelway, described as grass, intermittent, tree well, swale or natural area.

(2) Planter width (feet), the width of planting area.

(3) Walkway width (each side) (feet), the width of pedestrian walkway that must be provided on each side of the travel-way, unless noted otherwise.

(g) *Right-of-way*. Right-of-way width (feet), the width of right-of-way based on the minimum amount of space needed to accommodate the required elements of the design section.

(h) Low impact development is permitted in street design and construction in all areas outside of the travel-ways. Those areas include on-street parking, sidewalks, planters, swales, or shoulders which may be used for stormwater infiltration, exfiltration, or storage, as shown on the example street section. Low impact development practices are particularly encouraged in rural areas.

(Ord. No. 16-31, 12-15-2016)

* * *

RESIDENTIAL STREET ⁽¹⁾

A small scale, slow or yield movement, local thoroughfare suitable for centers and cores providing frontage for higher density urban uses like townhouses, or small-lot single family homes.



DESIGN PARAMETERS	MIN	MAX
Target Speed	15	25
Movement	Yield	Yield

TRAVELWAY CONFIGURATIONS	MIN	MAX
Travel Lanes (each direction)	N/A	N/A
Turn Lanes	N/A	N/A
Bike Facility	Bike Route	Bike Route
LANE DIMENSIONS	MIN	MAX
Travel Lane(s) Width (ft.)	Pavement Width	
Outside Lane Width (no bike lane) (ft.)	16	26
Bike Lane Width (ft.)	Yield movement. Two-way travel, with parking on one or both sides of the street	
Continuous Left Turn Lane Width (ft.)		
Parking Lane Width (with bike lane) (ft.)		
Parking Lane Width (no bike-lane) (ft.)		
CURBS	MIN	MAX
Outside Curb Type	Type D or F	Type D or F
Median Curb Type	N/A	N/A
MEDIANS	MIN	MAX
Allowable Median Type	None	None
Narrow Median Width (ft.)	N/A	N/A
Wide Median Width (ft.)	N/A	N/A
PUBLIC FRONTAGE	MIN	MAX
Planter Type	Grass	Grass
Planter Width (ft.)	6 8	15
Street Trees	One canopy tree every 40 feet	--
Sidewalk Width (each side) (ft)	5	7
RIGHT-OF-WAY	MIN	MAX
Right-of-Way Width (ft.)	45	70

(1) On-street parking is not permitted unless parking spaces are provided with this street type within 8 – 10 feet. The parking spaces are not to be marked

* * *

RESIDENTIAL ROAD ⁽¹⁾

A small scale slow or free movement local thoroughfare suitable to provide frontage for low-density buildings.



DESIGN PARAMETERS	MIN	MAX
Target Speed	25	35
Movement	Slow	Slow
TRAVELWAY CONFIGURATIONS	MIN	MAX
Travel Lanes (each direction)	N/A	N/A
Turn Lanes	N/A	N/A
Bike Facility	Bike Route	Bike Route
LANE DIMENSIONS	MIN	MAX
Travel Lane(s) Width (ft.)	Pavement Width	
Outside Lane Width (no bike lane) (ft.)	10	16
Bike Lane Width (ft.)	Yield movement. Two-way travel	
Continuous Left Turn Lane Width (ft.)		
Parking Lane Width (with bike lane) (ft.)		
Parking Lane Width (no bike-lane) (ft.)		
CURBS	MIN	MAX
Outside Curb Type	Swale or Ribbon	Swale or Ribbon
Median Curb Type	N/A	N/A
MEDIANS	MIN	MAX
Allowable Median Type	None	None
Narrow Median Width (ft.)	N/A	N/A
Wide Median Width (ft.)	N/A	N/A
PUBLIC FRONTAGE	MIN	MAX
Planter Type	Grass or Swale	Grass or Swale
Planter Width (ft.)	6 8	15
Street Trees	One canopy tree every 40 feet	--
Sidewalk Width (each side) (ft)	5	7

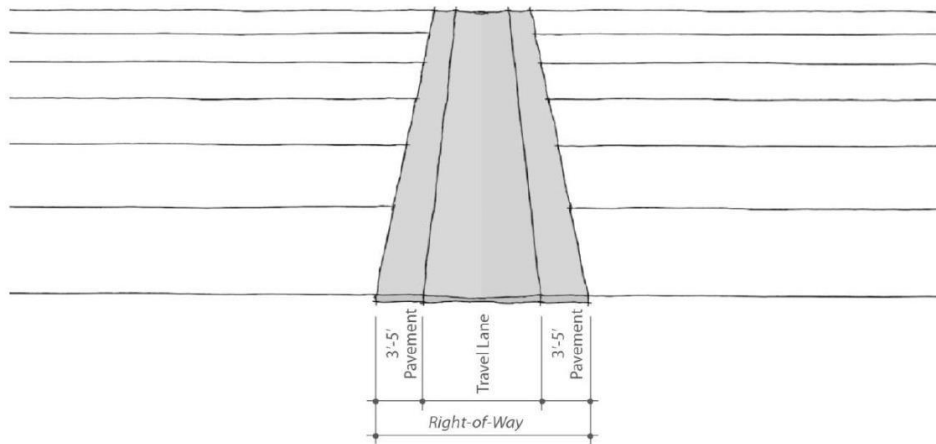
RIGHT-OF-WAY	MIN	MAX
Right-of-Way Width (ft.)	45	70

(1) On-street parking is not permitted unless parking spaces are provided with this street type within 8 – 10 feet. The parking spaces are not to be marked.

* * *

REAR ALLEY

A yield movement right-of-way providing access to service areas, parking, outbuildings (garage) and contains utility easements. This condition is more urban in nature and does not include any streetscape requirements.



DESIGN PARAMETERS	MIN	MAX
Target Speed	5	10
Movement	Yield (one way)	Yield (one way)
TRAVELWAY CONFIGURATIONS	MIN	MAX
Travel Lanes (each direction)	1	1
Turn Lanes	N/A	N/A
Bike Facility	None	None
LANE DIMENSIONS	MIN	MAX
Travel Lane(s) Width (ft.)	8	11
Outside Lane Width (no bike lane) (ft.)	N/A	N/A
Bike Lane Width (ft.)	N/A	N/A
Continuous Left Turn Lane Width (ft.)	N/A	N/A
Parking Lane Width (with bike lane) (ft.)	N/A	N/A
Parking Lane Width (no bike-lane) (ft.)	N/A	N/A

CURBS	MIN	MAX
Outside Curb Type	None Required	None Required
Median Curb Type	N/A (inverted Crown)	N/A (Inverted Crown)
MEDIANS	MIN	MAX
Allowable Median Type	N/A	N/A
Narrow Median Width (ft.)	N/A	N/A
Wide Median Width (ft.)	N/A	N/A
PUBLIC FRONTAGE	MIN	MAX
Planter Type	N/A	N/A
Planter Width (ft.)	N/A	N/A
Sidewalk Width (each side) (ft)	N/A	N/A
RIGHT-OF-WAY	MIN	MAX
Right-of-Way Width (ft.)	14	21

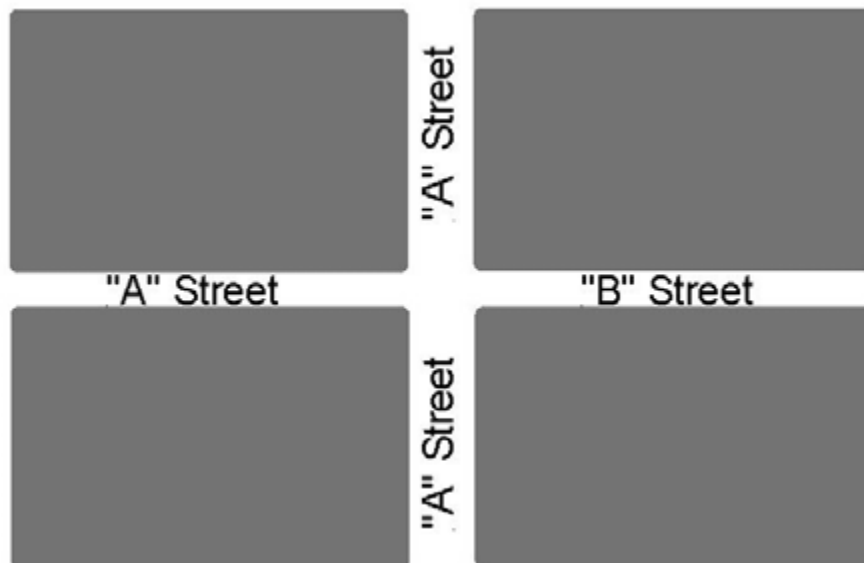
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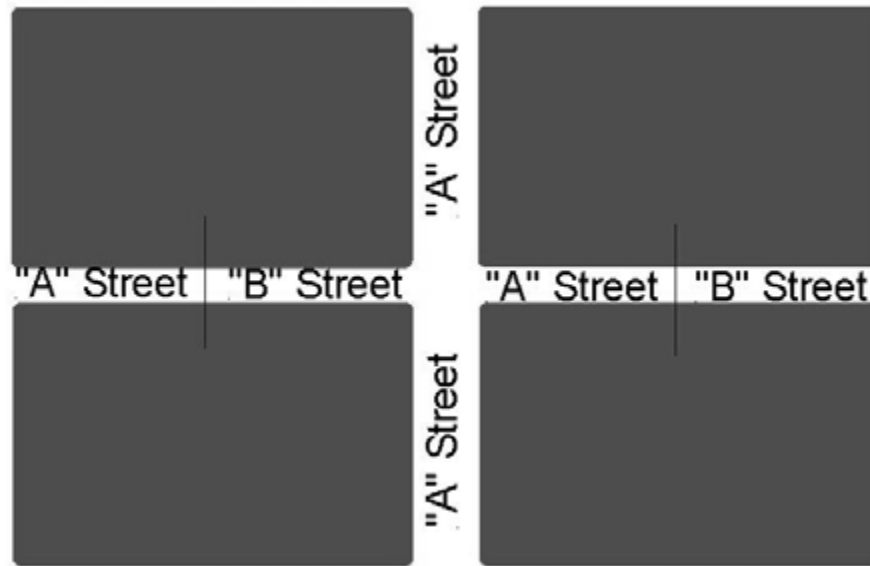
Sec. 115-7.3.1. Urban street types.

(a) *Urban street types.* Within the urban area, all newly constructed streets, excluding alleys and multi-use trails, shall be designated an "A" street or a "B" street on the site plan. In addition, the following restrictions shall apply:

- (1) A street shall be classified an "A" street unless otherwise designated on the site plan. "B" streets may be designated by individual block faces; however, no block face shall be split by "A" street and "B" street designations. See figure 2 for illustration.

A. Acceptable A-B Street Layout



B. Unacceptable A-B Street Layout**Figure 10. Street Layout examples.**

Alleys are required to serve all residential lots less than 50 feet in width. Alleys and other streets shall be interconnected whether multiple streets are being constructed or there are opportunities to connect to existing streets.

- (b) The following streets are designated "A" streets within the urban center. If a street has not been identified, it shall be designated a "B" street.

Street	From	To
Bates Avenue	Bay Street	Mary Street
Gottsche Avenue	Bay Street	Mary Street
Clifford Avenue	Bay Street	Mary Street
Magnolia Avenue	Bay Street	Mary Street
Orange Avenue	Bay Street	Mary Street
Lemon Avenue	Bay Street	Mary Street
Bay Street	Lemon Avenue	Bates Avenue
Eustis Street	Orange Avenue	Clifford Avenue
Grove Street	Lemon Avenue	Bates Avenue
Center Street	Lemon Avenue	Bates Avenue
Mary Street	Lemon Avenue	Bates Avenue
McDonald Avenue	Bay Street	Mary Street

- (c) The following street types are permitted within the city's urban design districts:

Street Types ⁽¹⁾	URBAN			
	NHB	DST	COR	CTR
Highway				
Boulevard		X	X	X

Avenue	X	X	X	X
Drive	X	X	X	X
Commercial Street			X	X
Standard Street	X	X	X	X
Residential Street	X			
Residential Road				
General Road				
Rural Road				
Service Road				
Rear Alley		X	X	X

(X) Permitted, Blank cell – prohibited.

(1) Street types within residential subdivisions of ten lots or more within the Suburban Residential (SR) Future Land Use designation are limited to Residential Street, Residential Road, and Rear Alley for properties with less than 50 feet in width.

(Ord. No. 16-31, 12-15-2016)

Sec. 115-7.3.2. Suburban street types.

(a) The following street types are permitted within the city's suburban design districts.

Street Types ⁽¹⁾	SUBURBAN			
	NHB	DST	COR	CTR
Highway		X	X	X
Boulevard		X	X	X
Avenue		X	X	X
Drive	X	X	X	X
Commercial Street			X	X
Standard Street		X	X	X
Residential Street	X			
Residential Road	X			
General Road				
Rural Road				
Service Road		X	X	
Rear Alley		X	X	X
Rear Lane	X			

(X) Permitted, Blank cell - prohibited.

(1) Street types within residential subdivisions of ten lots or more within the Suburban Residential (SR) Future Land Use designation are limited to Residential Street, Residential Road, and Rear Alley for properties with less than 50 feet in width.

Alleys are required to serve all residential lots less than 50 feet in width. Alleys and other streets shall be interconnected where multiple streets are being constructed or there are opportunities to connect to existing streets.

(Ord. No. 16-31, 12-15-2016)

Sec. 115-7.3.3. Rural street types.

(a) The following street types are permitted within the city's rural design districts:

Street Types ⁽¹⁾	RURA			
	NHB	DST	COR	CTR
Highway		X	X	
Boulevard				
Avenue				
Drive				
Commercial Street				X
Standard Street				X
Residential Street				
Residential Road	X			
General Road	X	X	X	X
Rural Road	X	X	X	X
Service Road				
Rear Alley		X		X
Rear Lane	X		X	

(X) Permitted, Blank cell – prohibited.

(1) Street types within residential subdivisions of ten lots or more within the Suburban Residential (SR) Future Land Use designation are limited to Residential Street, Residential Road, and Rear Alley for properties with less than 50 feet in width.

Alleys are required to serve all residential lots less than 50 feet in width. Alleys and other streets shall be interconnected where multiple streets are being constructed or there are opportunities to connect to existing streets.

(Ord. No. 16-31, 12-15-2016)

* * *

SECTION 3. The above whereas clauses are ratified and confirmed as true and correct.

SECTION 4. The City's Land Development Regulations are hereby amended to read as follows:

SECTION 5. Any typographical errors that do not affect the intent of this Ordinance may be corrected with notice to and authorization of the City Attorney and City Manager without further process.

SECTION 6. That it is the intention of the City of Eustis that the provisions of this ordinance shall become and be made a part of the City of Eustis Code of Ordinances and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Section", "Article", or other such appropriate word or phrase to accomplish such intentions.

SECTION 7. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 8. That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 9. That this Ordinance shall become effective immediately upon its approval and adoption, as provided by law.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 17th day of July, 2025.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17th day of July 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public – State of Florida

My Commission Expires: _____

Notary Serial No. _____

CITY ATTORNEY'S OFFICE

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

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-09 is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	25-09
Ordinance Subject	Amendments to City Land Development Regulations
Legal Advertising Date	June 10, 2025
First Reading On	6/19/2025
Second Reading On	7/17/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT REGULATIONS; AMENDING SECTION 109.4 (USE REGULATIONS TABLE) TO CLASSIFY "CONCRETE AGGREGATE SHREDDER/CRUSHER" AS AN INDUSTRIAL USE AND TO SPECIFY THE LAND USE CATEGORIES IN WHICH THE USE IS PERMITTED BY RIGHT OR SUBJECT TO CONDITIONAL USE APPROVAL; AMENDING SECTIONS 115-3.1 (URBAN DISTRICTS), 115-3.2 (SUBURBAN DISTRICTS), AND 115-3.3 (RURAL DISTRICTS) RELATING TO DISTRICT REGULATIONS; AMENDING SECTIONS 109-5.4 (URBAN), 109-5.6 (SUBURBAN), AND 109-5.8 (RURAL) TO UPDATE PERFORMANCE STANDARDS; AMENDING SECTION 110-3 REGARDING DEVELOPMENT PATTERN AND DESIGN DISTRICTS; ADDING A NEW SECTION TO 110-4 (BUILDING LOT TYPES) TO ESTABLISH A SINGLE-FAMILY DETACHED LOT TYPE, WHICH MAY BE RENUMBERED AS NECESSARY; ADDING SECTION 115-4.1(b)(3) TO ESTABLISH OPEN SPACE REQUIREMENTS FOR SINGLE-FAMILY SUBDIVISIONS, MULTI-FAMILY, MIXED-USE, AND TOWNHOME DEVELOPMENTS; ADDING SECTION 115-4.9(d)(3) TO ALLOW STORMWATER FACILITIES TO FUNCTION AS AMENITIES; AMENDING SECTION 115-7.3 TO REQUIRE STREET TREES AND TO PROHIBIT ON-STREET PARKING ON RESIDENTIAL STREETS UNLESS DESIGNATED PARKING SPACES ARE PROVIDED; AMENDING SECTION 102-21 REGARDING SITE PLANS AND PRELIMINARY PLATS; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

Based on the City's review of the proposed ordinance (*must select one of the following*):

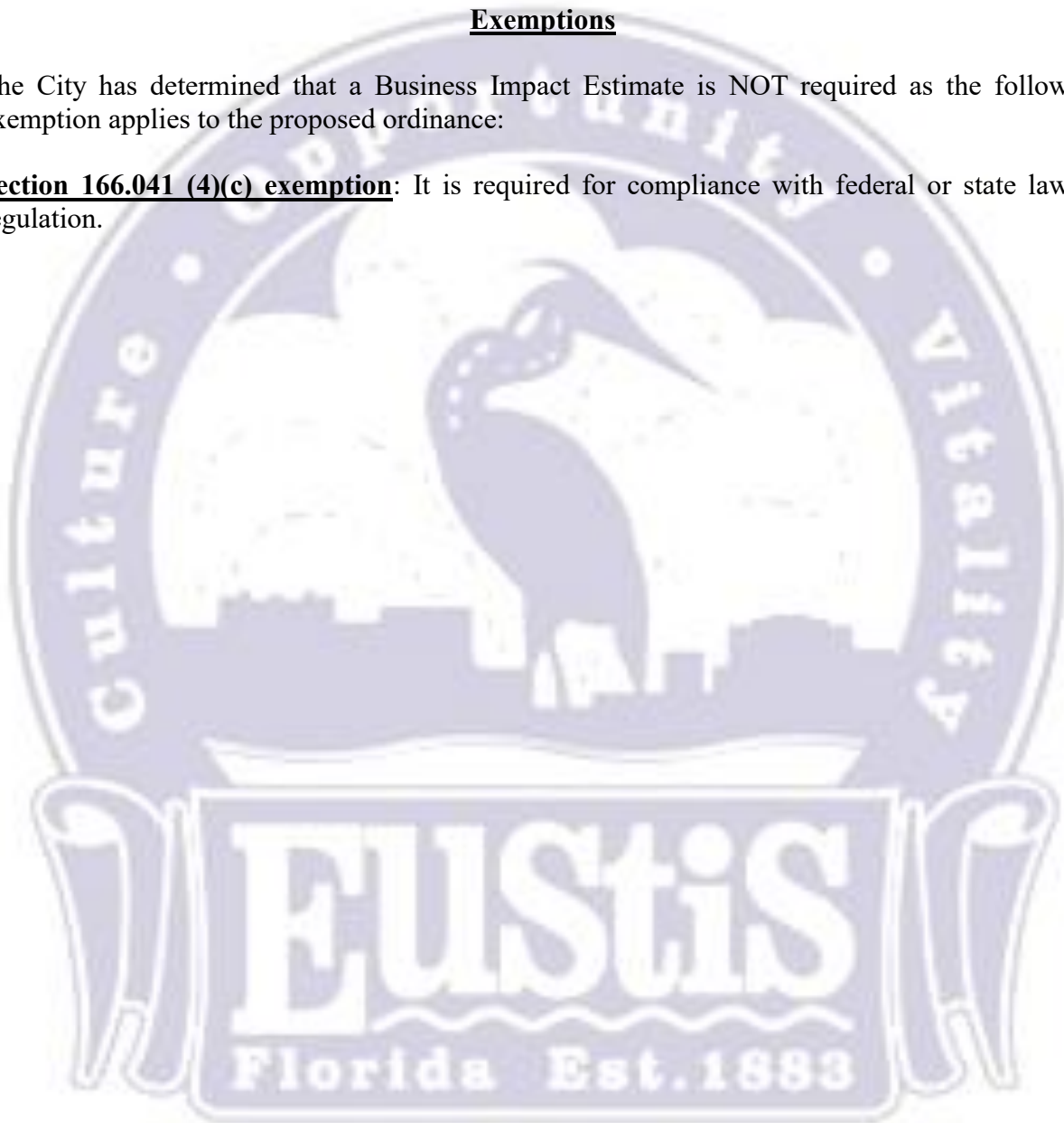
- ☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

- ☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- ☒ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is required for compliance with federal or state law or regulation.



BUSINESS IMPACT ESTIMATE

The City provides the following Business Impact Estimate, which may be revised following its initial posting.

1. Summary of the proposed ordinance (must include a statement of the public purpose to be served by the proposed ordinance, such as serving the public health, safety, morals, and welfare of the municipality):

The proposed ordinance adopts and codifies into the City's Land Development Regulations changes recommended last November by the City's Planning Consultant, Kimley-Horn, Inc., regarding subdivision development and advisory design guidelines within the Suburban Residential (SR) Land Use District. The changes also include a new requirement applicable to all land use districts: properties exceeding 300 acres must undergo master planning before being developed as mixed-use or residential projects. Additionally, the Use Regulation Table is being updated to classify "concrete aggregate shredder/crusher" as an industrial use allowed by right within Public Institutional (P/I) and General Industrial (GI) Land Use Districts, and as a conditional use in the Mixed Commercial/Industrial (MCI) Land Use District. The revisions in the proposed ordinance ensure consistency with the City's Comprehensive Plan, and promote public health, safety and welfare, as well as foster economic growth.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur.

None are expected.

- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible.

No new fee is being imposed other than the need to apply for a conditional use permit for concrete crushing activities in the MCI Land Use District; said permit is \$800.00.

- (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

None are expected.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance.

Other than the City itself, no property owners or businesses within City limits will be affected.

4. Additional information the City deems useful (if any).

The proposed ordinance will promote public safety and health by defining which land use categories are viable options for concrete crushing uses. Additionally, it will promote varied and more distinctive residential developments within the City limits fostering economic growth and increasing property values.



DRAFT



CRAFTSMAN



TRANSITIONAL FARMHOUSE



COASTAL

EUSTIS DEVELOPMENT STANDARDS & GUIDELINES

FOR NEW SINGLE FAMILY SUBDIVISIONS IN THE SUBURBAN RESIDENTIAL FUTURE LAND USE DESIGNATION

June 19, 2025



CITY OF EUSTIS

CITY OFFICIALS

MAYOR

Willie Hawkins

VICE MAYOR

Gary Ashcraft

COMMISSIONER

Michael Holland

COMMISSIONER

George Asbate

COMMISSIONER

Emily Lee

CITY MANAGER

Tom Carrino

CITY ATTORNEY

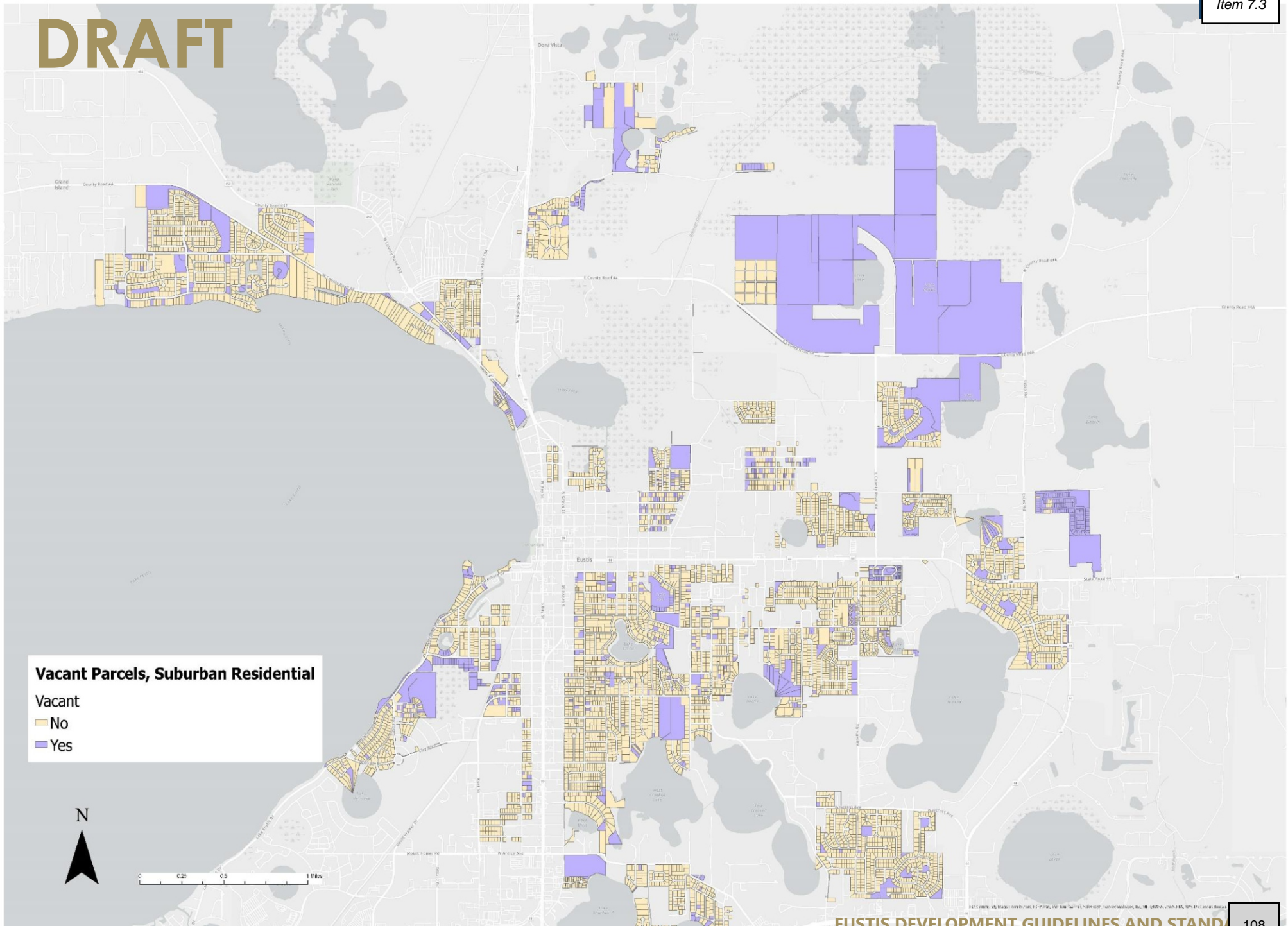
Sasha Garcia



INTRODUCTION

- 
- 1: DEVELOPMENT STANDARDS (MANDATORY WHEN REQUESTING A WAIVER FOR SMALLER LOTS)
 - 2: ARCHITECTURAL STYLE GUIDELINES (ADVISORY)

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Vacant Parcels, Suburban Residential

Vacant

No

Yes

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Mandatory Development Standards

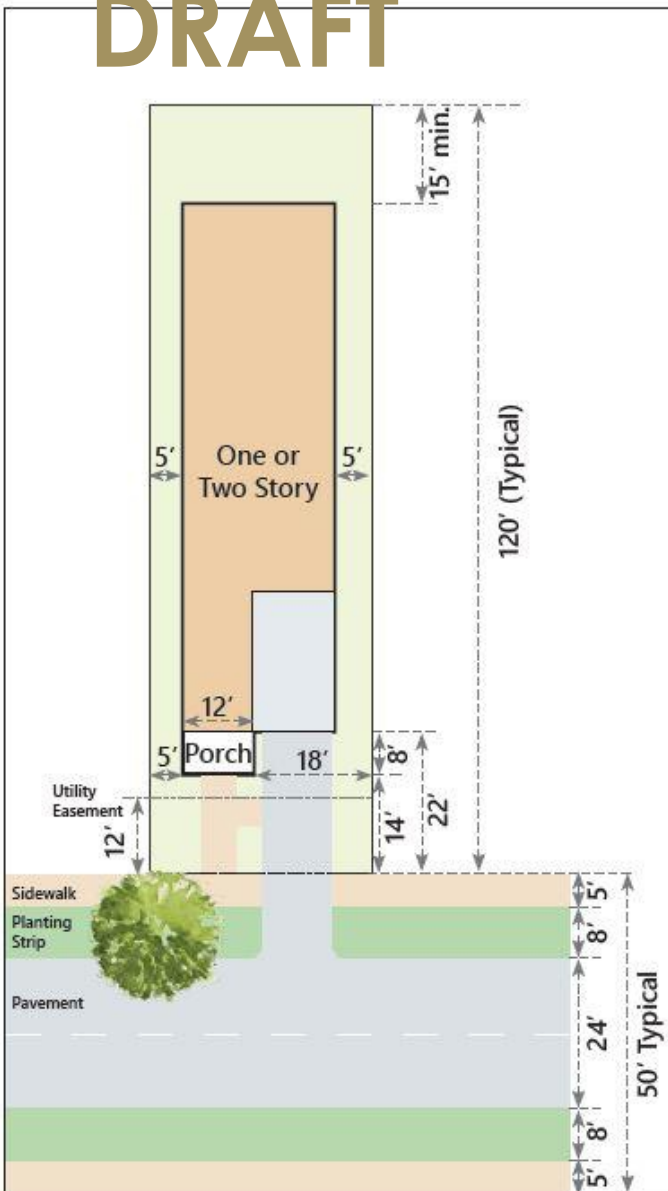


DRAFT MANDATORY DEVELOPMENT STANDARDS AND REQUIREMENTS FOR SINGLE FAMILY LOTS

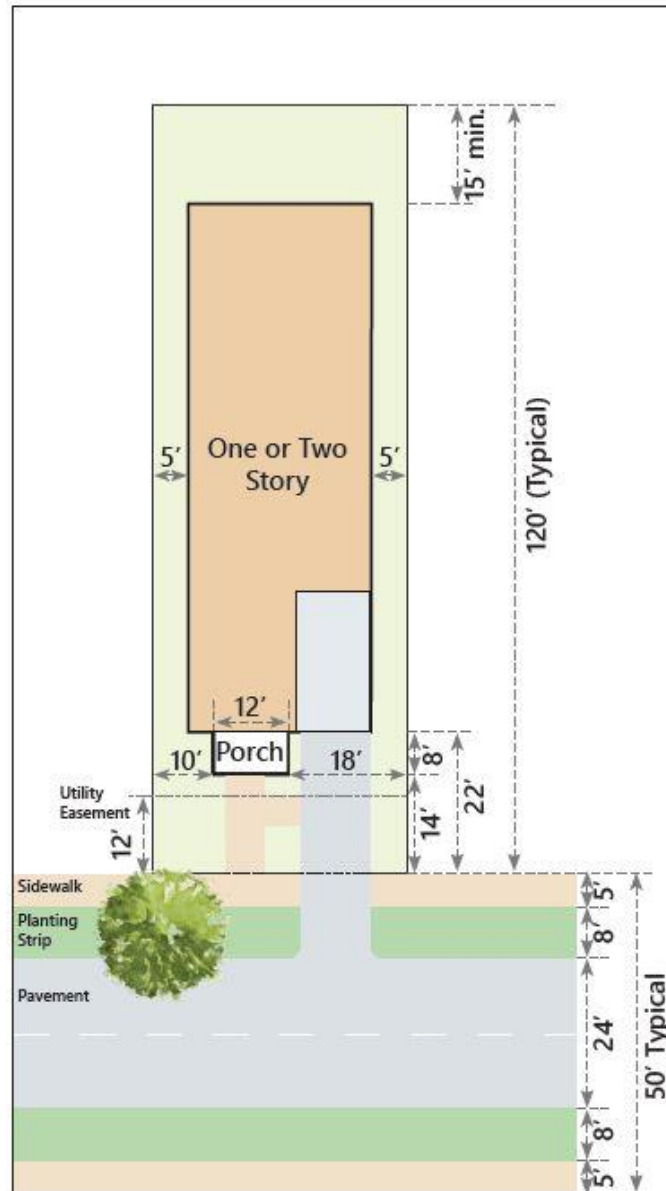
- A broad range of lot sizes creates more variety in the community.
- Porches are required for 60% of lots within a new residential subdivision seeking a waiver for reduced lot sizes.
 - Minimum depth of 8 ft. required to ensure it is usable.
 - Porches may encroach into the front setback by 8 ft.
- Massing: 50% of lots less than 50 ft. wide must be two stories. All lots that are 50 or 55 ft. wide must be two stories.

Front Load Garage					
Lot Width	Rear Setbacks	Building Width	Porch/ Patio Width	Porch Depth	Porch/ Patio Side Setbacks
35'	15'	25'	12'	8'	5' / 18'
40'	15'	30'	12'	8'	10' / 18'
45'	15'	35'	12'	8'	15' / 18'
50'	15'	40'	12'	8'	8' / 30'
55'	15'	45'	15'	8'	10' / 30'
60'	15'	50'	15'	8'	15' / 30'
65'	15'	55'	16'	8'	19' / 30'
70'	20'	55'	16'	8'	22' / 32'
75'	20'	60'	20'	8'	23' / 32'
80'	25'	65'	20'	8'	28' / 32'
85'	25'	70'	24'	8'	29' / 32'
90'	25'	75'	24'	8'	34' / 32'
95'	25'	80'	25'	8'	35' / 35'
100'	25'	85'	30'	8'	38' / 32'
Rear Load Garage*					
30'	5' or 20'	20'	8'	8'	11' / 11'
35'	5' or 20'	25'	9'	8'	13' / 13'
40'	5' or 20'	30'	12'	8'	14' / 14'
45'	5' or 20'	35'	12'	8'	16' / 16'
50'	5' or 20'	40'	14'	8'	18' / 18'
55'	5' or 20'	45'	17'	8'	19' / 19'
60'	5' or 20'	50'	18'	8'	21' / 21'

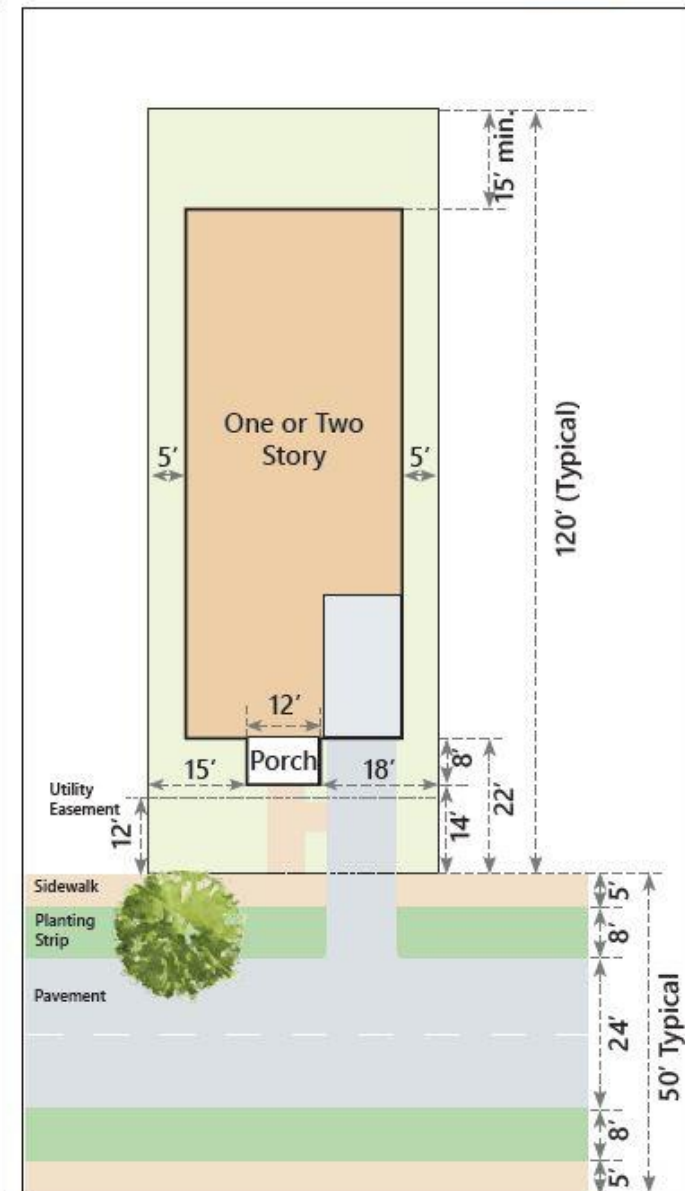
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35' WIDE LOT - FRONT LOADED ONE CAR GARAGE



40' WIDE LOT - FRONT LOADED ONE CAR GARAGE



45' WIDE LOT - FRONT LOADED ONE CAR GARAGE

- Tandem parking is permitted.
- The front facade of buildings without a porch or patio must meet the 14' setback.
- Utility easement is informational and may be required by the City Engineer.

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Item 7.3



Before



After

DRAFT

Item 7.3



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Item 7.3



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PRODUCT TYPE

affordable housing

PROJECT SIZE

1,849 sq. ft.

LOT SIZE

40' lot

LAYOUT

3 bed/2.5 bath

Item 7.3



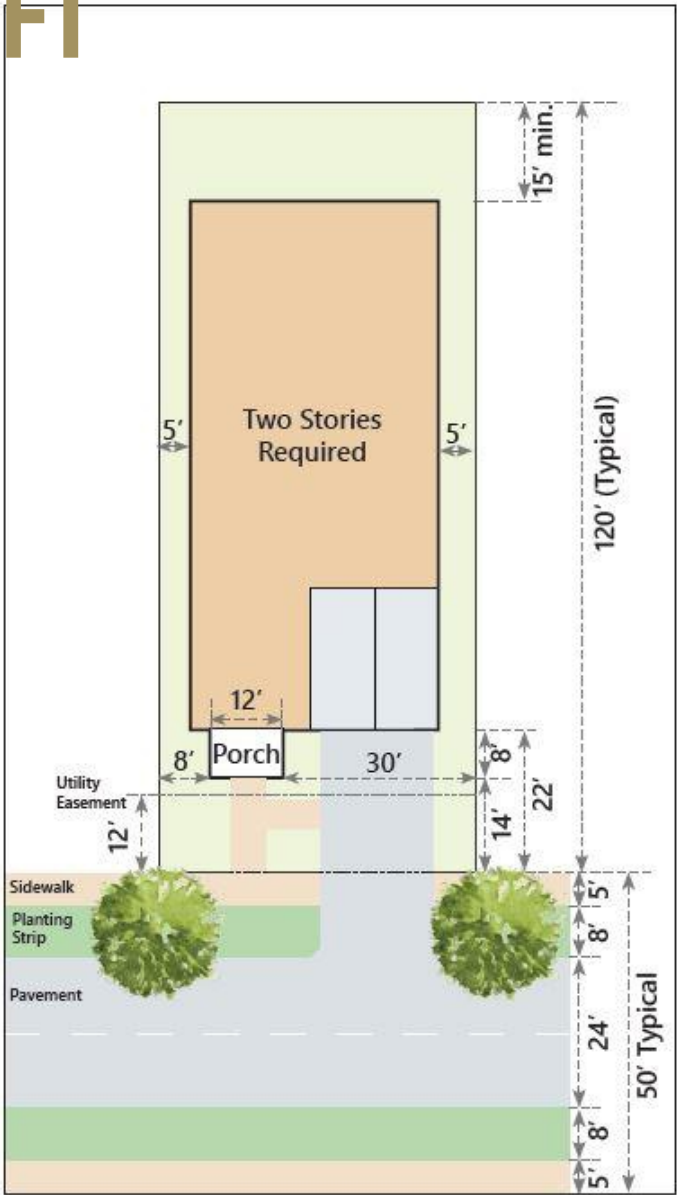
Eustis Infill Lot



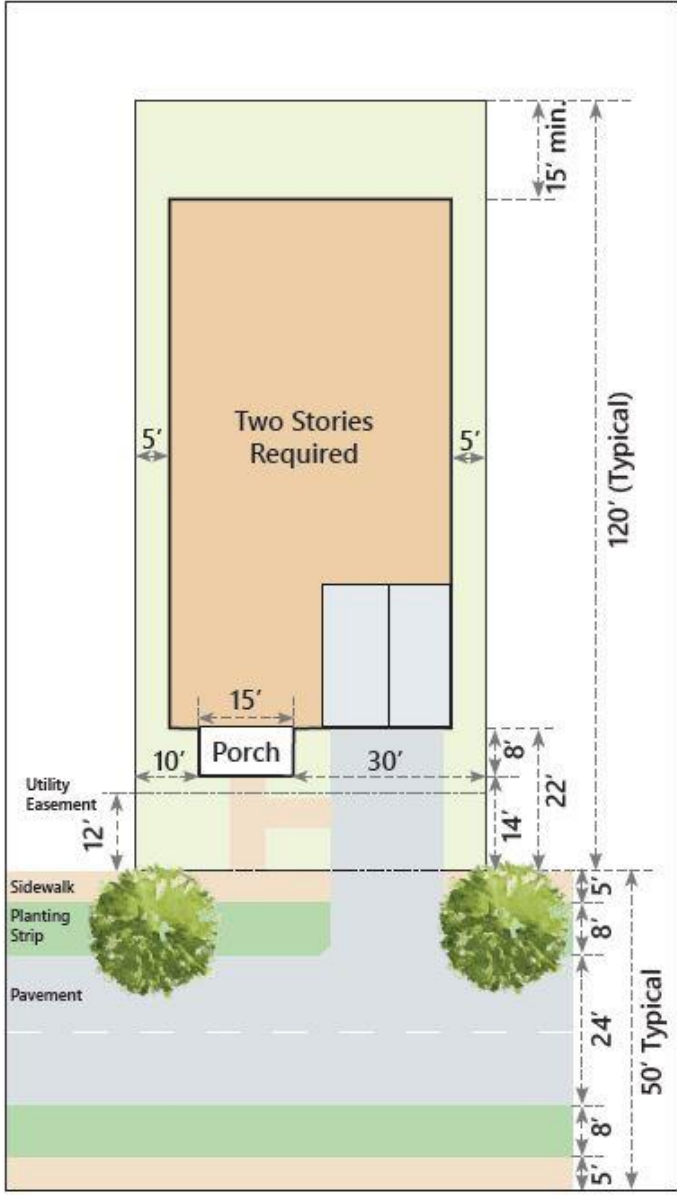
Perspective Elevations

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FRONT-LOADED LOT CONFIGURATIONS



50' WIDE LOT - FRONT LOADED
TWO CAR GARAGE



55' WIDE LOT - FRONT LOADED
TWO CAR GARAGE

- For 50' and 55' wide lots, buildings are required to be two-story and include a patio or raised porch.
- Utility easement is informational and may be required by the City Engineer.

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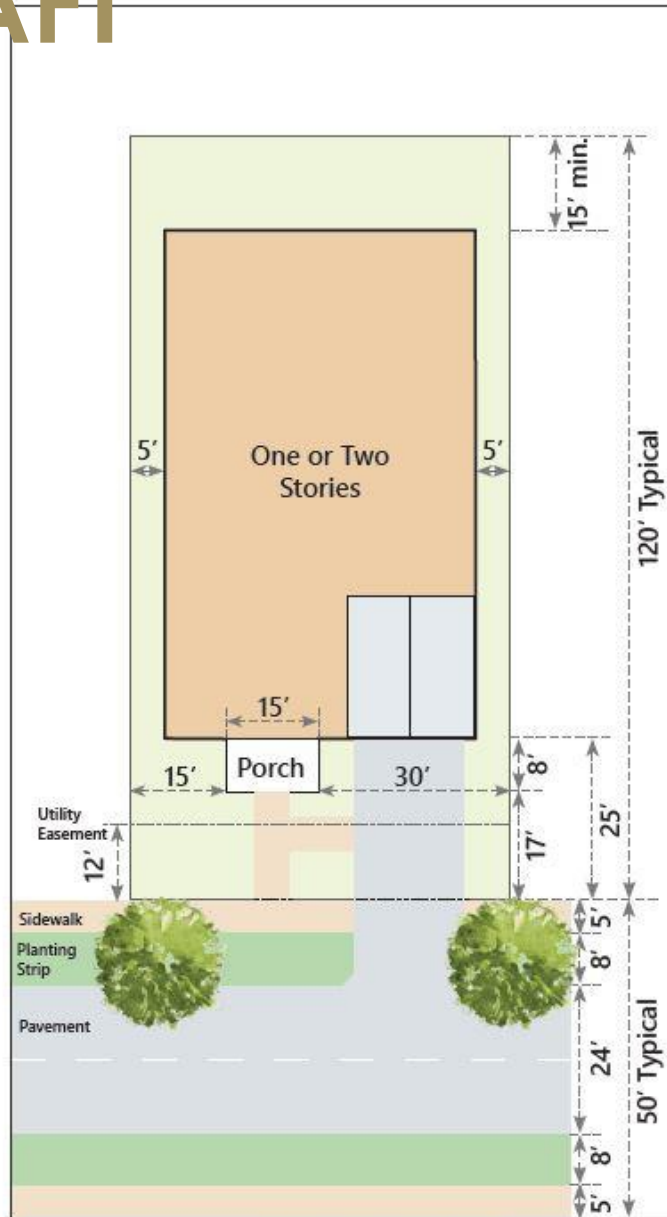
Item 7.3



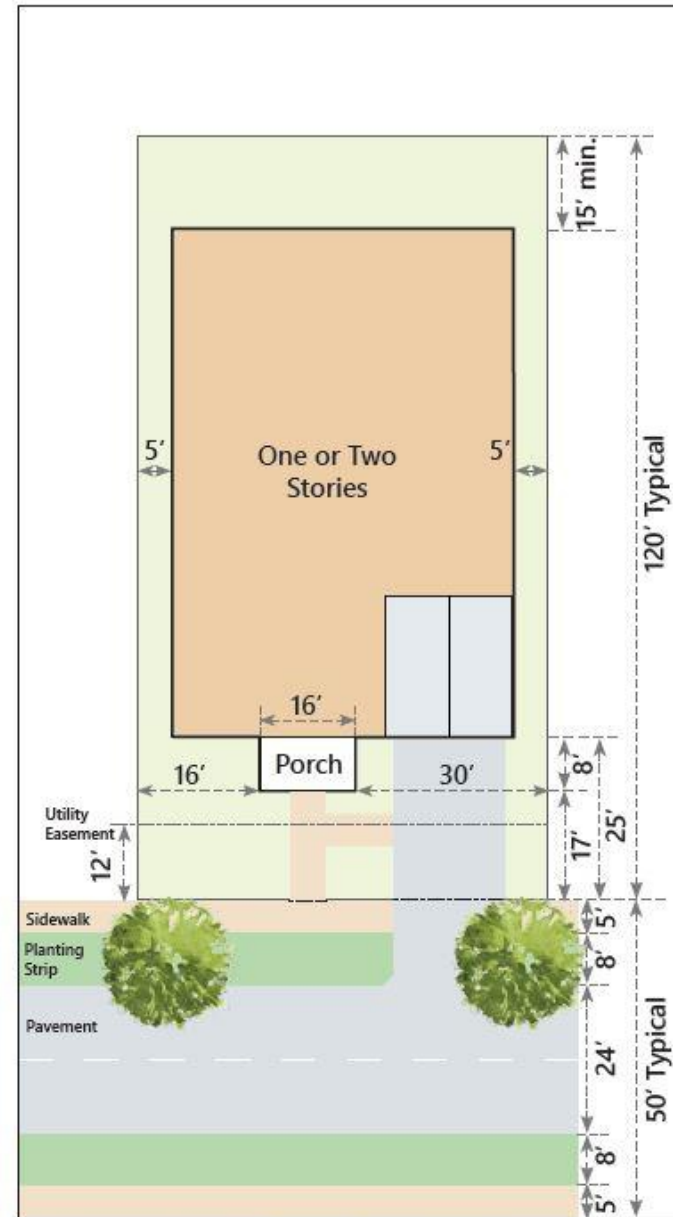
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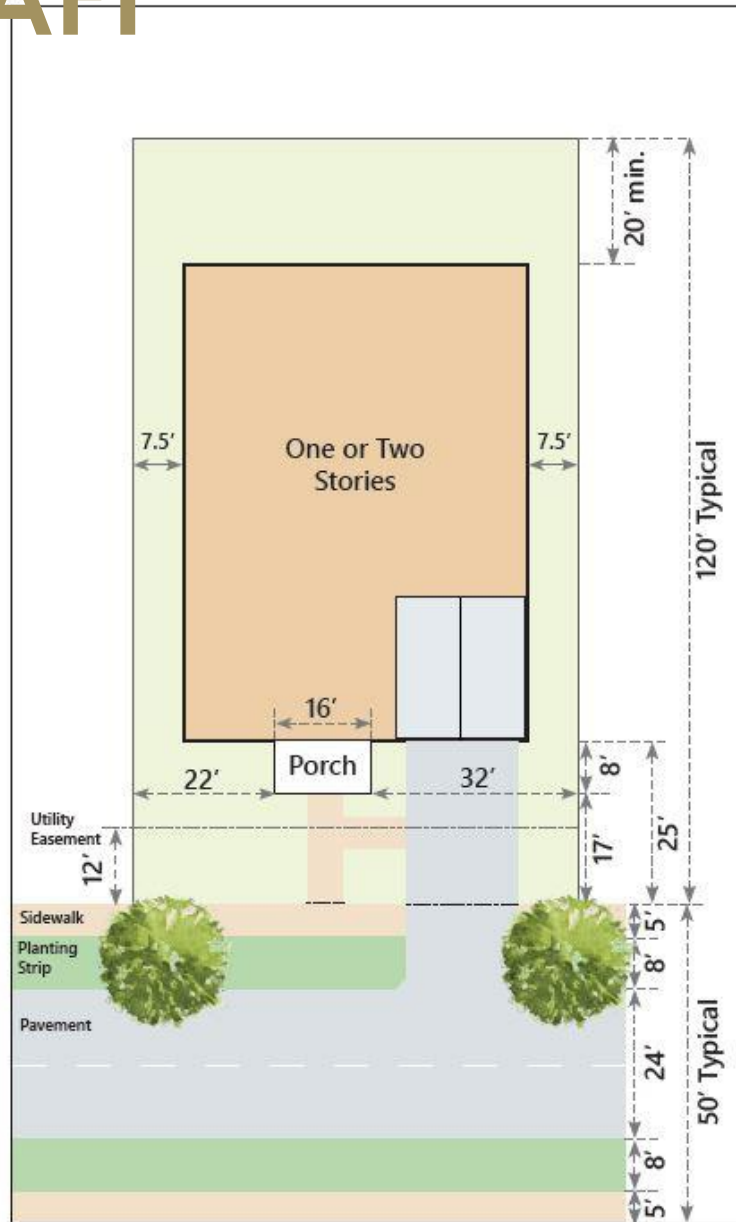
60' WIDE LOT - FRONT LOADED
TWO CAR GARAGE



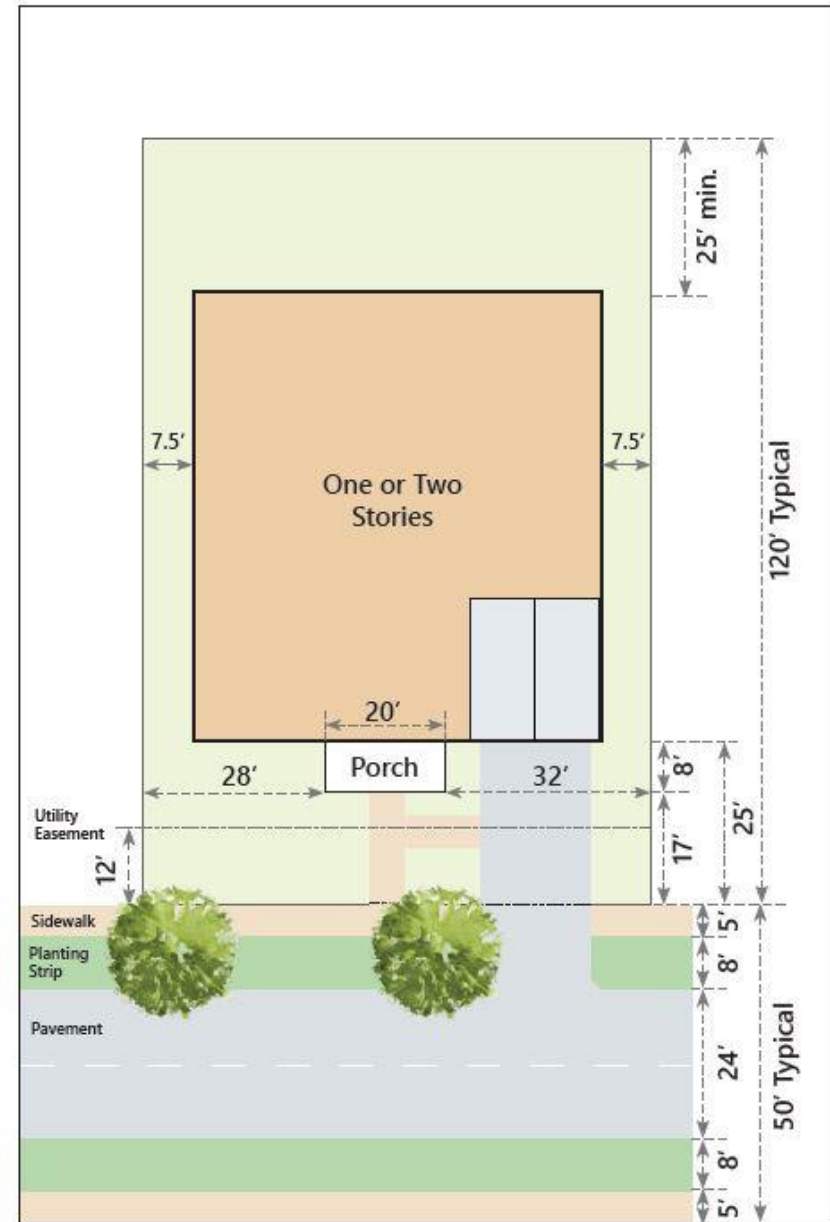
65' WIDE LOT - FRONT LOADED
TWO CAR GARAGE

- Tandem parking is permitted.
- The front facade of buildings without a porch or patio must meet the 17' setback.
- Utility easement is informational and may be required by the City Engineer.

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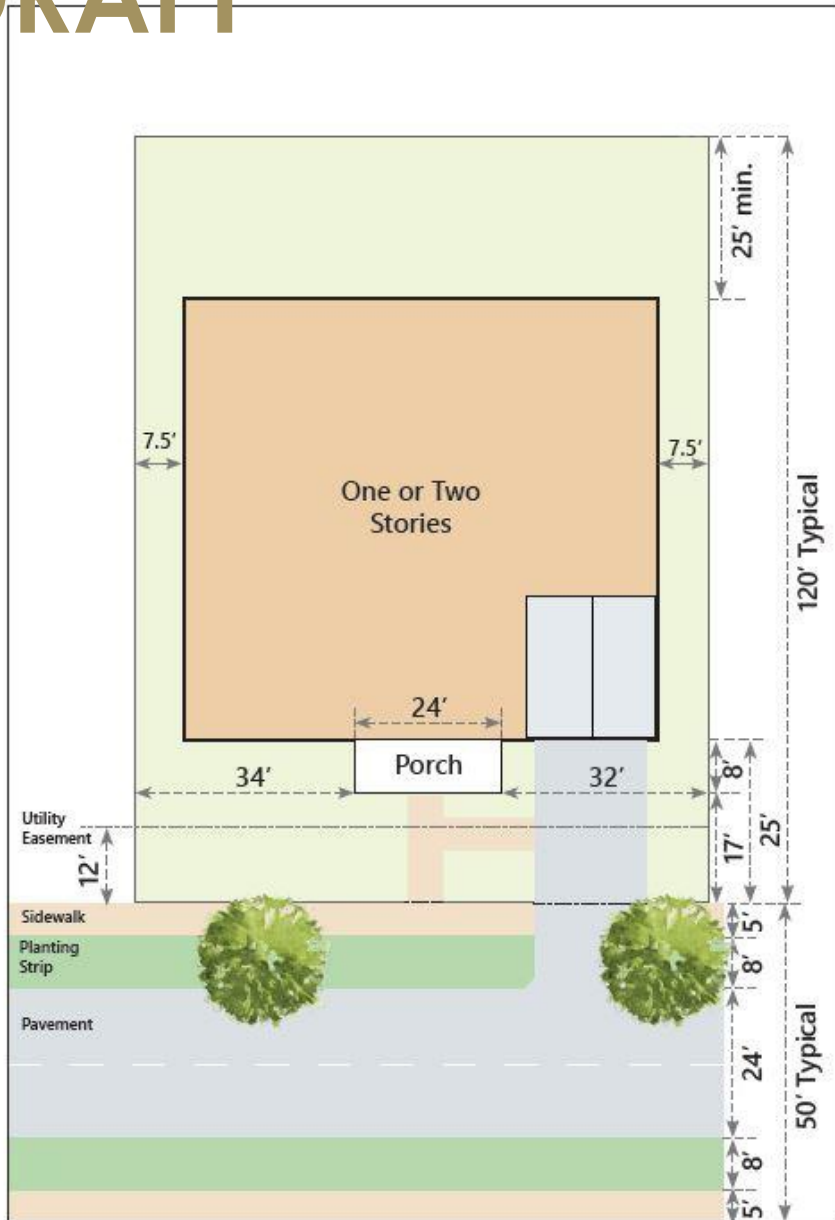
70' WIDE LOT - FRONT LOADED
TWO CAR GARAGE



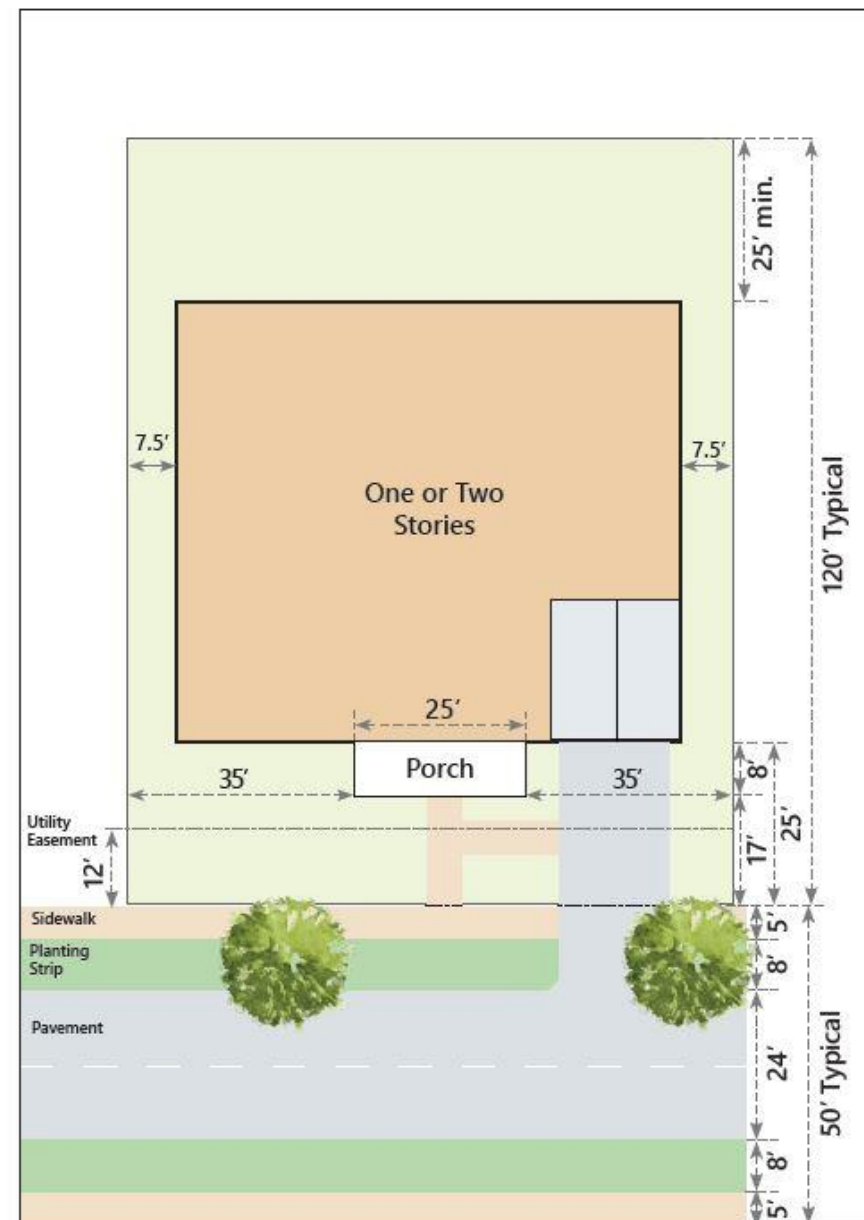
80' WIDE LOT - FRONT LOADED
TWO CAR GARAGE

- Tandem parking is permitted.
- The front facade of buildings without a porch or patio must meet the 17' setback.
- Utility easement is informational and may be required by the City Engineer.

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90' WIDE LOT - FRONT LOADED
TWO CAR GARAGE



95' WIDE LOT - FRONT LOADED
TWO CAR GARAGE

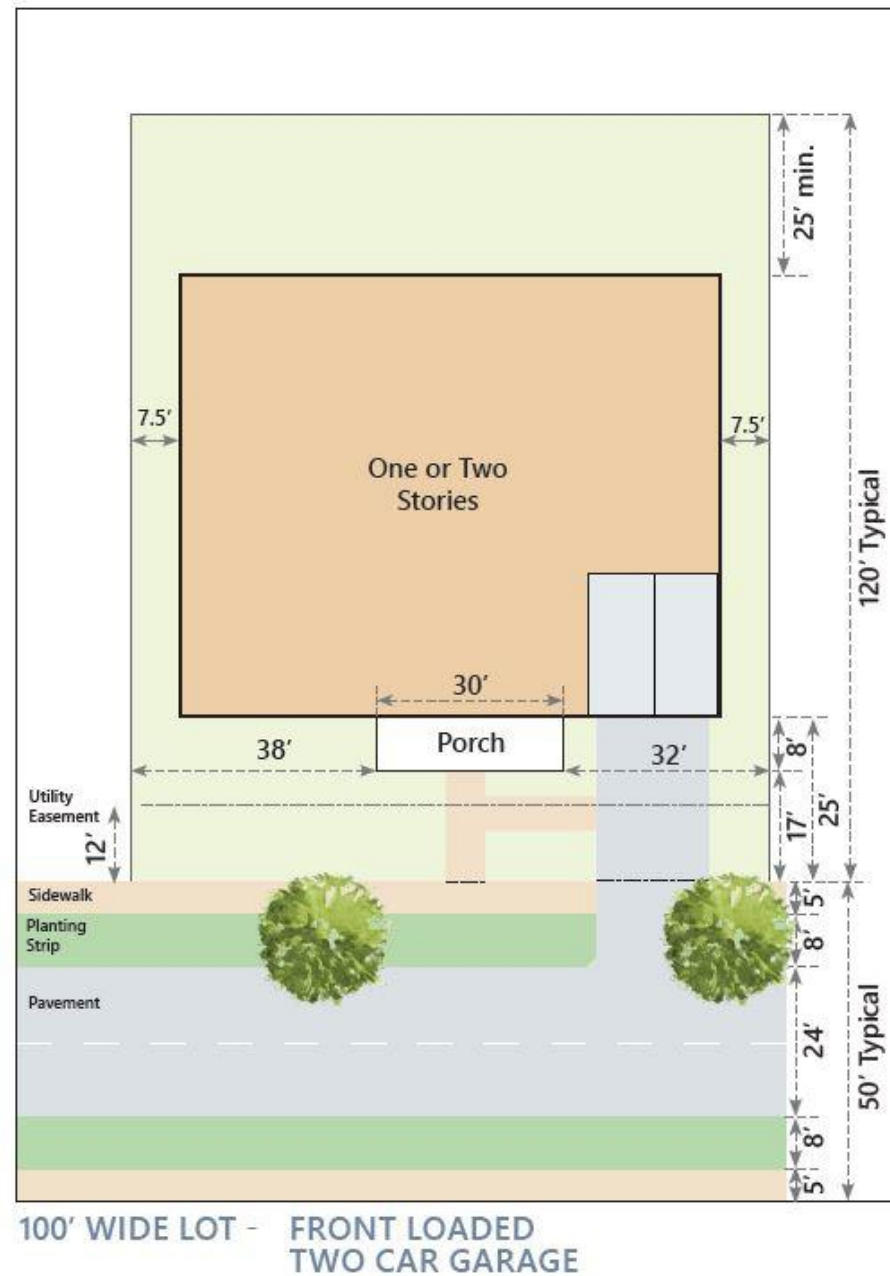
- Tandem parking is permitted.
- The front facade of buildings without a porch or patio must meet the 17' setback.
- Utility easement is informational and may be required by the City Engineer.

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FRONT-LOADED LOT CONFIGURATIONS

1

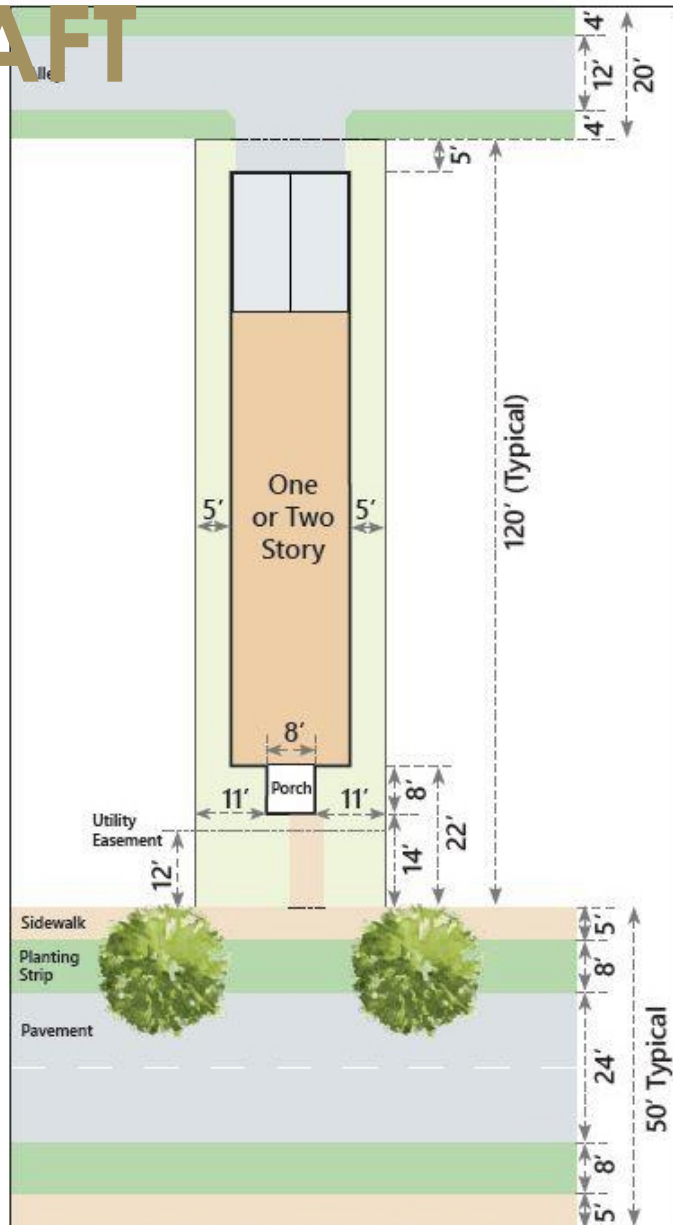
Item 7.3



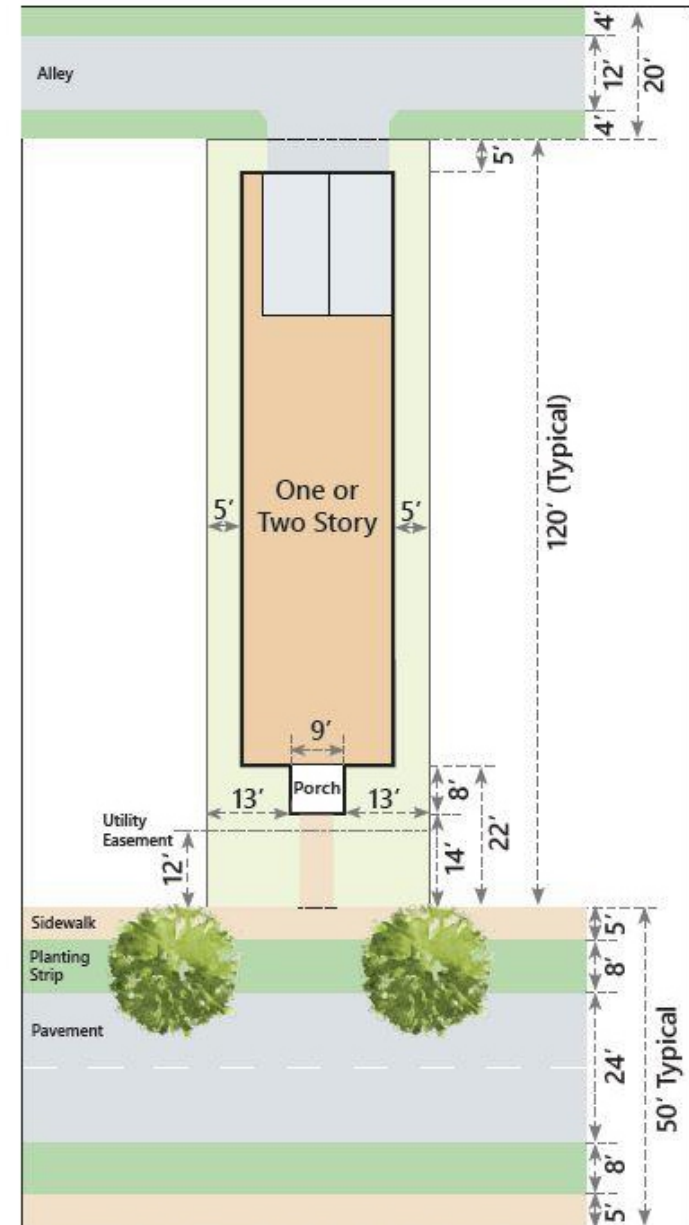
- The front facade of buildings without a porch or patio must meet the 17' setback.
- Utility easement is informational and may be required by the City Engineer.

REAR-LOADED LOT CONFIGURATIONS

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30' WIDE LOT - REAR LOADED
ONE, OR TWO
CAR GARAGE



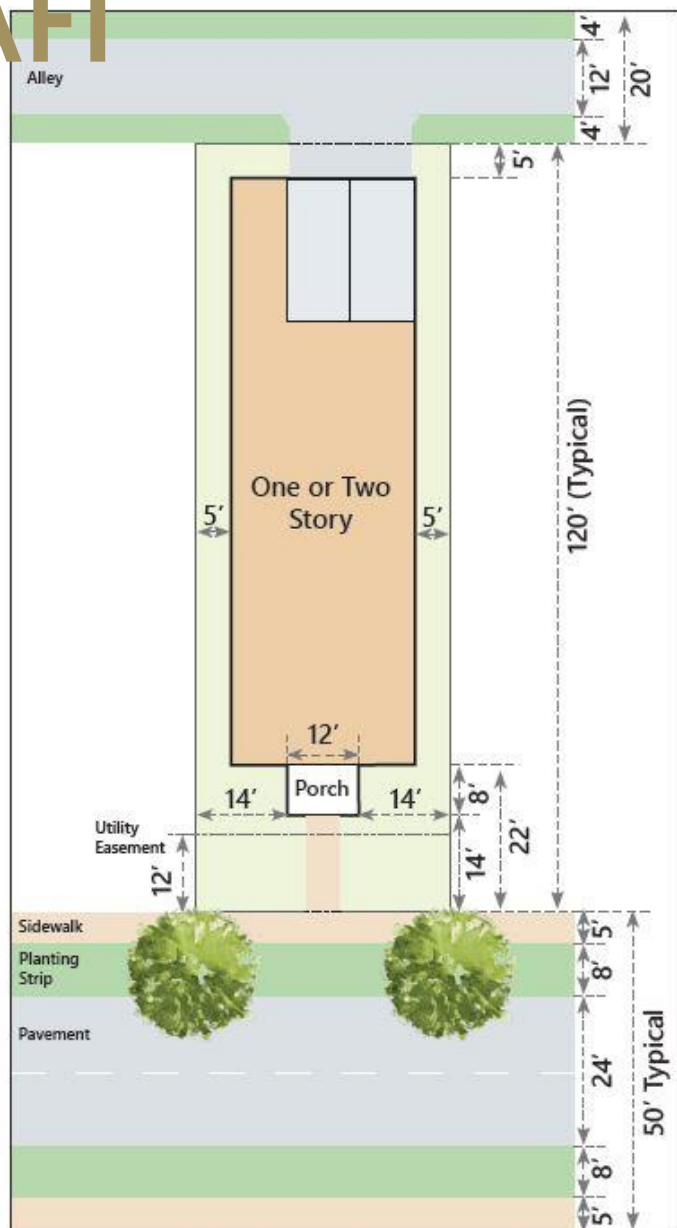
35' WIDE LOT - REAR LOADED
ONE, OR TWO
CAR GARAGE

- Principal structures with rear loaded garages must be setback 5' or 20' from the alley tract or easement.
- Optional ADU over the garage on rear loaded plans only.
- Utility easement is informational and may be required by the City Engineer.

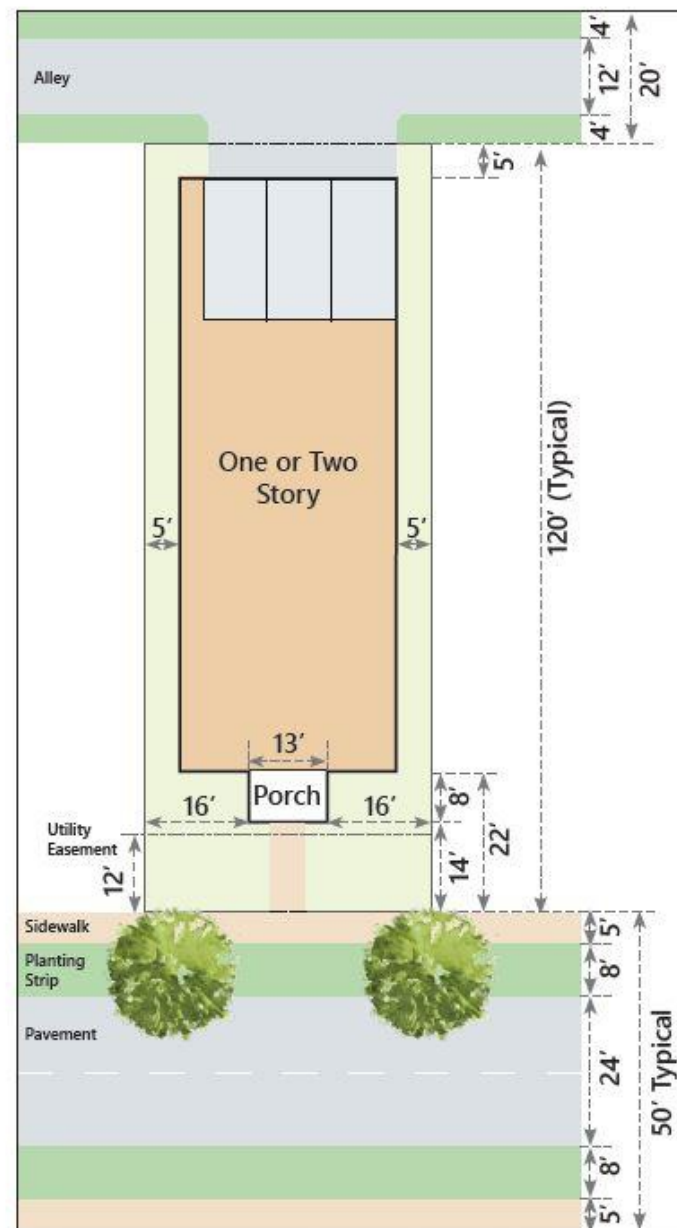
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REAR-LOADED LOT CONFIGURATIONS

1
Item 7.3



40' WIDE LOT - REAR LOADED ONE OR TWO CAR GARAGE



45' WIDE LOT - REAR LOADED ONE, TWO, OR THREE CAR GARAGE

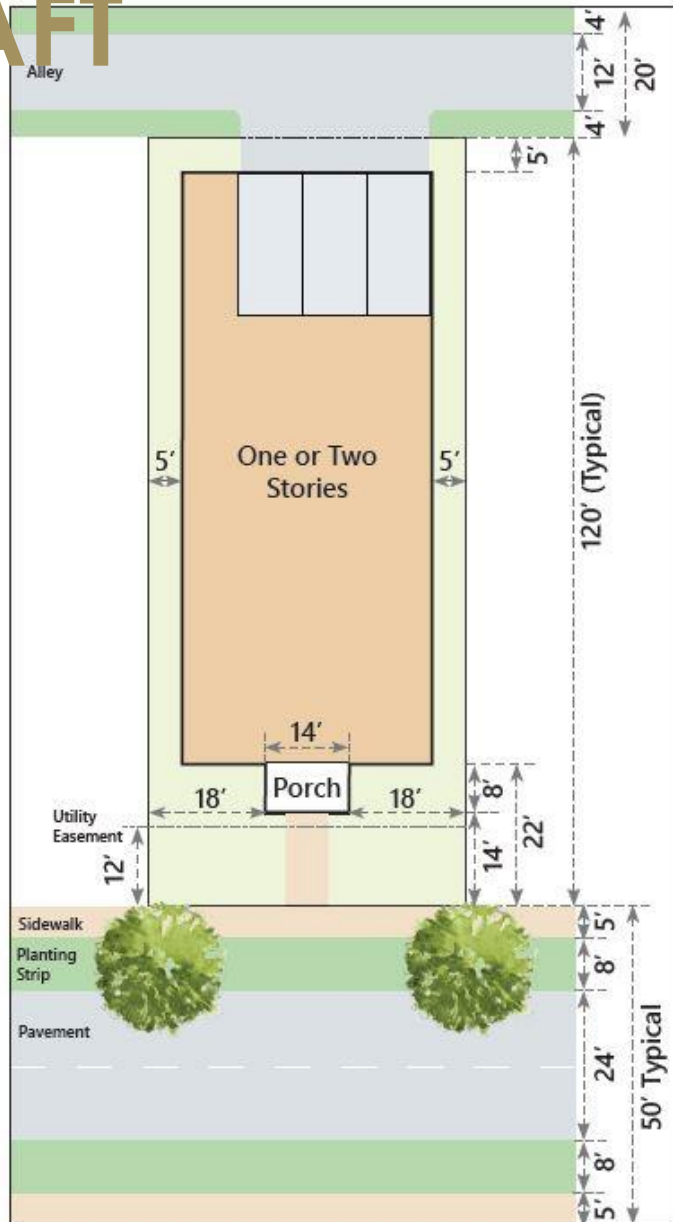
- Principal structures with rear loaded garages must be setback 5' or 20' from the alley tract or easement.
- Optional ADU over the garage on rear loaded plans only.
- Utility easement is informational and may be required by the City Engineer.

DRAFT

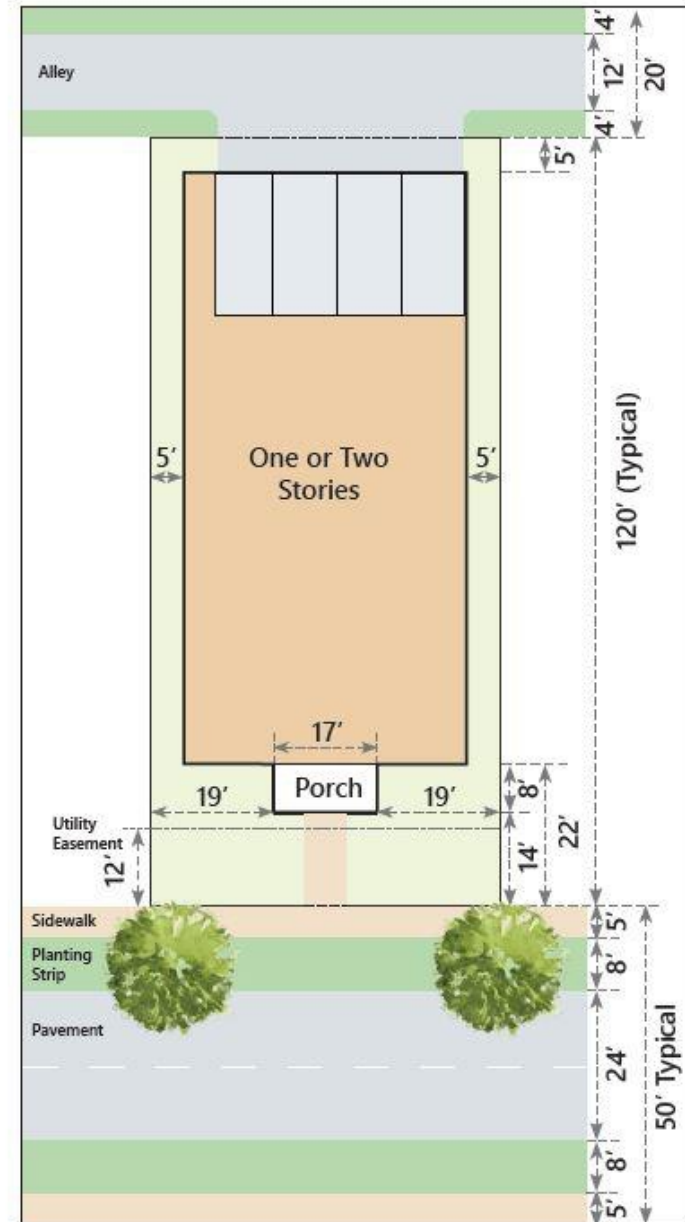
REAR-LOADED LOT CONFIGURATIONS

1

Item 7.3



**50' WIDE LOT - REAR LOADED
TWO OR THREE CAR GARAGE**



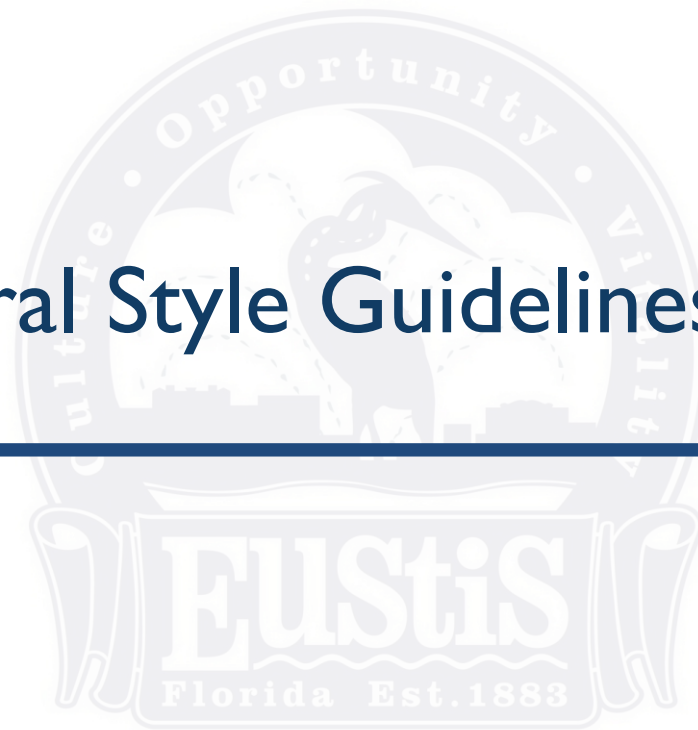
**55' WIDE LOT - REAR LOADED
TWO, THREE, OR FOUR CAR GARAGE/SPACE**

- Principal structures with rear loaded garages must be setback 5' or 20' from the alley tract or easement.
- Optional ADU over the garage on rear loaded plans only.
- Utility easement is informational and may be required by the City Engineer.

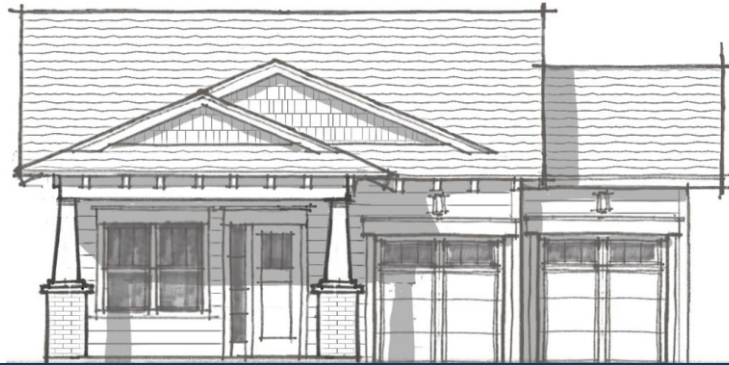
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Item 7.3

Architectural Style Guidelines - Advisory



The Architectural Styles at Eustis are Craftsman, Coastal and Transitional Farmhouse.



CRAFTSMAN



COASTAL



TRANSITIONAL FARMHOUSE

The Craftsman style was a 1905 to 1930s offshoot of the British Arts and Crafts movement which began as early as the 1860s.

Craftsman-style architecture emphasizes a simplicity of form and hand craftsmanship. Craftsman-style homes reveal exposed construction elements like rafter tails and gable brackets. They incorporate natural materials like wood shakes and stone. Additional features of Craftsman-style homes include low pitched roofs with large overhangs, covered front porches with tapered pillars, window dormers, and double hung windows with unique but simple divided lite patterns.

The Craftsman-style is not required, but exemplifies an architectural style with exceptional authentic vernacular use of scale and materials.





The Coastal style home is simple in form, with simple and practical informal details. The style is a Florida regional interpretation that has adapted to the warm and humid climate with deep porches, low pitched roofs and deep overhangs.





Traditional farmhouse dates back to the 19th century. These homes were formed strictly out of utility. An agricultural-heavy America made up of small, rural farms needed structures that were practical and efficient, quickly constructed, and were made up of affordable and accessible materials, such as wood.

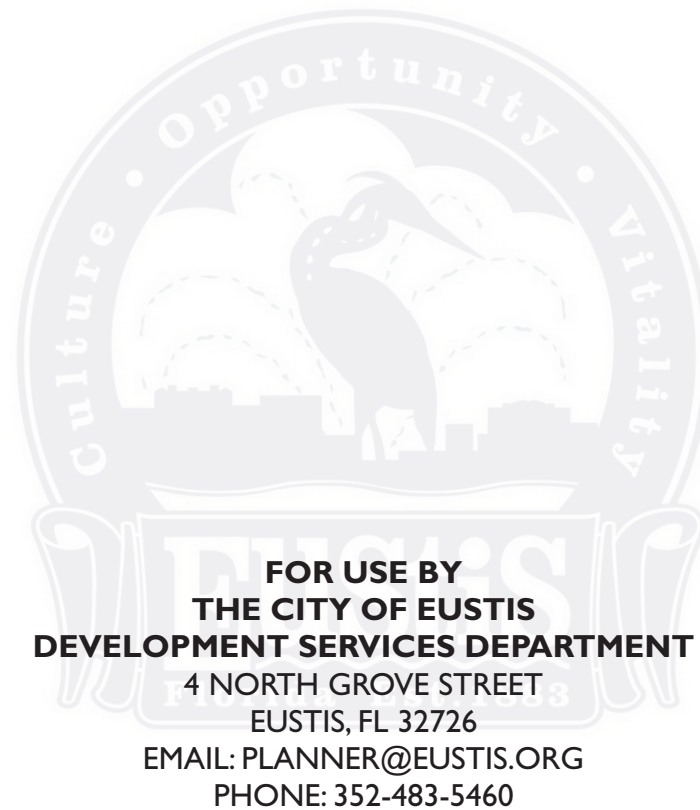
Recent farmhouse style approaches like the Transitional Farmhouse pick up on the clean, simple aesthetic of traditional, utility-focused farmhouses, but have enhanced comfort with the needs associated with contemporary living. In this style, the lines start shifting, such as from a single gable to a shed-side dormer. Large window combinations, and the addition of transoms increase the amount of glass. Awning windows appear along with the casements, and hinged patio doors include full-height sidelites. Gliding patio doors also may be used.





NOTES

Item 7.3





City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: June 19, 2025

RE: Explanation of Ordinances 25-10, 25-11 and 25-12 for Annexation of Parcels with Alternate Key Numbers 3957568, 3955767, and 3950680

Ordinance Number 25-10: Voluntary Annexation

Ordinance Number 25-11: Comprehensive Plan Amendment

Ordinance Number 25-12: Design District Assignment

FIRST READING

Ordinance Number 25-10: Voluntary Annexation

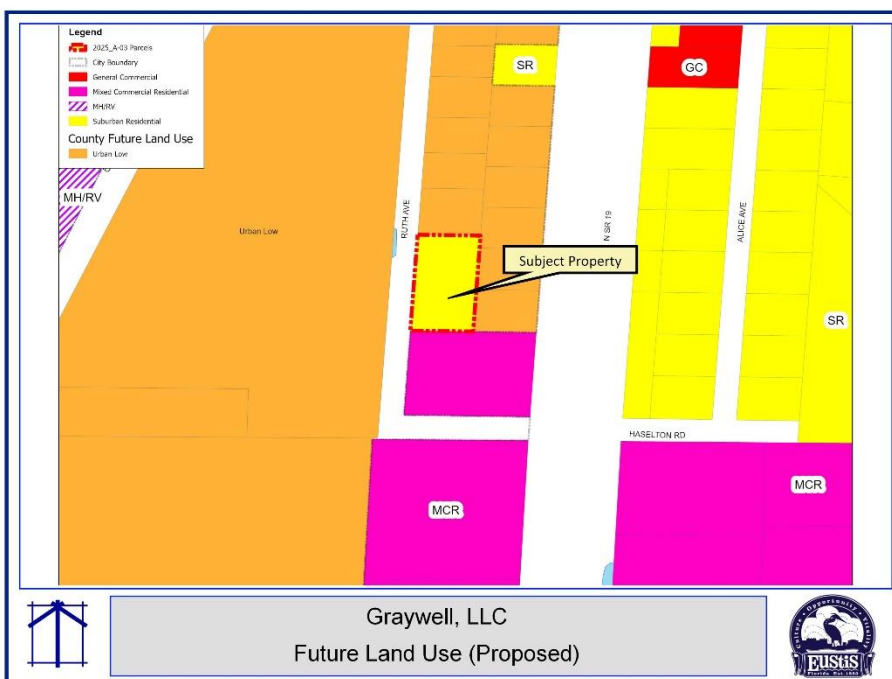
Introduction:

Ordinance Number 25-10 provides for the voluntary annexation of approximately 0.6 acres located on the west side of State Road 19 along Ruth Avenue (Alternate Key Numbers 3957568, 3957567, and 3450680). Provided the annexation of the subject property is approved, Ordinance Number 25-11 would change the Future Land Use designation from Urban Low in Lake County to Suburban Residential (SR) in the City of Eustis, and Ordinance Number 25-12 would assign the subject property a Design District designation of Suburban Corridor. If Ordinance Number 25-10 is denied, then there can be no consideration of Ordinance Numbers 25-11 and 25-12.

Background:

1. The site contains approximately 0.6 acres and is located within the Eustis Joint Planning Area. The site is currently vacant, with lots that are part of the Haselton Heights subdivision plat. *Source: Lake County Property Appraiser's Office Property Record Card Data.*
2. The Haselton Heights lots are all of lots 12 & 13 and the south 25.95 feet of lot 11.
3. The subject property is contiguous to the current City boundary on the south property line.
4. Ruth Avenue is currently an unpaved roadway; other than single-family (detached/attached), development potential is limited.
5. The site has a Lake County Future Land Use Designation of Urban Low, but approval of Ordinance Number 25-11 would change the land use designation to Suburban Residential (SR) in the City of Eustis.

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



Applicant's Request

The applicant and property owner wish to annex the property, change the future land use to Suburban Residential (SR), and assign a design district of Suburban Corridor. The applicant's application did not include a request for the Suburban Residential, but they had assumed that the Mixed-Commercial Residential would be assigned. As this is a request that will ultimately result in residential development, Staff suggested the Suburban Residential (SR) future land use to match the surrounding single-family development pattern established to the east and the one Haselton Heights parcel annexed just to the north along SR 19.

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

The proposed Suburban Residential (SR) land use designation within the City of Eustis provides for residential uses up to five (5) dwelling units per acre. This future land use district will most closely match the land use and residential development patterns that have been established in the area

A. Analysis of Annexation Request (Ordinance Number 25-10)

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

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

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

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

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

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

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

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

The department published notice of this annexation in the Daily Commercial in accordance with the requirements on June 9, 2025, and again on June 16, 2025, and will run again on July 11, 2025, before adoption of the Ordinance.

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

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

Annexation of the subject property does not create an enclave.

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

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

The department notified the Lake County Board of County Commissioners on May 16, 2025.

B. Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 25-11)

In Accordance with Florida Statutes Chapter 163.3177.9, to discourage urban sprawl, the Florida Statutes outlines the Primary Indicators of Sprawl. Staff has reviewed these indicators and finds that the proposed annexation and assignment of Future Land Use does not contradict the intent of the primary indicators of sprawl as outlined. The outline and summary of these indicators is included in supplement to this report.

C. Per the City of Eustis Comprehensive Plan Future Land Use Element Appendix

Staff has assessed the proposed amendment to the City of Eustis Comprehensive Plan Future Land Use map relating to the development patterns described and supported within the Plan, including conditions and impacts to utility infrastructure, transportation infrastructure, natural features, and the environment. Staff review finds that the proposed assignment of the Suburban Residential (SR) future land use will not result in impacts that will cause detriment beyond current patterns. The outline and summary of this analysis are included as a supplement to this report.

D. Analysis of Design District Request (Ordinance Number 25-12):

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

The City’s Land Development Regulations set forth standards for review when changing or in the case of annexation, assigning a Design District. Staff has reviewed these standards and finds the proposed Suburban Corridor Design District consistent with those standards. The outline and summary of this analysis are included as a supplement to this report.

Recommended Action:

Development Services finds the proposed annexation, Future Land Use, and Design District designations consistent with the Comprehensive Plan, Land Development Regulations, and surrounding and adjacent land uses; therefore, it recommends approval of Ordinance Numbers 25-10, 25-11, and 25-12.

Policy Implications:

None

Alternatives:

1. Approve Ordinance Numbers 25-10 (Annexation), 25-11 (Comp. Plan Amendment), and/or 23-12 (Design District Designation).
2. Deny Ordinance Numbers 25-10, 25-11, and 25-12.

Budget/Staff Impact:

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

Business Impact Estimate:

Exempt from this Requirement per F.S. 164.041(4)(c)7.b. (*Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality*)

Prepared By:

Jeff Richardson, AICP, Deputy Director, Development Services

Reviewed By:

Mike Lane, AICP, Development Services Director

ORDINANCE NUMBER 25-10

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 0.60 ACRES OF REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBERS 3957568, 3957567, AND 3450680, LOCATED ON THE WEST SIDE OF STATE ROAD 19, ALONG RUTH AVENUE.

WHEREAS, Guy Graford has made an application for voluntary annexation, on behalf of Graywell, LLC., the property owner, for approximately 0.60 acres of real property located on the west side of State Road 19 along Ruth Avenue, more particularly described as:

Parcel Alternate Key: 3957568, 3957567, and 3450680

Parcel Identification Numbers: 35-18-26-0700-000-01300, 35-18-26-0700-000-01200 and 35-18-26-0700-000-01100

Legal Description:

Parcel 1

HASELTON HEIGHTS PB 13 PG 38 LOT 13 ORB 6392 PG 1286 ORB 6399 PG 2346

Parcel 2

HASELTON HEIGHTS PB 13 PG 38 LOT 12 ORB 6392 PG 1286 ORB 6399 PG 2346

Parcel 3

HASELTON HEIGHTS PB 13 PG 38 THE SOUTH 25.95 FT OF LOT 11 ORB 6392 PG 1286 ORB 6399 PG 2346

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy)

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

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

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

WHEREAS, on June 19, 2025, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on July 17, 2025, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein

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

SECTION 1.

That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately .60 acres of real property, as described above.

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

SECTION 2.

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

SECTION 3.

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

SECTION 4.

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

SECTION 5.

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

SECTION 6.

That this Ordinance shall become effective upon passing.

SECTION 7.

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

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 17th day of July, 2025.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17th day of July 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

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

CITY ATTORNEY'S OFFICE

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

City Attorney's Office

Date

CERTIFICATE OF POSTING

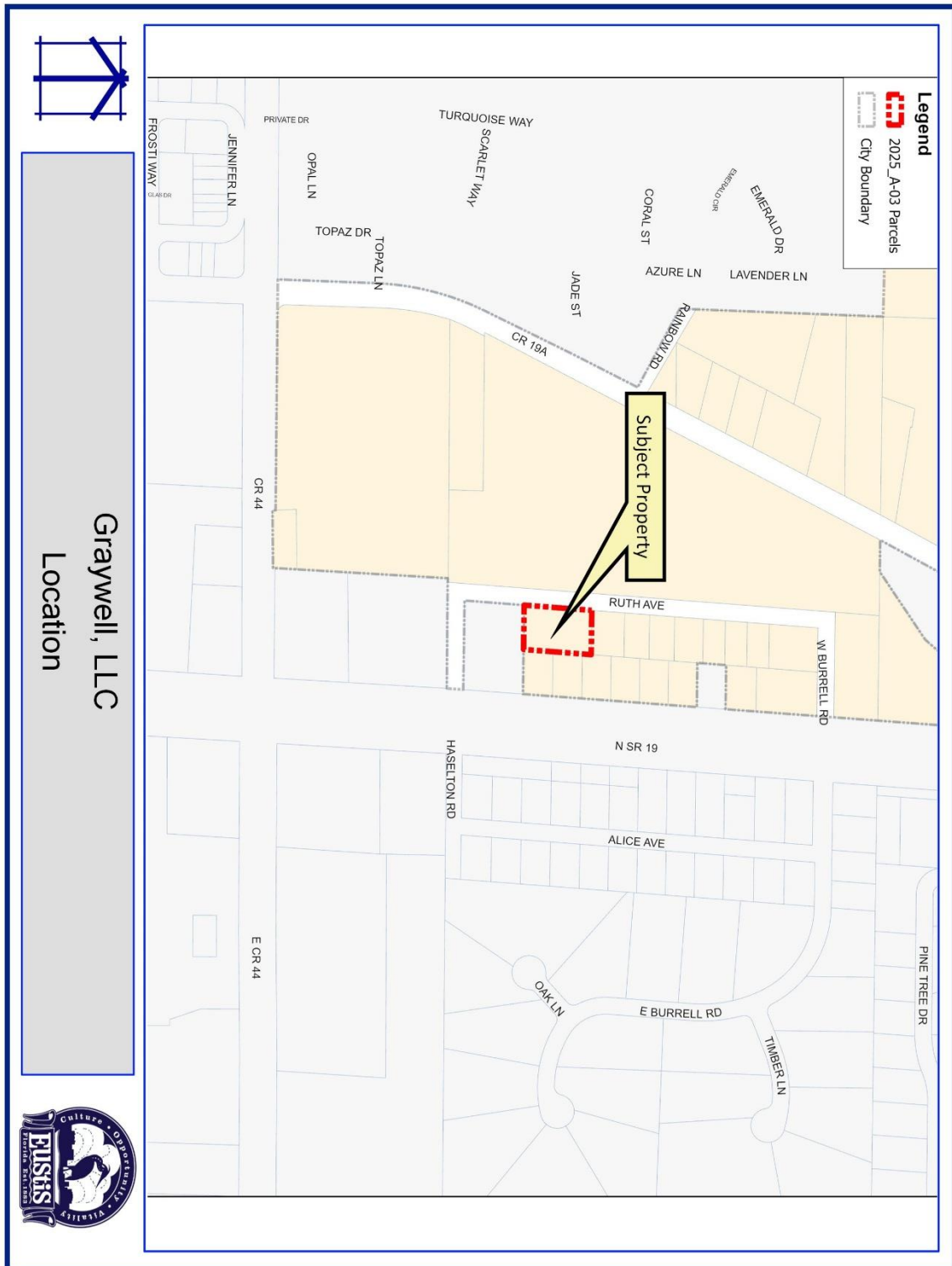
The foregoing Ordinance Number 25-10 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Date

Ordinance Number 25-10
Annexation 2025-A-03
Page 3 of 4

EXHIBIT A



Analysis of Comprehensive Plan/Future Land Use Request (**Ordinance Number 25-11**)

In Accordance with Florida Statutes Chapter 163.3177.9.:

Discourage Urban Sprawl: Primary Indicators of Sprawl:

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

Review of Indicators

1. Low Intensity Development:

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

This indicator does not apply. The requested future land use will provide for a higher density (5 du/acre) than the county FLU (4 du/acre) allows. The area is already primarily single-family development on existing platted lots.

2. Urban Development in Rural Areas:

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

This indicator does not apply. The subject properties are located in an urbanizing corridor. The annexation and land use assignment apply to already platted residential lots

3. Strip or Isolated Development:

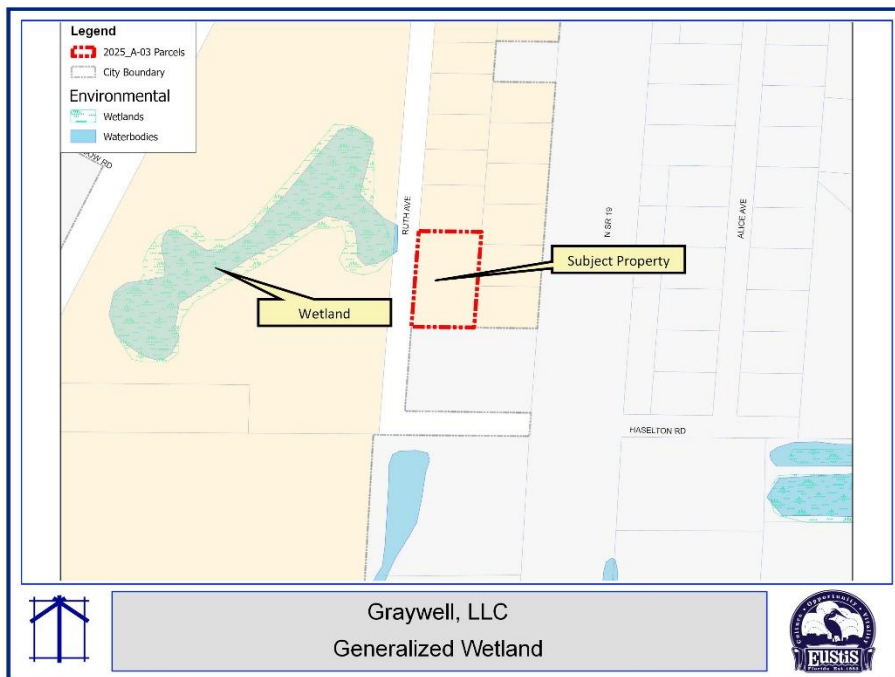
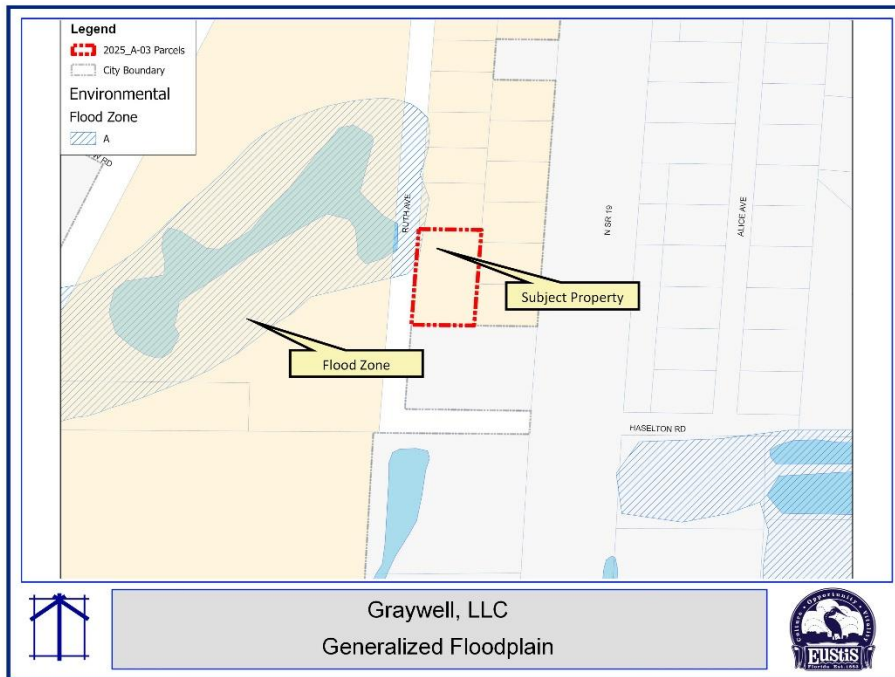
Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The site is within an urbanizing corridor with commercial development to the south and residential development surrounding.

4. Natural Resources Protection:

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

This indicator does not apply. The subject property is not in a floodplain and does not contain wetland areas. The proposed development of this property is intended as residential and will follow the appropriate permitting procedures.



5. Agricultural Area Protection:

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

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

6. Public Facilities:

Fails to maximize use of existing public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of the City's water service. City sewer service will need to be evaluated for availability at the time of building permitting.

7. Cost Effectiveness and Efficiency of Public Facilities:

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

This indicator does not apply. Adequate capacity is available to serve the existing and future development consistent with the requested Suburban Residential (SR) future land use designation. The City provides these services to other properties in the area, so efficiency will improve.



8. Separation of Urban and Rural:

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

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

9. Infill and Redevelopment:

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

This indicator does not apply. This property is a logical extension of the city boundaries.

10. Functional Mix of Uses:

Fails to encourage a functional mix of uses.

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

11. Accessibility among Uses:

Results in poor accessibility among linked or related land uses.

This indicator does not apply. The Land Development Regulations include provisions to provide adequate accessibility and linkages between related uses. Development Services will ensure compliance with these standards at the time of development review. The property overall is within walking distance of existing commercial uses. The property is part of an existing platted residential lot neighborhood.

12. Open Space:

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

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

13. Urban Sprawl:

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

a. Direction of Growth:

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

The site is adjacent to existing urban/suburban development patterns and is a logical extension of the urban development boundary. The

Comprehensive Plan and Land Development Regulations have provisions to protect natural resources and ecosystems at the time of site plan approval.

- b. Efficient and Cost-Effective Services:
Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

Water service is available. Sewer service is located at the intersection of Ruth Avenue and SR 19. Connection to sewer service will be evaluated at the time of the building permit.

- c. Walkable and Connected Communities:
Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

At the time of development, the site must meet the City's Land Development Regulations relating to connection and sidewalks. Ruth Avenue and State Road 19 are not City infrastructure and do not currently have a sidewalk system. Interconnectivity via sidewalk to existing and future uses will be a challenge.

- d. Water and Energy Conservation:
Promotes the conservation of water and energy.

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

- e. Agricultural Preservation:
Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

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

- f. Open Space:
Preserves open space and natural lands and provides for public open space and recreation needs.

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

g. Balance of Land Uses:

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

The proposed land use allows for existing and future residential uses. The property is part of an existing platted residential neighborhood, and does not lean to commercial or mixed use. Existing commercial development exists in close proximity to serve the residential population.

h. Urban Form Densities and Intensities:

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

Not applicable.

In Accordance with the Comprehensive Plan Future Land Use Element Appendix:

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

Major Categories of Plan Policies:

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

1. General Public Facilities/Services:

Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on,

facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

a. Emergency Services Analysis:

Eustis emergency services already provide emergency response to other properties in the area. Any development consistent with the Suburban Residential (SR) future land use designation would not have a significant negative impact on the operations of Eustis emergency services.

b. Parks & Recreation:

In 2010, the City prepared a Park Inventory and Level of Service Demand and Capacity analysis as part of the Comprehensive Plan Evaluation and Appraisal Report. The results show that a surplus of park area exists up to and beyond the City's population of 20,015. The current population is 24,500. Pursuant to the comprehensive plan policy and Land Development Regulation, residential development will be required to provide on-site park amenities as part of the development as a subdivision. In this case, the property is composed of existing platted residential lots, and additional park space will not be required as part of its development (building permit)

c. Potable Water & Sanitary Sewer:

Water and sewer are available to the subject property. Both the water and sewer systems have adequate capacity to serve the development of the property.

d. Schools:

The proposed change should not negatively impact schools. At the time of development, beyond permit application for a home or duplex, application verification of capacity will be required from Lake County Schools.

e. Solid Waste:

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

f. Stormwater:

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

g. Transportation Network Analysis:

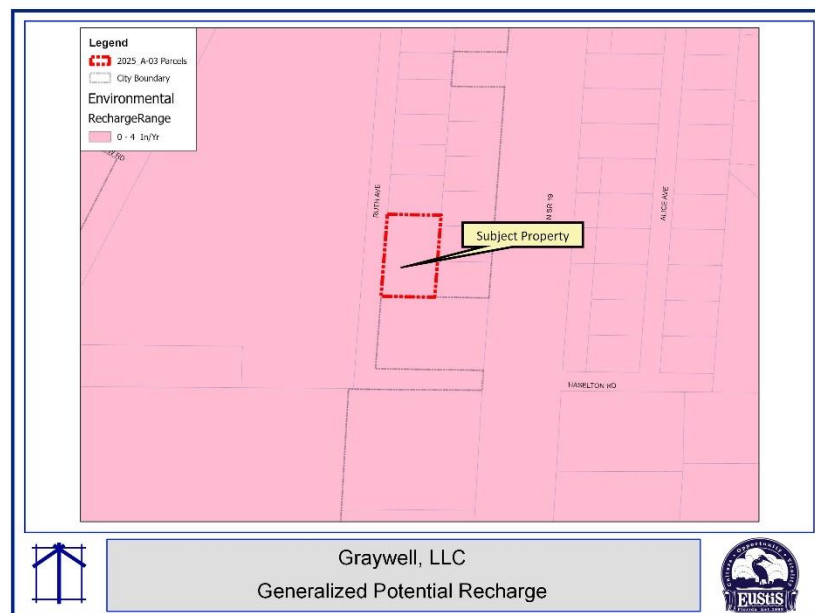
This potential added residential development is considered to have no negative impacts on the existing transportation system. At this time, the adjacent transportation network (SR 19) can serve the proposed Suburban Residential (SR) property, even at a maximum development standard, without negatively affecting the adopted level of service.

2. Natural Resources/Natural Features:

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

a. Groundwater recharge areas:

The site may be within a low recharge area; this property is part of an existing platted subdivision and site-specific studies for recharge will not be required for application for building permits. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.

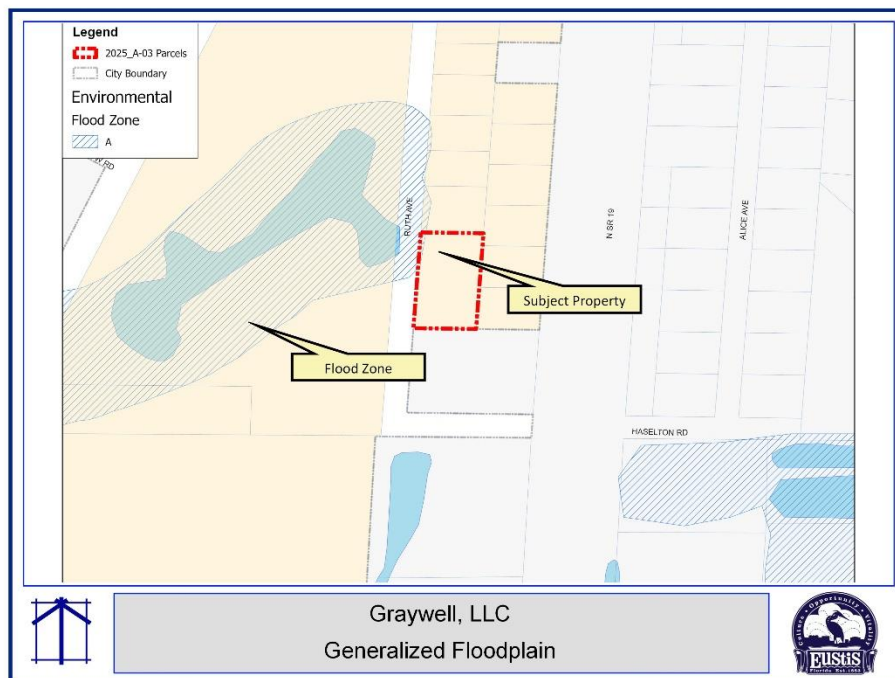


b. Historical or archaeological sites:

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

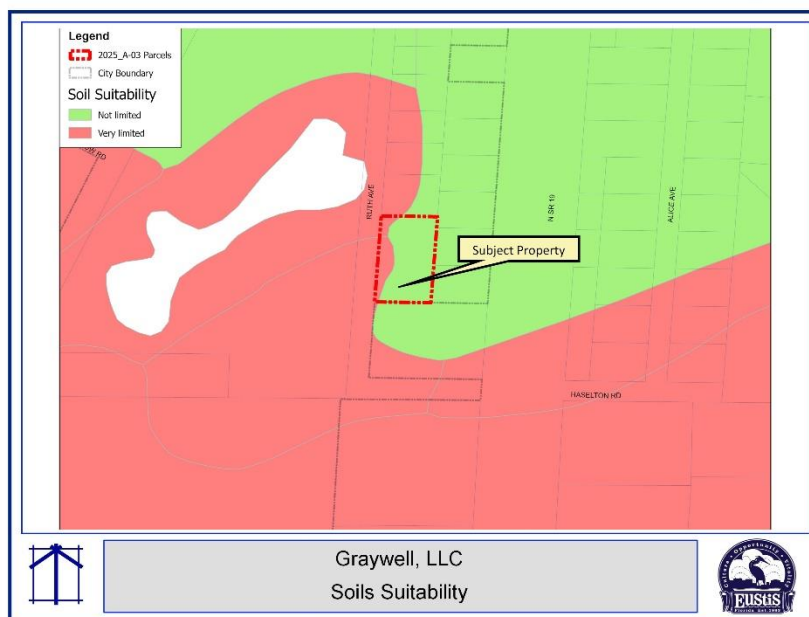
c. Flood zones:

The subject property is not impacted by a 100-year flood zone area. Source - Lake County GIS - 2012 Flood Zones.



d. Soil and topography:

The site soils are suitable for single-family building.



3. Comprehensive Plan Review:

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

Existing Land Use According to the Lake County Comprehensive Plan:

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

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

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

Proposed Land Use According to the Eustis Comprehensive Plan:

Suburban Residential (SR)

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

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

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

Special Provisions:

- (1) Density bonuses are permitted for the provision of affordable housing, including

opportunities for a bonus increase between 5-15 percent in density in the Suburban Residential (SR) classification where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando Metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having incomes less than 120 percent of the Orlando Metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent. A density bonus may also be allowed for energy conservation or green certification as provided for in the LDRs. The combined density bonus for affordable housing and energy conservation/green certification is limited to a total increase of 15%.

- (2) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:
- a. all such housing is attached to foundations as in the case of conventional site-built construction; and
 - b. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.

Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Comparison of Lake County Development Conditions

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

Residential: Lake County limits residential development to 4 dwelling units/acre, while the Suburban Residential (SR) would allow up to 5 dwelling units/acre.

Proposed Residential Land Uses.

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

Not applicable. The area already includes a mix of uses, including single-family residential and commercial. This proposed development would be adequately distanced from the commercial area to the south.

Proposed Non-Residential Land Uses.

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

Not applicable. The proposed future land use assignment is for Suburban Residential (SR), which is a residential district to be located in an area that is residential in nature.

1. **Transportation:**

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

This potential added residential development is considered to have de minimis (negligible) impacts on the existing transportation system.

2. **Water Supply:**

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

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

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

Standards for Review:

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

a. *Consistent with Comprehensive Plan:*

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

The proposed amendment is consistent with the Comprehensive Plan.

b. *In Conflict with Land Development Regulations:*

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

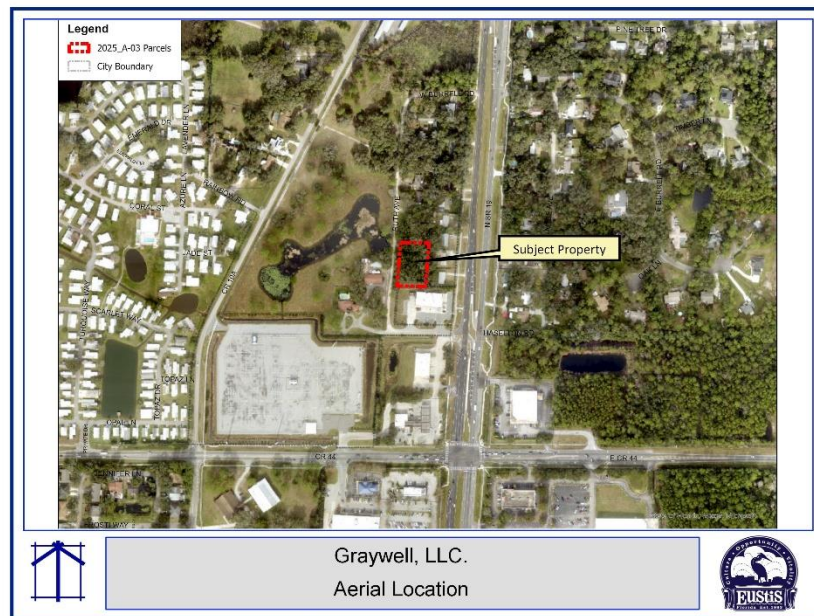
The proposed amendment is not in conflict with the Land Development Regulations. At the time of development, there will be further review for compliance with planning and building standards and regulations.

c. *Inconsistent with Surrounding Uses:*

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

City commercial uses are located to the north within 300 feet of the property, and residential uses are located in the surrounding area with

varying densities. The proposed Suburban Residential Future Land Use is consistent.



d. *Changed Conditions:*

Whether there have been changed conditions that justify an amendment.

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

e. *Demand on Public Facilities:*

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

City water and sewer services are available and near the site. Adequate capacity is available for future development consistent with the requested Suburban Residential future land use designation.

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

f. *Impact on Environment:*

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

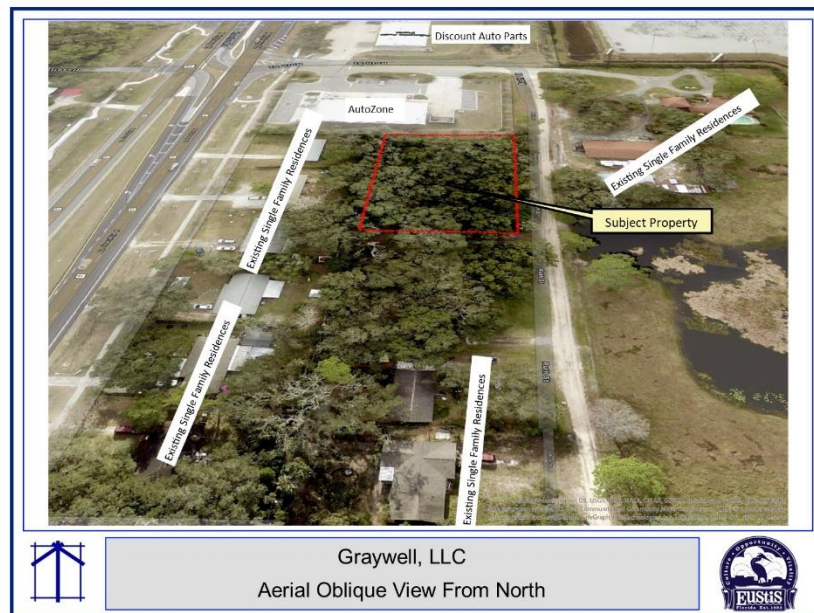
The site contains no apparent natural resources and is not connected to significant open space.

g. *Orderly Development Pattern:*

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

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

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



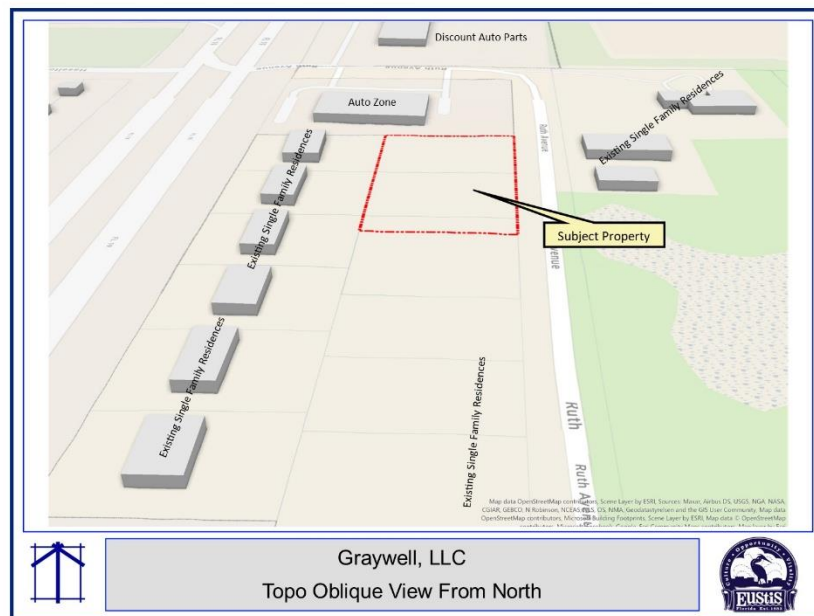
h. *Public Interest and Intent of Regulations:*

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

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

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

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



i. Other Matters:

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

No other matters.

ORDINANCE NUMBER 25-11

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 0.60 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 3957568, 3957567, AND 3450680, GENERALLY LOCATED ON THE WEST SIDE OF STATE ROAD 19 ALONG RUTH AVENUE, FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL IN THE CITY OF EUSTIS.

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

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

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

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 0.6 acres of real property located on the west side of State Road 19 along Ruth Avenue and more particularly described herein; and

WHEREAS, on June 19, 2025, the Local Planning Agency held a Public Hearing to consider the adoption of a Small-Scale Future Land Use Amendment for this change in designation; and

WHEREAS, on June 19, 2025, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency's recommendation to adopt the Small-Scale Future Land Use Amendment contained herein; and

WHEREAS, on July 17, 2025, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small Scale Future Land Use Amendment contained herein;

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

SECTION 1.

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

Parcel Alternate Key: 3957568, 3957567, and 3450680

Parcel Identification Numbers: 35-18-26-0700-000-01300, 35-18-26-0700-000-01200 and 35-18-26-0700-000-01100

Legal Description:

Parcel 1

HASELTON HEIGHTS PB 13 PG 38 LOT 13 ORB 6392 PG 1286 ORB 6399 PG 2346

Parcel 2

HASELTON HEIGHTS PB 13 PG 38 LOT 12 ORB 6392 PG 1286 ORB 6399 PG 2346

Parcel 3

HASELTON HEIGHTS PB 13 PG 38 THE SOUTH 25.95 FT OF LOT 11 ORB 6392 PG 1286
ORB 6399 PG 2346

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy)

SECTION 2.

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

SECTION 3.

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

SECTION 4.

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

SECTION 5.

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

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 17th day of July 2025.

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

Willie Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17th day of July 2025, by Willie Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

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

CITY ATTORNEY'S OFFICE

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

City Attorney's Office

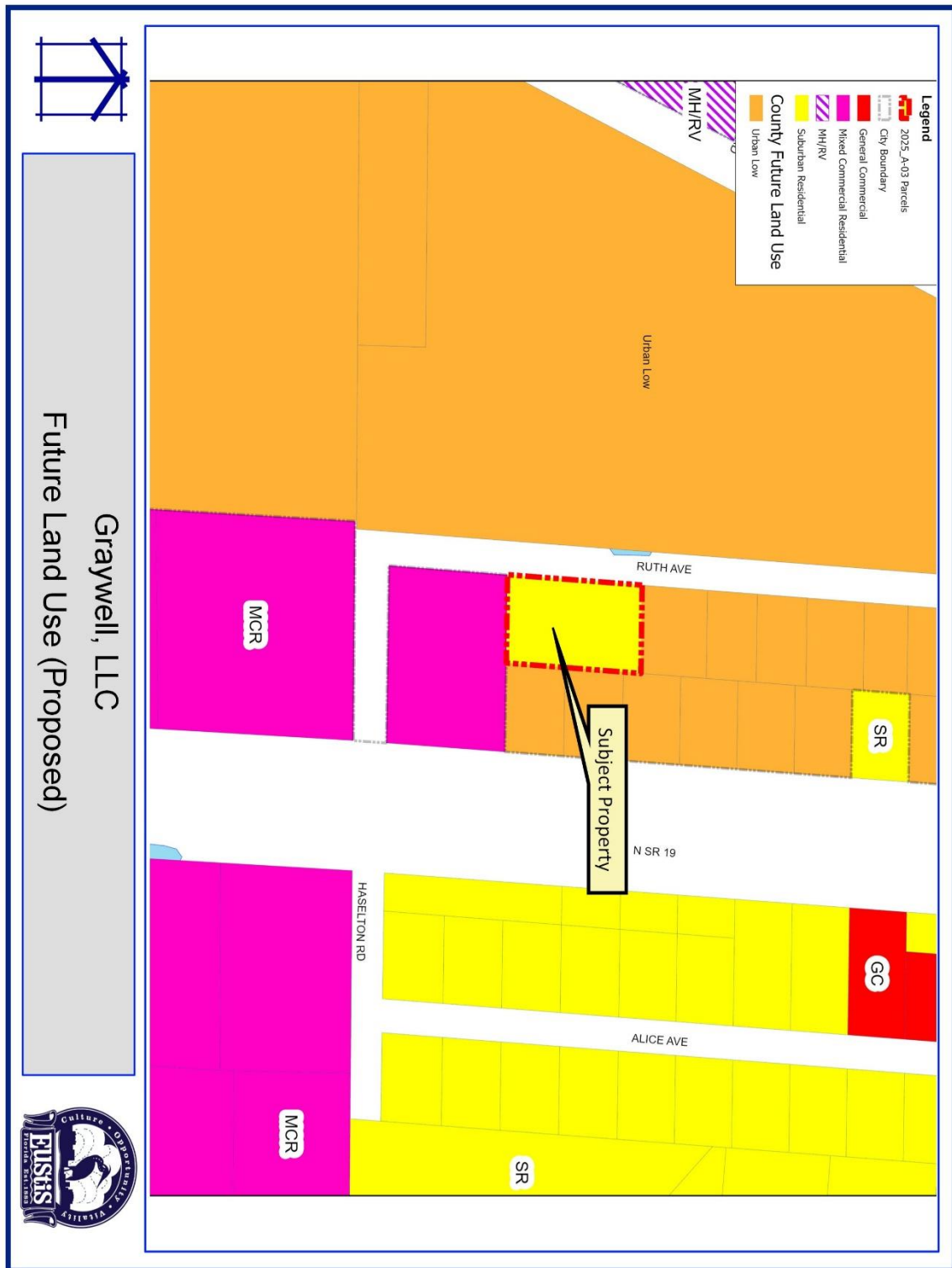
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-11 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Exhibit A



ORDINANCE NUMBER 25-12

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 0.60 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 3957568, 3957567, AND 3450680, GENERALLY LOCATED ON THE WEST SIDE OF STATE ROAD 19 ALONG RUTH AVENUE.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Suburban Corridor to approximately 0.60 acres of recently annexed real property further described below, and

WHEREAS, on June 19, 2025, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on July 17, 2025, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

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

Section 1. Design District Designation

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

Parcel Alternate Key: 3957568, 3957567, and 3450680

Parcel Identification Numbers: 35-18-26-0700-000-01300, 35-18-26-0700-000-01200 and 35-18-26-0700-000-01100

Legal Description:

Parcel 1

HASELTON HEIGHTS PB 13 PG 38 LOT 13 ORB 6392 PG 1286 ORB 6399 PG 2346

Parcel 2

HASELTON HEIGHTS PB 13 PG 38 LOT 12 ORB 6392 PG 1286 ORB 6399 PG 2346

Parcel 3

HASELTON HEIGHTS PB 13 PG 38 THE SOUTH 25.95 FT OF LOT 11 ORB 6392 PG 1286 ORB 6399 PG 2346

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy)

Section 2. Map Amendment

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

Section 3. Conflict

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

Section 4. Severability

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

Section 5. Effective Date

That this Ordinance shall become effective upon the annexation of the subject property through approval of Ordinance Number 25-10.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 17th day of July 2025.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17th day of July 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

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

CITY ATTORNEY'S OFFICE

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

City Attorney's Office

Date**CERTIFICATE OF POSTING**

The foregoing Ordinance Number 25-12 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Date

Exhibit A

