



AGENDA

City Commission Meeting

6:00 PM – Thursday, August 21, 2025 – City Hall

Invocation: Pastor Renee Hill, WIN 1 Ministries

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

June 17, 2025 City Commission Meeting

August 7, 2025 City Commission Meeting

3. Presentations

3.1 Presentation by Representative Nan Cobb and Senator Keith Truenow

3.2 Eustis Police Department Badge Pinning Ceremony

3.3 Eustis Police Department Promotion of Wayne Perry, Jr to Corporal

3.4 Eustis Police Department Acknowledgement of Graduation

3.5 Presentation by Continental Strategy

3.6 Fire Department ISO Rating Presentation

3.7 Presentation by Florida Department of Transportation (FDOT)

4. Appointments

4.1 Appointment to the Code Enforcement Board (CEB) - Alternate

5. Audience to be Heard

6. Ordinances, Public Hearings, & Quasi Judicial Hearings

6.1 SECOND READING

Ordinance Number 25-19: Conditional Sign Permit for Orlando Health Master Sign Plan

6.2 Explanation of Ordinance Numbers 25-20, 25-21, and 25-22 for Annexation of Parcel with Alternate Key Number 1040141

Ordinance Number 25-20 – Voluntary Annexation

Ordinance Number 25-21 – Comprehensive Plan Amendment

Ordinance Number 25-22 – Design District Assignment

FIRST READING

Ordinance Number 25-20: Voluntary Annexation of Parcel with Alternate Key Number 1040141

6.3 **SECOND READING**

Ordinance Number 25-21: Future Land Use Map Assignment
Ordinances for Annexation Parcels Alternate Key Number 1040141

6.4 **SECOND READING**

Ordinance Number 25-22: Design District Assignment
Ordinances for Annexation Parcels Alternate Key Number 1040141

6.5 Explanation of Ordinances Numbers 25-23, 25-24, and 25-25 for Annexation of Parcels with Alternate Key Number 3959037

Ordinance Number 25-23 – Voluntary Annexation
Ordinance Number 25-24 – Comprehensive Plan Amendment
Ordinance Number 25-25 – Design District Assignment

SECOND READING

Ordinance Number 25-23: Voluntary Annexation of Parcels with Alternate Key Number 3959037

6.6 **SECOND READING**

Ordinance Number 25-24: Future Land Use Map Assignment for Annexation of Parcel with Alternate Key Number 3959037

6.7 **SECOND READING**

Ordinance Number 25-25: Design District Assignment
for Annexation of Parcel with Alternate Key Number 3959037

6.8 **FIRST READING**

Ordinance Number 25-26: Annual update of the Five-Year Capital Improvements schedule of the Comprehensive Plan fiscal year 2026-30

7. Other Business

7.1 City Manager's Performance Evaluation

8. Future Agenda Items and Comments

8.1 City Commission

8.2 Board and Committee Reports

8.3 City Manager

8.4 City Attorney

8.5 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: August 21, 2025

RE: Approval of Minutes

June 17, 2025 City Commission Meeting

August 7, 2025 City Commission Meeting

Introduction:

This item is for consideration of the minutes of the Eustis City Commission meetings.

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 Meeting

6:00 PM – Thursday, July 17, 2025 – City Hall

Invocation: Jay Kowalski, FUMC Eustis

Pledge of Allegiance: Vice Mayor Gary Ashcraft

Call to Order: 6:37 p.m.

Acknowledge 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. Agenda Update

Tom Carrino, City Manager, indicated that 5.2 on the Consent Agenda is an annexation agreement for utility services. He explained that an updated version of the agreement was provided to the Commission which matches the new template.

2. Approval of Minutes

2.1 June 19, 2025 City Commission Workshop June 19, 2025 City Commission Meeting

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

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

3. Presentations

3.1 Trails Update

Mike Stevens, Chairman for the Florida Greenways and Trails Council, treasurer for the Florida Greenways and Trails Foundation and Chairman for Friends of Lake County Trails, provided an update on both the local and state level regarding trails and funding for trails. He reported on the November 2024 bond referendum that was approved for conservation and trails. He explained that 50% of the funds will be used for trails which should provide \$25 million in Lake County in the next two years to use for purchase of the land and right of way. He stated that, compared to Seminole, Volusia and Orange Counties, Lake County is 25 years behind in development of trails.

Mr. Stevens reported on efforts in 2023 to get two trails on the state priority list - the North Lake River to Hills Trail and the Wekiva Trail. He explained the development of the state's five year plan and increases in funding. He provided an overview of the tentative routes for the North Lake River to Hills Trail and the Wekiva Trail.

Mr. Stevens stated the biggest priority for the state is the Coast to Coast Trail, which goes from St. Pete across the state to Titusville, which is 85% done. He indicated that the second state priority is the St. Johns River to Hills Loop. He provided an overview of that trail and what has

been completed. He stated the third priority is the Heart of Florida Loop, a 250 mile loop noted that the North Lake River to Hills Trail will connect to that. He cited the loop trail around Lake Apopka and the progress on that.

The Commission asked about the local trail being on the state priority list with Mr. Stevens stating it means it will be eligible for funding, and they will have to apply for the funding as it is competitive. He explained that Sun Trail wants the entities to "have skin in the game". He commented on the intergovernmental agreement for the feasibility money which was budgeted last year. He reviewed the status of various segments of the trails. He stated they are currently working on a feasibility study for the segment running from Tavares through Eustis to Umatilla. He reported they have met with the Director of Florida Rails to Trails Conservancy and CSX is willing to discuss purchase of the railroad ROW. He continued a review of the progress on the Wekiva Trail and where it will connect. He cited issues with the purchase of CSX property.

The Commission asked about timelines with Mr. Stevens responding Seminole, Volusia and Orange County used their Sales Tax Revenue to build their trails and were able to budget \$1 to \$2 million into trails every year. He commented on the difficulty in raising funds in Lake County for trails. He explained why they worked so hard to get the Lake County trails included in Sun Trails so that it made them eligible for funding. He stated the biggest thing the cities can do is get together and get the feasibility study done. He expressed concern about getting the railroad to agree to selling the property and raising the necessary funding. He indicated they need to get conceptual ideas of where the trail will get into downtown Eustis and Tavares. He commented on a meeting with the hospital administration and their desire to tie into the trail. He stated it could be 20 years in the future, or it could be 5. He emphasized the need to get the feasibility study completed and indicated that would take about one year. He explained the process following that.

The Commission asked what they could do to make their trail more attractive to the state with Mr. Steven responding the following: 1) Get the feasibility study done as soon as possible; 2) Get the City and residents on board; and 3) Provide letters of support from the community, the MPO and the County. He commented further on how the projects get moved up on the unfunded priority list.

Mr. Carrino asked about estimates for the cost of the Wekiva railroad right-of-way with Mr. Stevens estimating that cost at \$20 to \$25 million. He noted that is probably twice as long as what Lake County needs so they will probably need about \$10 million.

Mr. Carrino stated he wanted to set expectations and emphasized the need for partners including the state, Lake County, Tavares and Umatilla in order to get the railroad right-of-way.

Mr. Stevens commented on missed opportunities including the sidewalk from Eustis and Umatilla, and how they tried to get FDOT to make it wider for use as a trail. He suggested that the City try to focus on the plan to make sure they take advantage of opportunities for local trails that could eventually be connected to the regional trails.

Commissioner Asbate asked staff to keep trails in mind when developers come in with proposals.

Mr. Carrino commented on the need to get the feasibility study completed. He stated it will help when they can identify where the trail actually is going. He confirmed that the current fiscal year was the first year they budgeted for the study. He noted there is an existing interlocal agreement regarding the trail. He stated they have informed Lake County that it is a priority and indicated the County needs to be the lead agency.

3.2 Residential Rehabilitation Program Update

Derek Blue, Lake Community Action Agency (LCAA), reported on the City's home improvement program they administer for the City. He cited the focus of the program to address health and safety concerns, provide energy efficiency improvement and provide cosmetic enhancements. He listed some of the specific types of improvements that were undertaken and provided some before and after photographs showing the improvements.

Tim Bridges, LCAA Director of Program Operations, noted that LCAA has been in the City for 58 years. He provided an overview of the amount of funding they have spent within the City of Eustis. He emphasized that the improvements are provided to the residents at no cost. He stated that of the \$302,000 in CRA funds contributed to the program, only \$29,970 went to the LCAA for program support fees. He reported they completed 14 homes outside of the CRA totaling \$119,000 and 17 homes within the CRA. He explained their pre-qualification process. He noted they have six homes on the waiting list inside the CRA and another ten outside the CRA.

Mr. Blue explained the \$4,000 program support fee and what it covers. He noted that the homeowners receive both CRA funds and LCAA weatherization funds. He also commented on the homeowner education program and the warranty on the homes.

Mr. Bridges reviewed the LCAA financial impact on the City from 2002 to 2025 including water bills paid to the City, rent paid to the City, utilities paid for residents, rental assistance for residents and education assistance to residents. He stated that the total of the LCAA contribution to the City was over \$1 million.

Mr. Blue introduced two of their participants to make comments on their participation in the program.

Sandra Purdue, resident, commented on her status as a single parent and expressed her appreciation.

Lewis Armstrong, resident since 2021, explained he and his wife bought their house, but his health issues limited his ability to work and make repairs. He expressed appreciation for the assistance.

The Commission asked about other non-profit agencies paying rent to the City.

Mr. Carrino explained that LCAA gets credit toward a higher match from the federal government. He indicated that the rent is higher but a portion of it is rebated back to them.

The Commission discussed the amount of rent with the possibility of the issue being discussed in the future.

Mr. Bridges reviewed the history of the program and noted that, due to the success of the program within Mount Dora and Eustis, they now have a program with the City of Leesburg. He commented on the number of contractors they have involved in the program and the requirements for the contractors.

Commissioner Lee asked about their homeowner education program with Mr. Bridges explaining that the contractors work with them as they are making the improvements and explain how to manage the homes.

Mr. Bruce explained how they walk the homeowner through maintenance of the home. He commented on how they encourage the older residents to obtain assistance with their children

or other family members to help with maintenance. He noted they sit down with them and discuss how not to get back into the same situation with a deteriorating house.

Mr. Bridge explained they also have pamphlets they provide on different topics with Commissioner Lee commenting she would like to see them offer actual classes for the homeowners.

Mayor Hawkins asked Juliette Jones to address the Commission.

Juliette Jones stated she has been trying to get assistance from the CRA for years but she was told she is out of the district. She explained the house needs to be gutted. She cited her roof problems and noted it also has a lot of mold that is making her sick.

Mayor Hawkins explained he wanted her to speak in order to show that the need is also outside of the CRA district. He commented on the possibility of working with Habitat to expand the program outside of the CRA.

Vice Mayor Ashcraft expressed agreement for expanding the program outside the CRA.

Mr. Bridges stated that in Leesburg they cooperate with both the City and Habitat for Humanity on their program.

Commissioner Lee asked if Ms. Jones would have qualified for LCAA's other program with Mr. Bridges responding that she had received services previously from a federal program and had not completed the 15 years required since then.

Discussion was held regarding a joint program with LCAA and Habitat for Humanity to assist residents outside the CRA district.

Mr. Carrino reported there is approximately \$50,000 left in the rehab program from a previous year and the Commission added \$50,000 during the budget process. He noted that \$30,000 was added as well as one other house. He indicated that the City has spent approximately \$125,000 in the current fiscal year and they are out of funding for the current year. He stated they would not be able to take on anything else until after October 1st. He asked if the Commission wants to wait until October 1st to continue the program or if they want to add more money to the program.

The Commission discussed increasing the budget for the next fiscal year and whether or not to add more funds to the current year. It was noted that there is \$377,000 left over in the CRA current budget.

The Commission asked how much it would take for the home remaining on the wait list with Mr. Bridges stating they won't know for sure until they get the shingles off. Mr. Blue stated that it costs approximately \$12,500 per house.

Mayor Hawkins asked, if the City can provide additional funding, could LCAA reduce their fees by \$2,000 and Mr. Blue responded affirmatively.

Mr. Blue confirmed there is more to be done for the home than just the roof.

Mr. Carrino indicated that it would require CRA approval; however, if he has a consensus of the Commission, he has the authority to proceed and then bring it back for after-the-fact approval.

CONSENSUS: It was a consensus of the Commission to approve an additional \$12,500 for the housing rehabilitation program in the current fiscal year.

4. Audience to be Heard

Craig Capri, Police Chief, announced there will be four amateur fighters from Eustis that will be boxing on August 28th in Orlando at a national tournament. He noted they have two female fighters from Eustis High School and then two male fighters from Eustis. He indicated they will be wearing the City of Eustis and Eustis Police Department logos on their uniforms.

Ariana Varela addressed the Commission regarding the boxing program and what it has taught her regarding discipline and self-respect. She noted that she used to have problems in school but now she is making straight A's.

Chief Capri commented on the Double R&O Boxing Club located on Grove Street and the benefits of the boxing program for the youth as well as adults. He thanked everyone for their support.

Debbie Weinert, Tavares resident, addressed the Commission regarding the Dolly Parton Imagination Library. She reported on their recent activities and noted she started with 18 children and closed the month of June with 1,055 children receiving books. She added that there are no children from Eustis involved with her program and commented on her desire to have Eustis involved. She provided a history of the program began by Dolly Parton. She provided an overview of the books provided to the students and how they teach the parents to engage with the children. She asked if she could be put on a future agenda to provide a presentation. She noted that it costs her \$36 per child per year to receive a book a month and provided a breakdown on the use of those funds. She confirmed that her program is a 501(c)(3).

Chief Capri stated he would donate \$1,000 to the program and Mayor Hawkins asked the Finance Director to provide whatever is left of his funds to the program.

Commissioner Holland stated he would like to see her come back with a full presentation. He noted that she has met with the Library Director and indicated he would like to see a partnership.

Ms. Weinert commented she would like to get some of the businesses involved as well.

Bryan Broomfield, representing St. James AME Church, stated that every year they have their annual Shelly Ware King family and friends day. He stated they would be holding a worship service on Sunday, July 27th, at 11:00 a.m. with a fellowship day on Saturday, July 26th, 10 a.m. to 2 p.m. He invited all of the Commissioners to attend. He noted that police and firefighters also attend the celebration.

5. Consent Agenda

5.1 Resolution Number 25-51: Eustis Police Department Armored Personnel Carrier Donation

5.2 Resolution Number 25-52: Annexation Agreement and Developer's Agreement To Provide Water Service Outside the City Limits for 2218 Getford Road

Motion made by Commissioner Holland, Seconded by Commissioner Lee., to approve the Consent Agenda. The motion passed on the following vote:

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

6. Ordinances, Public Hearings, & Quasi Judicial Hearings

6.1 Resolution Number 25-47: Approving a Site Plan with Waivers for a Self-Storage Facility at 36640 South Fish Camp Drive (Alternate Key 1213177)

Sasha Garcia, City Attorney, read Resolution Number 25-47 by title: A Resolution of the City Commission of the City of Eustis, Florida; approving a site plan with waivers for a self-storage facility on approximately 4.63 +/- acres located at 36640 S. Fishcamp Road (Alternate Key Number 1213177).

Kyle Wilkes, Senior Planner, reviewed the proposed site plan and explained the requested waivers as follows: 1) Waiver To Section 115-9.3.2 (a) (2) & (3) Suburban Design District Standards to allow for understory trees in lieu of canopy trees (due to utility line constraints); 2) Waiver To Section 115-6.1.2 Metal Buildings to allow metal buildings with insulated stucco board panels for the sides of the building facing the road; 3) Waiver to Section 110-4.13 Commercial Building Lot to allow for the primary structures to exceed the 75' maximum setback due to circulation and operational needs of the self-storage; and 4) Waiver to Section 110-4.13 Commercial Building Lot to waive the frontage buildout and design standards to meet fenestration and architectural requirements along CR 44 as self-storage buildings do not provide street-facing windows or transparent features.

Mr. Wilkes provided an overview of the site location, future land use (mixed commercial residential) and design district (suburban corridor). He explained the project breakdown as follows: Office – 1,200 sq ft., RV/Boat Storage – 11,160 sq. ft., and Mini-Warehouse – 17,400 sq. ft. for a total of 29,760 sq. ft. He stated staff recommends approval of the Site Plan with Waivers and indicated it is generally consistent with the Land Development Regulations and does not negatively impact the health, safety, or welfare of the surrounding community.

Mayor Hawkins questioned the setback with Mr. Wilkes explaining the setback is typically from the primary structure and there isn't really a primary structure. He indicated the applicant wants to be further back from Fishcamp Road. He confirmed that this application was in the queue prior to any changes.

The Commission confirmed that the structure will be closer to the northern property with Mr. Carrino indicating on the north is the CSX right-of-way which is approximately 100 feet. It was noted that it would be closest to the home on the northwest corner. Mr. Wilkes confirmed that the request was advertised, and no comments had been received from that homeowner.

Attorney Garcia opened the public hearing at 8:02 p.m.

Deirdre Lewis expressed opposition to the storage facility in the subject location. She noted that a storage facility was just completed in the area.

Tander Kilbow, addressed the Commission on behalf of the Novaks, and explained they are not shifting the structure closer to the home. He added that in addition to the buffer they will be installing a six foot masonry wall along that same property line. He indicated the site plan submitted indicates where the structure will be located.

Mr. Wilkes explained that the 75' setback is a maximum, not a minimum.

John Cook, representing the builder, stated the setback would be an additional 50 feet back. He added the proposed office is 127.5 feet from CR 44. He explained that they would be single-story self-storage buildings, not multi-story. He indicated there would be landscape buffer all around the property. He stated that in addition to the masonry wall would be the landscape buffer and a swale plus 50 feet of parking lot, another 10 feet and then the

office. He emphasized that it is not a 24-hour facility. Additionally, he stated they are not proposing any site lighting but there would be some wall packs on the building. If it is a concern, they can avoid any light going into the adjacent residence. He confirmed that the entrance would be off of Fish Camp.

The Commission discussed what else could go on the site and what would be the least impactful. They confirmed the notices were sent out and no comments were received.

There being no further public comment, the hearing was closed at 8:11 p.m.

Motion made by Commissioner Holland, Seconded by Mayor Hawkins for discussion, to approve Resolution Number 25-47.

The Commission asked to see renderings of how the facility would look with renderings being provided. Discussion was held regarding the number of units, the location of the operations office, fence and landscape buffer, the type of fencing and location of the entrance.

Mr. Novak confirmed they are Lark Shed and noted they are Eustis residents. He commented on how well they have maintained their Leesburg location.

Mr. Carrino explained that, under the City's new regulations, the self-storage would not have been allowed; however, the application was grandfathered due to their application being submitted prior to adoption. He noted the need to determine the impact of Senate Bill 180.

Attorney Garcia stated that she has done another review of the Senate Bill and her opinion stands.

The motion to approve Resolution Number 25-47 passed on the following vote:

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

6.2 Resolution Number 25-54: Establishes the Proposed Millage Rate for FY2025/26

Attorney Garcia read Resolution Number 25-54 by title: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, providing for the proposed millage rate of 7.5810 mils for the Fiscal Year 2025/26 annual budget for the City of Eustis, Lake County, providing for an effective date.

Lori Carr, Finance Director, explained the budget and millage rate approval process. She stated that the approval sets the tentative rate and may be changed. She explained how that could be done. She stated resolution sets the millage that will go on the TRIM notices to be mailed by the Property Appraiser. She indicated that the preliminary budget is based on the millage rate of 7.5810. She reported that the City's property tax increased by 9.33% which was a 1.8% drop over the prior year. She added that new construction revenue had also dropped significantly from the prior year.

Ms. Carr indicated that health insurance costs have increased by 5.5%. She stated that the Property and Casualty Insurance is projected to increase by 14% but the final figure will not be known until August or September. She added that some state revenues still have not been received and cited a number of new positions added to the General Fund.

Ms. Carr then reviewed the preliminary revenues and expenses stating that the preliminary revenues are \$28.2 million, and preliminary expenses are \$29.8 million with a preliminary shortfall of \$1.6 million. She explained that it is not uncommon to fund CIP projects through reserves. She stated the plan is to fund those at \$920,000. She cited recurring operating

capital of \$310,300 leaving a revised shortfall of \$371,000, which is based on the 7.5810 millage rate.

Mr. Carrino stated they have a responsibility to present to the Commission a balanced budget. He indicated that he and staff would be working to close that shortfall and stated that it is not best practice to fund the recurring capital from reserves. He indicated they will be working to cut \$680,000 from the budget.

Vice Mayor Ashcraft stated they have had the same millage rate for ten years and most of those years they have had a surplus, why do they not have a surplus this year.

Mr. Carrino responded that generally there is a surplus with the actual expenses. The last fiscal year closed was FY23-24 and they had a \$1.9 million surplus of revenues over expenses. He stated they expect to again have a surplus; however, they can't assume that until the year closes out. He cited various reasons why there will most likely be a surplus after year-end.

Ms. Carr noted they are required to present a balanced budget with Vice Mayor Ashcraft responding that the charter says they don't have to present a balanced budget as long as they have over \$1 million in reserves. He noted the City has \$20 million in reserves.

Mr. Carrino explained that state law says they have to present a balanced budget, and the charter allows them to use reserves to do that.

Ms. Carr provided an overview of the various millage rates including what would require a majority vote of four. She provided an explanation of the impact on a \$250,000 home from the different levels of millage. She stated that the City budgets the property tax revenues at 95%.

Attorney Garcia opened the public hearing at 8:32 p.m. There being no public comment, the hearing was closed at 8:32 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-54. The motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Mayor Hawkins

Voting Nay: Vice Mayor Ashcraft, Commissioner Asbate

6.3 Resolution Number 25-56: Authorizing Recording of Lien on a Delinquent Utility Account

Attorney Garcia read Resolution Number 25-56 by title: A Resolution of the City Commission of the City of Eustis, Lake County, Florida; approving the recording of water, wastewater, stormwater, irrigation, reclaimed water and/or residential garbage services liens; repealing all resolutions or parts of resolutions in conflict herewith; and providing for an effective date.

Nichole Jenkins, Water Customer Service Manager, reviewed the proposed utility lien and stated staff's recommendation for approval to record that lien. She explained the circumstances surrounding the utility account.

The Commission asked about a possible leak on the property with Ms. Jenkins explaining that there is a leak; however, the account has been past due for longer than the leak has existed.

The Commission asked how they can see if the usage is due to use or a leak with Ms. Jenkins explaining how they can do an hour-by-hour polling.

The Commission asked when the doctor's note was provided with Ms. Jenkins responding that the water was cut off on May 20th and on May 21st the note was provided. They turned the water back on after receiving the note. She stated that the customer is the owner of record

and there are several tax certificates on the property. She noted the owners are no longer communicating with the department. She stated staff suspects they are filling their pool and forgetting to turn off the water hose.

The Commission asks how they determined that with Ms. Jenkins explaining the field supervisor went out and walked around the home with someone who represented themselves as the customer's fiancé. That individual stated that the kids like to fill the pool.

The Commission asked if they are asking to authorize lien but keep the water on with Ms. Jenkins stating they are asking for authorization to record the lien and disconnect the water because the City's bond says they cannot give free water. The collection ordinance requires a ten day demand to remove the meter and a ten day demand to put a lien on the property.

The Commission asked about the tax deed certificate and if the City does a title search or knows if there is a mortgage.

Attorney Garcia explained that the utility lien is not extinguished through foreclosure. She stated that the County's lien and the City's lien would have the same weight. She confirmed that they could not leave the water on.

Attorney Garcia opened the public hearing at 8:41 p.m. There being no public comment, the hearing was closed at 8:41 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Resolution Number 25-56. The motion passed on the following vote:

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

RECESS: 8:41 p.m. RECONVENE: 8:48 p.m.

6.4 Resolution Number 25-57: Compliance with SB 180 (Ch. 2025-190, Laws of Florida)

Attorney Garcia read Resolution Number 25-57 by title: A Resolution of the City Commission of the City of Eustis, Lake County, Florida, declaring a temporary suspension of certain land development regulation activities to ensure compliance with Chapter 2025-190, Laws of Florida (SB 180); directing staff to identify and repeal conflicting ordinances and resolutions and to prepare amendments to the City Code of Ordinances and Land Development Regulations so as to conform with State Law; providing for conflicts; providing for severability; and providing for an effective date.

Attorney Garcia explained the Senate Bill concerns streamlining the storm permitting process to ensure that local governments are prepared to respond following a natural disaster. She stated the bill prohibits counties and municipalities that were listed in the federal disaster declaration for hurricanes Debbie, Helene and Milton from proposing or adopting the following items: 1) A moratorium on construction, re-construction or redevelopment of any property damaged by the hurricane; 2) More restrictive or burdensome amendments to local government Comprehensive Plan or Land Development Regulations; and 3) More restrictive or burdensome procedures concerning review, approval or issuance of a site plan, development permit or development order. For those cities, that is retroactive to August 1, 2024, and active through October 1, 2027. She said that Eustis and Lake County are under the scope of the full three years. She acknowledged that it is quite restrictive on Home Rule and ties to both current development and future development. She noted that a lot of cities are unhappy with it. She added that a couple of municipalities have since passed ordinances that apply a moratorium on changes to the LDR's and they have already received notice from

developers. She indicated that a number want to challenge this in court; however, it is in until either a change in the legislation or a court finds that it is an unconstitutional act.

Attorney Garcia stated that the legislation provides an avenue for private property owners or business owners to sue the government in the event that the legislation is violated. She indicated that they cannot even change the code to make the structures more resilient to hurricanes and storms. She stated they have to leave everything as is. She suggested that they could bring back the City's ordinance but to revise it to indicate that it would not be in effect until either the statutory period expires, there is a change in the legislation, or a court strikes down the provision. That would be a way to get it into the code but make it known that it would not be enforced and the City is not trying to violate any restriction put on it by the state. It would provide notice for the future, and it would already be in place if a change occurs. She stated that would mean the ordinance will have to be re-advertised and amended to change the effective date. She explained the need for the resolution.

Mr. Carrino asked if the City would be required to go to the back date and review everything that's been approved since then and reconsider those such as the self-storage ordinance.

Attorney Garcia responded that they would need to look at any legislation that was enacted since August 2024 and that affected the LDR's to make them more restrictive.

The Commission asked what is considered "more restrictive" and who determines that with Attorney Garcia responding the legislature did not specify that. She stated the code must basically remain as it was in 2023. She explained they did not want any changes since the storms enacted that would create more restrictions. She indicated that if a private property owner wants to voluntarily follow any restrictions they can, but the City can't enforce them. She added that it does not apply to annexations.

Vice Mayor Ashcraft suggested waiting and seeing what happens before they do anything. He expressed opposition to the legislation but noted he understood the intent.

Commissioner Lee asked if they waited it out could it open the City up to a lawsuit.

Attorney Garcia emphasized that they will have to undertake the audit to determine if there could be a possible violation. She stated that any changes would have to come back to the Commission. She explained the resolution will put the public on notice that they are aware of the legislation, allowing them time to do the analysis and bring back any necessary changes. She further explained her recommendation for changing the ordinance's effective date to protect the City. She indicated she did not believe the City had that many ordinances that would be affected.

Mr. Carrino stated that primarily they have made changes to the table of uses. He provided an example of someone wanting to place self-storage in MCR which under the changes would not be allowed but under the state legislation it would have to be allowed.

Attorney Garcia indicated they would conduct the audit to determine what needs to be changed. She noted medical marijuana is under separate legislation and they would have to look at that to determine if it would be affected.

Attorney Garcia opened the public hearing at 9:01 p.m. There being no public comment, the hearing was closed at 9:01 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-57.

The Commission discussed waiting to see if any further changes were made by the legis with Attorney Garcia explaining the resolution would impose a temporary suspension to allow staff to conduct the analysis and bring back a report regarding any changes and to republish the LDR ordinance with an amendment that states the ordinance is not enforceable until the expiration of the statutory period, change in legislation or if the court strikes down the bill. She stated that by making those changes, if the bill is no longer valid in six months, the ordinance will already be in place. She noted other municipalities that are already considering legislation. She stated her recommendation for approval of the resolution and for the ordinance to be brought back as recommended.

Voting Yea: Commissioner Holland, Commissioner Lee, Mayor Hawkins

Voting Nay: Vice Mayor Ashcraft, Commissioner Asbate

6.5 Resolution Number 25-58: Administrative Approvals of Final Plats and Replats (SB 784, Ch. 2025-164, Laws of Florida)

Attorney Garcia read Resolution Number 25-58 by title: A Resolution of the City Commission of the City of Eustis, Lake County, Florida, designating an administrative authority for the review and final administrative approval of final plats and replats pursuant to Chapter 2025-164, Laws of Florida (SB 784); incorporating the statutory definition of "Administrative Authority"; delegating such authority to the Development Services Director or other eligible designee as determined by the City Manager; establishing review procedures and appeal rights; directing staff to prepare conforming amendments; providing for conflicts, severability, and an effective date.

Attorney Garcia explained Senate Bill 784, which was enacted on June 20, 2025, and states the legislation streamlines the subdivision-platting process for local governments within the Hurricane Milton disaster area by requiring an "administrative authority" to approve or deny final plats and replats, pursuant to Chapters 177.071 and 177.111, Florida Statutes. She stated that preliminary plats would still go before the Commission and, as long as there are no significant changes from the preliminary plat, the final plat will go through just the administrative process. She confirmed that any changes from the code or waivers would have to come to the Commission. She stated it eliminates the approval of the final plat by resolution and noted that it would also tighten the timeline.

Attorney Garcia then reviewed the requirements included in the resolution as follows: 1) Requires completeness notices within seven days of plat or replat submittal; 2) Mandates a written decision within the timeframe stated in that notice without requesting or requiring any extension from the applicant; 3) Specifies that any denial must identify each area of non-compliance with pinpoint citations to the controlling statute, ordinance, or technical standard; 4) Provides a fifteen-day administrative appeal to the City Commission with a forty-five-day decision window; and 5) Directs staff to present conforming LDR amendments to the Commission by October 31, 2025.

Attorney Garcia opened the public hearing at 9:09 p.m. There being no public comment, the hearing was closed at 9:09 p.m.

Motion made by Vice Mayor Ashcraft, Seconded by Commissioner Holland, to approve Resolution Number 25-58. The motion passed on the following vote:

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

6.6 Explanation of Ordinance Numbers 25-10, 25-11 and 25-12 for Annexation of Parcels with Alternate Key Numbers 3957568, 3957567, and 3450680

Item 2.1

SECOND READING

Ordinance Number 25-10: Voluntary Annexation of Parcels with Alternate Key Numbers 3957568, 3957567, and 3450680

Attorney Garcia read Ordinance Number 25-10 by title on final reading: 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.

Attorney Garcia opened the public hearing at 9:11 p.m. There being no public comment, the hearing was closed at 9:11 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance 25-10 on final reading. The motion passed on the following vote:

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

6.7 SECOND READING

Ordinance Number 25-11: Comprehensive Plan Amendment for Recently Annexed Parcels with Alternate Key Numbers 3957568, 3957567, and 3450680

Attorney Garcia read Ordinance Number 25-11 by title on final reading: 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.

Attorney Garcia opened the public hearing at 9:12 p.m. There being no public comment, the hearing was closed at 9:12 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance Number 25-11 on final reading. The motion passed on the following vote:

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

6.8 SECOND READING

Ordinance Number 25-12: Design District Assignment for Recently Annexed Parcels with Alternate Key Numbers 3957568, 3957567, and 3450680

Attorney Garcia read Ordinance Number 25-12 by title on final reading: 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.

Attorney Garcia opened the public hearing at 9:12 p.m. There being no public comment, the hearing was closed at 9:13 p.m.

Motion made by Commissioner Lee, Seconded by Commissioner Holland, to adopt Ordinance Number 25-12 on final reading. The motion passed on the following vote:

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

6.9 Explanation of Ordinance Numbers 25-13, 25-24 and 25-15 for Annexation of Parcels with Alternate Key Numbers 3862860 and 1193532

FIRST READING

Ordinance Number 25-13: Voluntary Annexation of Parcels with Alternate Key Numbers 3862860 and 1193532

Attorney Garcia read Ordinance Number 25-13 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida; voluntarily annexing approximately 6.18 acres of real property at Lake County Property Appraiser's Alternate Key Numbers 3862860 and 1193532, located east of Palmetto Street, north of Hollywood Avenue, and northwest of Dawes Street.

Jeff Richardson, Deputy Development Services Director, reviewed the proposed annexation, the proposed future land use designation of Urban Residential and design district designation of Suburban Neighborhood. He provided an overview of the site, staff's analysis of the request and stated staff's recommendation for approval.

Attorney Garcia opened the public hearing at 9:19 p.m. There being no public comment, the hearing was closed at 9:19 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-13 on first reading. The motion passed on the following vote:

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

6.10 FIRST READING

Ordinance Number 25-14: Comprehensive Plan Amendment for Recently Annexed Parcels with Alternate Key Numbers 3862860 and 1193532

Attorney Garcia read Ordinance Number 25-14 by title on first reading: 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 6.18 acres of recently annexed real property at Alternate Key Numbers 3862860 and 1193532, located east of Palmetto Street, north of Hollywood Avenue, and northwest of Dawes Street, from Urban Medium in Lake County to Urban Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 9:20 p.m. There being no public comment, the hearing was closed at 9:20 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Ordinance Number 25-14 on first reading. The motion passed on the following vote:

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

6.11 FIRST READING

Ordinance Number 25-15: Design District Assignment for Recently Annexed Parcels with Alternate Key Numbers 3862860 and 1193532

Attorney Garcia read Ordinance Number 25-15 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Neighborhood design district designation to approximately 6.18 acres of recently annexed real property at Alternate Key Numbers 3862860 and 1193532, located east of Palmetto Street, north of Hollywood Avenue, and northwest of Dawes Street.

Attorney Garcia opened the public hearing at 9:21 p.m. There being no public comment, the hearing was closed at 9:21 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-15 on first reading. The motion passed on the following vote:

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

6.12 Explanation of Ordinance Numbers 25-16, 25-17 and 25-18 for Annexation of Parcels with Alternate Key Numbers 2704365, 1214041, and 3803090

FIRST READING

Ordinance Number 25-16: Voluntary Annexation of Parcels with Alternate Key Numbers 2704365, 1214041, and 3803090

Not heard as item was tabled by Local Planning Agency.

6.13 FIRST READING

Ordinance Number 25-17: Comprehensive Plan Amendment for Recently Annexed Parcels with Alternate Key Numbers 2704365, 1214041, and 3803090

Not heard as item was tabled by Local Planning Agency.

6.14 FIRST READING

Ordinance Number 25-18: Design District Assignment for Recently Annexed Parcels with Alternate Key Numbers 2704365, 1214041, and 3803090

Not heard as item was tabled by Local Planning Agency.

7. Other Business

7.1 Stormwater and Open Space Discussion

Mr. Carrino stated that previously approved state legislation is requiring St. John's to be stricter when it comes to stormwater quality. He indicated that the City's code states that the City must defer to St. John's regulations. They are being required to improve how stormwater gets done with low impact development and stormwater quality. He stated his interpretation of Senate Bill 180 is that St. John's is not included in the mandate to not be more restrictive or burdensome. He summarized his interpretation that St. John's is required by state law to become more restrictive on stormwater and the City's code says they follow St. John's.

Vice Mayor Ashcraft explained that his desire is to find a way to prevent some of the stormwater issues.

Mr. Carrino stated that if the facilities meet St. John's requirements then they can't do anything with them, and he did not think they can be more restrictive under Senate Bill 180.

Vice Mayor Ashcraft had slides presented of various stormwater retention areas and asked if there are other ways to handle it.

Mr. Carrino stated that changes are coming from St. John's, and they don't know what those will be.

Daniel Milan, City Engineer for Public Works, explained the intended purpose to treat runoff water in the pond before it goes to a recharge area. He said though they are not aesthetically pleasing they have a function.

8. Future Agenda Items and Comments

8.1 City Commission

Commissioner Holland congratulated Abel Berry from Advent Health Waterman on being promoted to CFO of Florida Hospital Orlando. He noted a going away reception would be held on July 22nd.

Commissioner Lee commented she received a compliment about the City's Planning Department with Mayor Hawkins noting he also heard that compliment.

Vice Mayor Ashcraft noted his work on developing a Japanese Arts and Culture Festival and announced he has been invited to attend a meeting on Aug 15th at 11 a.m. in Miami. He asked to be reimbursed for his travel expenses.

CONSENSUS: It was a consensus of the Commission for the City to cover Vice Mayor Ashcraft's travel expenses for the meeting.

Vice Mayor Ashcraft announced that Pat Davis is in hospice care. He commented on her vast volunteer work in the area over the years. He stated a ceremony would be held on Friday on the boardwalk to recognize her years of service. He invited the Commission and others to attend. He then complimented Parks & Recreation on their involvement in an interlocal event. He announced they had won the event.

Sam Brinson, Parks & Recreation Director, explained the event noting they took approximately 35 children and indicated they would be posting information out on Facebook.

Mayor Hawkins noted that the Parks & Recreation kids had done a cleanup at Ferran Park as well.

Vice Mayor Ashcraft announced that Bill Gay had passed away. He commented on Mr. Gay's dedication to the Eustis community. He then announced his vacation dates and noted he would not answer his phone but would have access to email.

Commissioner Asbate expressed his condolences to Bill Gay's family and commented on all his contributions.

8.2 City Manager

Mr. Carrino announced that the City had received a request for information from Florida DOGE related to revenues and expenses. He thanked the Finance Department for their hard work on that request. He announced that a workshop was scheduled for 9:00 a.m. the next day. He apologized that the title work on the community building has still not been received. He recommended moving forward with the workshop.

Discussion was held regarding the purpose of the workshop with Mayor Hawkins stating intent was to solidify what the Commission wants on the three blocks. It was noted they would also discuss the community building site.

It was a consensus to proceed with the workshop the following day.

Mr. Carrino stated they still need to review the other funds and the CIP. He asked if they want to hold additional budget workshops or review the provided material and provide staff feedback. He noted that the CIP does need to be completed fairly quickly. He stated his preference to schedule at least one more workshop.

Following discussion, Mr. Carrino stated he would do a Doodle poll to get a workshop scheduled.

Mr. Carrino commented on recent media coverage. He explained they have done some stories based on old videos and meeting minutes without getting the most up-to-date information. He stated that he and Marissa Cella have been working with the media outlets to insure they have the most current and accurate information.

8.3 City Attorney

Attorney Garcia provided to the Commissioners a summary of the changes made by the legislature that affect the City.

8.4 Mayor

Mayor Hawkins complimented staff and the Chamber on the 4th of July celebration and cited the large turnout. He commented on the issue of drainage on Orange Avenue and what is causing it. He complimented the Police and Fire Departments on their responses to recent tragic events. He commented on the recent Music Festival and the good responses he has heard. He expressed sympathy on the passing of Bill Gay. He announced Alvin Jackson would have a book signing on July 27th at Carver Park and noted his previous position with the City.

9. Adjournment: 9:45 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

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: August 21, 2025

RE: Eustis Police Department Badge Pinning Ceremony

Introduction:

Police Chief Craig Capri will perform the badge pinning for our new officers.

Background:

New officers:

1. Kayla Maznaritz
2. Bryan Rego
3. Nicolas Smith
4. Kevin Eichenlaub
5. Chantal Murray

Prepared By:

Megan Hunsicker, Senior Staff Assistant

Reviewed By:

Tom Carrino, 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: August 21, 2025

RE: Eustis Police Department Promotion of Wayne Perry, Jr to Corporal

Introduction:

Police Chief Craig Capri will promote Corporal Perry.

Background:

Senior Officer Perry has worked at Eustis Police Department since September 12, 2016 and is being promoted to Corporal.

Prepared By:

Elena Pasek, Police Support Coordinator

Reviewed By:

Tom Carrino, 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: August 21, 2025

RE: Eustis Police Department Acknowledgement of Graduation

Introduction:

Sgt. Arnold successfully completed and graduated from the Florida Leadership Academy, class 60.

Background:

The graduates participated in four week-long training sessions at the Clermont Arts and Recreation Center. They learned skills necessary to support the needs of their agencies and their communities as they prepare for future challenges.

The goal of the Florida Leadership Academy is to prepare first-line supervisors in criminal justice organizations to exemplify the character and integrity expected of criminal justice professionals and to examine the various components necessary to being an efficient leader.

Prepared By:

Megan Hunsicker, Senior Staff Assistant

Reviewed By:

Tom Carrino, 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: August 21, 2025

RE: Appointment to the Code Enforcement Board (CEB) - Alternate

Introduction:

This item is for consideration of the reappointment of Christine Cruz to the Code Enforcement Board. Ms. Cruz was appointed to the position to fill a vacancy on May 15, 2025, to expire August 4, 2025. The reappointment term is August 8, 2025 to August 8, 2028.

Background:

The City follows State Statute Chapter 162 Local government code enforcement boards which provides for a seven-member Code Enforcement Board with two alternates each appointed to serve three-year terms.

Per Florida Statute 162.02, the purpose of the board is to "promote, protect, and improve the health, safety, and welfare of the citizens of the counties and municipalities of this state by authorizing the creation of administrative boards with authority to impose administrative fines and other noncriminal penalties to provide an equitable, expeditious, effective, and inexpensive method of enforcing any codes and ordinances in force in counties and municipalities, where a pending or repeated violation continues to exist."

Per Florida Statute 162.05(2), Members of the enforcement boards shall be residents of the municipality, in the case of municipal enforcement boards, or residents of the county, in the case of county enforcement boards. Appointments shall be made in accordance with applicable law and ordinances on the basis of experience or interest in the subject matter jurisdiction of the respective code enforcement board, in the sole discretion of the local governing body. The membership of each enforcement board shall, whenever possible, include an architect, a businessperson, an engineer, a general contractor, a subcontractor, and a realtor.

The alternate position was posted on the City's website. The City Clerk office reached out to the current CEB Alternate on June 26, 2025 to inquire if the member was interested in reappointment. Ms. Cruz submitted a request for reappointment on August 4, 2025. The Human Resources Department previously completed a background check for the applicant, and the applicant was cleared to move forward in the process.

Attached are copies of the current CEB roster and reappointment request form. For additional information, view [Florida Statute 162](#) and [Article III Code Enforcement from the Eustis, FL Code of Ordinances](#) (attached).

Recommended Action:

Staff recommends consideration of the above applicant for reappointment for the alternate position for term 8/4/2025 to 8/4/2028.

Policy Implications:

Alternates typically serve in the absence of full board members.

Alternatives:

The Commission alternatives are as follows:

1. Reappoint Christine Cruz to the alternate board seat as requested,
2. Decline the appointment, and direct staff to advertise the vacant alternate board seat.

Budget/Staff Impact:

Not Applicable

Business Impact Estimate:

Not Applicable

Prepared By:

Christine Halloran, City Clerk

Reviewed By:

Tom Carrino, City Manager



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

Board Reappointment/Resignation Form

Please check the appropriate box below for the Board which you are seeking reappointment. Then, fill in the remaining information and sign/date below.

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

☐ I no longer wish to serve on the above Board. Effective:

☒ I request to seek reappointment to the above Board.

Name: [REDACTED]

Address: [REDACTED] Eustis, FL 32726

Contact Number: [REDACTED]

Email Address: [REDACTED]

Date: 8/4/25

Signature: *Christine Cruz*

Please return completed form to cityclerk@eustis.org. You will be notified when your appointment will be added to an upcoming City Commission Meeting Agenda for consideration.

ARTICLE III. CODE ENFORCEMENT¹

Sec. 2-56. General.

- (1) This article is adopted in accordance with the provisions of Florida Statutes ("F.S.") ch. 162, part I and the city hereby adopts F.S. ch. 162, part 1 by reference.
- (2) All statutory references include the current statutory provisions and, if amended by the Florida Legislature, any future statutory amendments.
- (3) The city hereby adopts an alternate code enforcement system as authorized by F.S. § 162.03(2).
- (4) The following words, terms, and phrases shall have the meanings ascribed to them in F.S. § 162.04:
 - a. Local governing body.
 - b. Code inspector.
 - c. Local governing body attorney.
 - d. Enforcement board.
 - e. Repeat violation.
- (5) Nothing contained in this article shall prohibit the city from enforcing the city Code by other means. It is intended that this article be an additional or supplemental means of obtaining compliance with this Code.
- (6) Lake County is authorized to provide animal control services and enforce the animal control provisions of the Lake County Code in the city. Chapter 4 of the Lake County Code, and each and every subsequent amendment, addition, and revision thereto, is approved and adopted by the city for the county to use and enforce within the city.

(Ord. No. 12-10, § 1(exh. A), 6-21-2012)

Sec. 2-57. Code enforcement board.

- (1) *Organization.*
 - a. The city hereby establishes a local government code enforcement board pursuant to and consistent with F.S. ch. 162.
 - b. The city commission also hereby authorizes the use of a special magistrate with the same powers and duties of the code enforcement board if there are not enough board members present to have a quorum. references in this article to the code enforcement board shall include the special magistrate if the context permits.

¹Editor's note(s)—Ord. No. 12-10, § 1, adopted June 21, 2012, repealed the former Art. III, Div. 1 §§ 2-56—2-58, Div. 2 §§ 2-86—2-97, Div. 3 §§ 2-126—2-134, and enacted a new Art. III as set out herein. The former Art. III pertained to code enforcement and derived from the Code of 1959, §§ 2-4—2-15; Ord. No. 03-60, § 1, 8-7-2003; and Ord. No. 09-31, § 2, adopted 7-16-2009.

- c. The city shall appoint an attorney to represent the code enforcement board.
 - d. The code enforcement board attorney shall act as the special magistrate in the event that there are not enough code enforcement board members present at a meeting to meet statutory quorum requirements.
 - e. No member of the code enforcement board shall have any interest, be it financial or otherwise, direct or indirect, or engage in any business transaction or professional activity, or incur any obligation which is in conflict with the proper discharge of his duties in the public interest in accordance with F.S. ch. 112.
 - f. No member shall appear before the city commission, or any commission, committee or board of the city, as agent, attorney or representative of any person, except when representing property he owns.
- (2) *Powers and jurisdiction.*
- a. The code enforcement board shall hear and decide violations of this Code and ordinances where a pending or recurring violation continues to exist.
 - b. The code enforcement board shall have all powers as provided in F.S. § 162.08.
- (3) *Meetings.*
- a. All meetings, regular or special, and all hearings, shall be open to the public in accordance with the provisions of F.S. § 286.011.
 - b. The code enforcement board shall hold an annual organizational meeting for the purpose of electing officers, adopting rules and procedures, and establishing regular meeting dates and times.

(Ord. No. 12-10, § 1(exh. A), 6-21-2012)

Sec. 2-58. Enforcement procedures.

- (1) The code inspector shall initiate enforcement proceedings of the various codes in accordance with F.S. ch. 162.06.
- (2) Hearings shall be conducted in accordance with F.S. ch. 162.07.
- (3) The Code Enforcement Board may order the payment of fines and file liens against real or personal property in accordance with F.S. ch. 162.09.
- (4) An aggrieved party, including the local government, may appeal a final administrative order of the code enforcement board in accordance with F.S. § 162.11.
- (5) All notices shall be provided in accordance with F.S. ch. 162.12.

(Ord. No. 12-10, § 1(exh. A), 6-21-2012)

Secs. 2-59—2-160. Reserved.

CITY OF EUSTIS CODE ENFORCEMENT BOARD (CEB) 7-Member Board, 2 Alternates 3 Year Term	
Stephanie L. Carder (MEMBER) carders@eustis.org Reappointed: 02/16/2023 Term Expires: 02/28/2026	Bradley P. Shelley (MEMBER) shelleyb@eustis.org Reappointed 05/15/2025 Term Expires: 03/31/2028
Alan Paczkowski (MEMBER) paczkowskia@eustis.org Reappointed: 06/15/2023 Term Expires: 07/02/2026	Nicie Allen Parks (MEMBER) parksn@eustis.org Appointed: 05/15/2025 Term: 01/01/2025 to 01/01/2028
Karen Sartele (MEMBER) sartelek@eustis.org Reappointed: 05/15/2025 Term Expires: 10/31/2027	Patricia Jensen (MEMBER) jensenp@eustis.org Appointed: 8/7/2025 Term: 07/31/2025 to 07/31/2028
Ryan Benaglio (MEMBER) benaglior@eustis.org Reappointed: 05/15/2025 Term Expires: 05/31/2027	
Vacancy (ALTERNATE) Term: 11/3/2025 to 11/3/2028 <u>Former:</u> Patricia Jensen Term Expires: 11/3/2025 Appointed to Member 08/07/2025	Christine Cruz (ALTERNATE) cruz@eustis.org Appointed: 5/15/2025 Term Expires: 8/4/2025
Board Attorney: Matthew Frey Campione & Hackney, P.A. 2750 Dora Ave, Tavares, FL 32778 352-343-4561 mfrey@campionehackney.com	City Staff Attorney: Kevin Rossi Bowen & Schroth, PA 600 Jennings Avenue Eustis, FL 32726 589-1414 off 589-1726 fax m-f 9-5 zbroome@bowenschroth.com

2024 Florida Statutes (including 2025 Special Session C)

http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0100-0199/0162/Sections/0162.05.html



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: August 21, 2025

RE: Ordinance Number 25-19: Conditional Sign Permit for Orlando Health Master Sign Plan

Introduction:

Ordinance Number 25-19 approves a Conditional Sign Permit for allowance of additional signage at the Orlando Health Emergency Room facility, located at 15719 U.S. Highway 441.

Background:

Orlando Health proposes a Master Sign Plan for its 11,600 sq ft emergency room at 15719 U.S. Highway 441. This corner-lot site (Dillard St. & US-441) sits in a General Commercial future land use category within a Suburban Corridor design district.

Applicant's Request

- Permit additional wall-mounted and freestanding signs
- Create a cohesive campus wayfinding and branding plan
- Deviations from Chapter 115 limits on copy area and sign setbacks





The sign plan submitted is more than the Code allowance for wall mounted and freestanding signs, while a few of the freestanding signs that also deviate from setbacks height limitations in certain instances. (A larger, more extensive Master Sign Plan is included with this report as an appendix.)

Signs are generally depicted with a corporate logo or similar branding that staff use as a baseline to measure the copy of area of a sign. Other signs may be considered wayfinding as they do not contain commercial speech, but the Code is silent on this issue.

Building Signage:

Suburban Corridor rules allow up to two wall signs per frontage, totaling 100 sq ft each. Two frontages mean a 200 sq ft maximum for the site.

The table provided by the applicant on the next page shows a visual representation of each sign and a breakdown of the total square footage per sign.

Label		Height	Width	Copy Area ¹
MS-1		2'-0" 2'-10 1/2"	22'-11" 4'-4 3/4"	45.83 ft ² <u>+12.64 ft²</u> 58.47 ft ²
MS-2 ² MS-3 ^{2,3}		2'-0"	21'-6 1/4"	43.04 ft ²
MS-4 ^{2,3} MS-5 ²		2'-0" 2'-0"	20'-8 1/2" 20'-8 1/2"	41.42 ft ² 41.42 ft ²
MS-6		2'-4" 2'-4"	14'-8 3/4" 11'-10 1/4"	34.37 ft ² <u>+27.66 ft²</u> 62.03 ft ²

The following table shows a comparison of what is proposed and allowed, as well as any excess signage.

Frontage	Allowed	Signs/Sign Areas	Total Proposed	Over/(Under)	Notes
Dillard Road	100 sq. ft.	MS-1: 58.57 sq ft MS-2: 43.04 sq	101.61 sq ft	+1.61 sq ft	Counting MS-2 as "wayfinding" brings total down to 58.57 sq ft
U.S. Hwy 441	100 sq. ft.	MS-5: 41.42 sq ft MS-6: 62.03 sq ft	103.45 sq ft	+3.45 sq ft	Counting MS-5 as "wayfinding" brings total down to 62.03 sq ft
Western elev. (non-frontage)	0 sq. ft.	MS-3: 43.04 sq ft MS-4: 41.42 sq ft	84.46 sq ft	+84.46 sq ft	Requires conditional approval for non-frontage signage








Free Standing Signage:

Code permits one ground sign per parcel, plus an extra sign for lots ≥ 500 ft of frontage or corner entries (min. 200 ft apart). Max copy area is 50 sq ft per sign, with 10 ft setbacks in the Suburban Corridor Design District.

- Dillard Road frontage (466 ft): 1 sign allowed
- U.S. 441 frontage (781 ft): 2 signs allowed

Orlando Health proposes twelve campus signs (total 180.43 sq ft of copy), exceeding the 50 sq ft limit by 130 sq ft. Excluding three non-branded wayfinding signs reduces the excess to 125.03 sq ft.

The table provided by the applicant on the following page shows a visual representation of each sign and a breakdown of the proposed square footage for freestanding signs.

Sign Identifier	Label	Sign Graphic	Height	Width	Copy Area Per Face ¹	No. of Faces with Copy	Total Copy Per Sign
Sign Type AA1	FS-6		8'-4"	23'-6"	17.79 ft ²	1	17.79 ft ²
Sign Type AA2	FS-5		8'-0"	6'-0"	19.82 ft ²	1	39.64 ft ²
Sign Type AA3	FS-1 ²		4'-2"	13'-2"	16 ft ²	1	16 ft ²
Sign Type AA5	FS-2		20'-0"	3'-6"	14.76 ft ²	3	44.28 ft ²
Sign Type BB1	FS-9		7'-0"	4'-8"	18.22 ft ²	2	36.44 ft ²
Sign Type BB2	FS-3 FS-4 FS-7 FS-10 FS-11		5'-3"	3'-4"	10.36 ft ²	2	20.72 ft ²
Service Sign	FS-8 FS-12		8'-0"	2'-0"	2.78 ft ²	2	5.56 ft ²

Freestanding Sign Setback and Height Deviations

In addition to the signage copy area above, the applicant requests the following deviations:

- FS-2 stands 20' in height (15' max) but sits 67' from the property line.
- FS-11 (northern sign along Dillard Road) is approximately 4' from the property line to be more visible to southbound oncoming traffic.

Findings. In approving conditional signs, the city commission shall make the following findings:

- (1) There are special circumstances and conditions peculiar to the site, the business, or the sign that are not applicable to other sites or businesses.

The property is a unified medical campus that represents a peculiar and special circumstance to the site. Chapter 115 does not address additional signage for wayfinding and, therefore, the attempt to provide additional wayfinding presents a conflict. The conditional use permit would provide a public benefit by ensuring safe and effective movement to the Orlando Health Eustis campus.

- (2) The approval does not grant any special privilege denied to other sites or businesses.

Other campus-type developments such as hospitals/free-standing emergency rooms can submit for a Conditional Sign Permit as well. The intent of this request to meet the transportation wayfinding needs peculiar to this site and use and does not grant or deny any special privilege to other sites or businesses.

- (3) The sign is compatible with its environment and does not create any unsafe conditions or detriments to the public welfare.

The requested signage is compatible with its environment and approving the conditional sign permit will not cause unsafe conditions or detriments to the public welfare. In fact, public welfare may be enhanced by increased visibility and wayfinding at a medical facility.

Recommended Action:

Staff recommends approval of the conditional sign permit request given the unique nature and needs of the site and the proposed/developed use.

Policy Implications:

None

Budget/Staff Impact:

There would be no direct cost to the City associated with the action. There would be no additional staff time beyond the normal plan review process and inspection.

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:

Kyle Wilkes, Senior Planner

Reviewed By:

Jeff Richardson, AICP, Deputy Director of Development Services
Mike Lane, AICP, Development Services Director

ORDINANCE NUMBER 25-19

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL SIGN PERMIT FOR ADDITIONAL SIGNAGE ON THE CAMPUS OF THE ORLANDO HEALTH EMERGENCY ROOM FACILITY LOCATED AT 15719 U.S. HIGHWAY 441.

WHEREAS, GAI Consultants, Inc., representative and applicant for Orlando Health, Inc., has applied for a Conditional Sign Permit for additional signage on the campus of their emergency facility located at 15719 U.S. Highway 441; and

WHEREAS, the subject property has a Land Use Designation of General Commercial (GC) and a Design District Designation of Suburban Corridor; and

WHEREAS, the subject property has a Master Sign Plan as shown in Exhibit A in excess of the requirements found in Sec. 115-11 and Sec. 11-11.2 of the Land Development Regulations; and

WHEREAS, the request for a Conditional Sign Permit was properly Noticed for a Quasi-Judicial Public Hearing before the City Commission; and

WHEREAS, on August 7, 2025, the City Commission held the 1st Public Hearing to consider the Conditional Sign Permit; and

WHEREAS, on August 21, 2025, the City Commission held the 2nd Public Hearing to consider the Conditional Sign Permit; and

WHEREAS, the proposed conditional sign permit is consistent with the City's Land Development Regulations, Comprehensive Plan, and Code of Ordinances; and

WHEREAS, the applicant has presented evidence to establish the following:

1. That the proposed use is desirable at the particular location;
2. That the proposed conditional sign permit will not have an undue adverse effect on nearby property;
3. That such use will not be detrimental to the health, safety, or general welfare of the citizens residing in the area;
4. That the proposed conditional signage is compatible with the existing or planned character of the neighborhood in which it would be located;

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

Section 1. That a Conditional Sign Permit is granted for additional signage on the campus of the Orlando Health Emergency facility located at 15719 U.S. Highway 441, more particularly described as:

S 1/2 OF SW 1/4 OF NE 1/4 N OF HWY 19--LESS W 500 FT & LESS DILLARD RD
R/W-- ORB 6326 PG 2166

ALTERNATE KEY NUMBER: 1036879

PARCEL NUMBER: 22-19-26-001-000-01100

Section 2. That the conditions of approval require that the location meets all applicable

Ordinance Number 25-19

Conditional Sign Permit for Additional Signage – Orlando Health Emergency Room – Eustis 15719 US Highway 441

Page 1 of 4

provisions of the Land Development Regulations and the City Code of Ordinances.

Section 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. 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. That this Ordinance shall become effective immediately upon passing.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 21st day of August 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 21st day of August 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, 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 25-19 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

Exhibit A

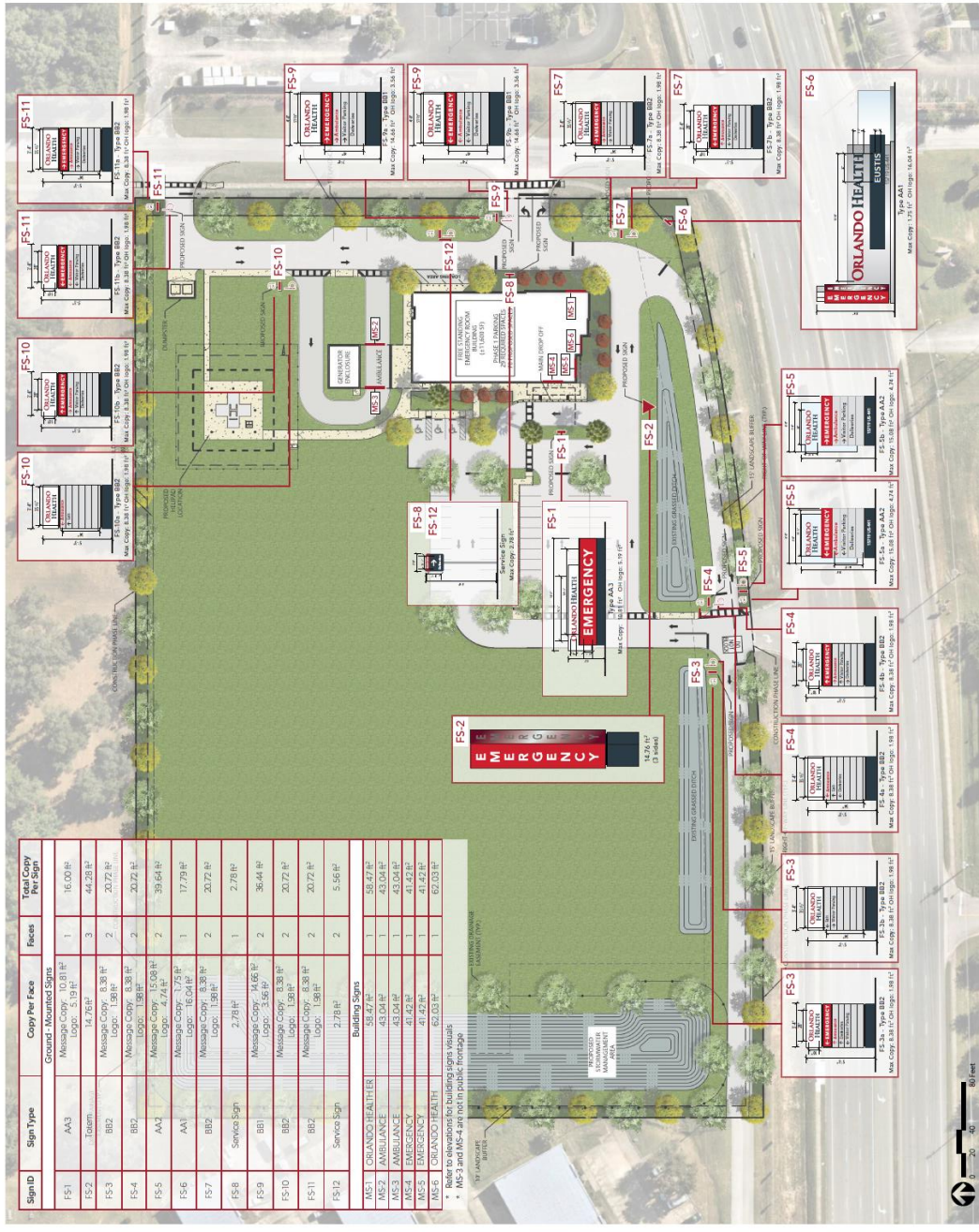


Eustis FSED
15719 US-441
Eustis, FL 32725

DRAWN BY NN/AK
CHECKED BY AM
DATE OF ISSUE 05/27/2025
SCALE AS SHOWN
REVISION 1-07/31/2025

CONCEPT PLAN BY OTHERS

Sign Location Plan
001



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	25-19
Ordinance Subject	Orlando Health Conditional Sign Permit
Legal Advertising Date	July 28, 2025
First Reading On	8/7/2025
Second Reading On	8/21/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL SIGN PERMIT FOR ADDITIONAL SIGNAGE ON THE CAMPUS OF THE ORLANDO HEALTH EMERGENCY ROOM FACILITY LOCATED AT 15719 U.S. HIGHWAY 441.

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 enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



To	Jeff Richardson; Kyle Wilkes
CC	Sharon Subryan
Subject	Orlando Health Conditional Use Permit - Signs
Project	Orlando Health Emergency Room - Eustis
From:	Andrew McCown
Date	May 27, 2025

Per the requirements of the Eustis Land Development Regulations (Sec 115-11.5) we are submitting this Conditional Use Permit to allow for approval of a number of site and building signs on the Orlando Health Emergency Room – Eustis property (the property), which together will constitute a campus-wide Sign Plan. As the project will be a free-standing emergency room, site traffic will include both ambulance and public traffic, and the sign plan as a whole will promote the health, safety, and welfare of the public entering and navigating the campus; therefore, special consideration is being requested for additional signage to facilitate more effective and accessible circulation throughout the site. The description below and the attached exhibits are provided for your review. Should you have any additional questions, please do not hesitate to contact me at (321) 319-3069.

Allowed Signage

The City of Eustis' signage standards, found in Sec, 115-11. – the Land Development Regulations (LDRs), allows for one single- or double-faced free-standing sign per parcel. Developments with 500 feet or more of frontage on a major arterial road with more than one ingress/egress are permitted one additional sign. For buildings located on corner lots (with two street-facing sides) one sign may be located on each side served by an entryway provided there is a minimum separation of 200 linear feet. As the subject property is located at the corner of Dillard Road and S US Hwy 441, the property has two street-facing sides. Along Dillard Road, the frontage is approximately 466', allowing for one sign. Along S US Hwy 441, the frontage is approximately 781', allowing for 2 signs.

As the property lies within the Suburban Development Design Corridor, the LDR requires a 10' street setback, 10' common lot setback, and a 10' rear setback. The height requirements specify that "signs shall be a maximum of 15', measured from adjacent finished grade to the top of the sign supporting structure area." The maximum size of the background structure of a sign shall not exceed 110 percent of the total square footage of copy area.

Per Sec. 115-11.2, maximum copy area of the free-standing signs for the project is determined by the building size. According to Table 4.0, the building size (gross floor area) dictates the maximum copy area allowed. With the building encompassing +/-11,600 ft², signs may have 50 square feet/tenant.

The City's nonresidential building sign standards state that, "in corridor districts, up to two building signs are permitted per building elevation. As the property lies within the Suburban Design Development Corridor, the allowable number of building signs is 2 per building elevation. Additionally, in Corridor Design Districts, the maximum combined copy area for building signs is "one hundred square feet per building frontage, maximum letter size 36 inches, maximum logo size 48 inches. Maximum copy area may be distributed per sign and along building elevations as desired by the business consistent with the maximum number of signs permitted above; however, copy area per building elevation shall not exceed 100 square feet."

Proposed Signage

Dillard Road

Along the frontage of Dillard Road, two free-standing directional signs (FS-9 and FS-11) have been proposed to help direct traffic into the site, as there are two separate entrances along this roadway. They will stand approximately 284' apart. A third sign (FS-6) has been proposed at a 45° angle at the corner of Dillard Road and S US Hwy 441 to identify the campus at the intersection. This sign is located 140' from sign FS-9 and 426' from FS-11. However these signs serve fundamentally different purposes. Four additional signs (FS-7, FS-8, FS-10 and FS-12) are located along the eastern side of the property but will address the internal roadway network, and are not for the use of vehicular traffic along Dillard Road. FS-7 and FS-10 are internally focused monument signs for general wayfinding. FS-8 and FS-12 are small pole signs specifically for service vehicles and deliveries.

Signs along Dillard Road are approximately 35' from the edge of pavement as the property line itself is set relatively far from the road. The northern sign (FS-11), proposed along Dillard Road is approximately 4' from the property line to be more visible to oncoming traffic traveling southbound. The southernmost entry sign on Dillard Road (FS-9) is approximately 12' from the property line. The signage proposed at the corner of Dillard Road and S US Hwy 441 (FS-6) is 17' from the nearest property line.

Building signage along the Dillard Road frontage includes two signs: one identifying the name of the building and its intended use (MS-1) and the other identifying the ambulance bay for emergency drop offs (MS-2). MS-1 has a copy area of 58.47 ft². MS-2 has a copy area of 43.04 ft². Both of these signs are wall signs and adhere to the two permitted signs per building elevation in a corridor district. Together, the signs are slightly larger than the 100 square feet per building frontage maximum size by 1.51 ft². Preliminary discussions with staff indicated that the AMBULANCE sign (MS-2) might not count against the building sign allocation since it is direction and not branded.

US Hwy 441

There is one free-standing sign (FS-5) proposed at the entrance to the property immediately adjacent to US Hwy 441. The sign is over 50' from the edge of pavement but approximately 1' from the property line. Additional free-standing signs (FS-2, FS-3 and FS-4) will be located along internal roadways within the site. These signs include two freestanding directional signs close to the entrance, but on the north side of the internal roadway (T H Poole Sr Drive). FS-3 and FS-4 are the same sign but serve traffic coming in different directions at the intersection at T H Poole Sr Drive. They stand 54' apart.

Free-standing sign heights adhere to the City's code in all instances except one. Sign FS-2 stands 20', and though it is visible from US Hwy 441, it is setback 67' from the ROW. It marks an important Emergency entrance that may be missed if built to standard height requirements.

Along the primary building elevation (S US Hwy 441), there are two wall mounted building signs. The first (MS-5) clearly identifies the building as an emergency facility and the second (MS-6) identifies the Orlando Health brand. MS-5 has a copy area of 41.42 ft². MS-6 has a copy area of 62.03 ft². Both of these signs are wall signs and adhere to the two permitted signs per building elevation in a corridor district. Taken together, the signs are slightly larger than the 100 square feet per building frontage maximum size by 3.45 ft². Preliminary discussions with staff indicated that the EMERGENCY sign (MS-5) might not count against the building sign allocation since it is direction and not branded.

Two additional building mounted signs are located on the western side of the building. MS-3 identifies the other side of the ambulance bay while MS-4 identifies the building entrance that is accessed from the parking lot. MS-3 has a copy area of 43.04 ft². MS-4 has a copy area of 41.42 ft². Both signs also adhere to the 100 square feet per building frontage maximum size and the 36 inch maximum letter size requirements.

Other Signage

One ground-mounted sign (FS-1) and two building-mounted signs (MS-3 and MS-4) are not adjacent to a public frontage.

Proposed Signage Summary

The charts on the following page summarize the different signs proposed throughout the site including their critical information. They are grouped into Free Standing Signs labeled "FS" and Building-Mounted Signs labeled "MS". The signs have been labeled in the attachments to show location and elevation context.

Table 1. Free Standing (FS) Sign Data












Sign Identifier	Label	Sign Graphic	Height	Width	Copy Area Per Face ¹	No. of Faces with Copy	Total Copy Per Sign
Sign Type AA1	FS-6		8'-4"	23'-6"	17.79 ft ²	1	17.79 ft ²
Sign Type AA2	FS-5		8'-0"	6'-0"	19.82 ft ²	1	39.64 ft ²
Sign Type AA3	FS-1 ²		4'-2"	13'-2"	16 ft ²	1	16 ft ²
Sign Type AA5	FS-2		20'-0"	3'-6"	14.76 ft ²	3	44.28 ft ²
Sign Type BB1	FS-9		7'-0"	4'-8"	18.22 ft ²	2	36.44 ft ²
Sign Type BB2	FS-3 FS-4 FS-7 FS-10 FS-11		5'-3"	3'-4"	10.36 ft ²	2	20.72 ft ²
Service Sign	FS-8 FS-12		8'-0"	2'-0"	2.78 ft ²	2	5.56 ft ²

Table 2. Building Mounted (MS) Sign Data

Label		Height	Width	Copy Area ¹
MS-1		2'-0" 2'-10 ½"	22'-11" 4'-4 ¾"	45.83 ft ² +12.64 ft ² 58.47 ft ²
MS-2 ² MS-3 ^{2,3}		2'-0"	21'-6 ¼"	43.04 ft ²
MS-4 ^{2,3} MS-5 ²		2'-0" 2'-0"	20'-8 ½" 20'-8 ½"	41.42 ft ² 41.42 ft ²
MS-6		2'-4" 2'-4"	14'-8 ¾" 11'-10 ¼"	34.37 ft ² +27.66 ft ² 62.03 ft ²

Conditional Use Justifications

Per Section 115-11.5 of the Land Development Regulations, the Commission will review this request based on three findings. Our response to each of the three findings are:

- (1) There are special circumstances and conditions peculiar to the site, the business, or the sign that are not applicable to other sites or businesses.

Justification: The use of the subject property as a unified medical campus is the special circumstance and condition peculiar to the site in that it requires a tailored and systematic approach to wayfinding. As constructed, the aforementioned portions of Chapter 115 do not have a mechanism conducive to creating an effective large-scale medical and hospital campus-wide wayfinding plan.

The existing City code places significant emphasis on general commercial signage, as opposed to true wayfinding, which is not mentioned within the City's standards. The attempt to accommodate all relevant sections of Chapter 115, while still creating a functional wayfinding plan for the campus, causes a conflict.

The requested variance is a reasonable use of the property and constitutes a significant public benefit as it provides a means to ensure safe and effective movement of patients and visitors to the Eustis campus.

- (2) The approval does not grant any special privilege denied to other sites or businesses.

Justification: The approval of this variance does not grant any special privilege denied to other sites or businesses. Any site with a more complex transportation system, such as another hospital/emergency room, or campus (medical or otherwise), has the same opportunity to submit

for a Conditional Use Permit for a Signage Plan. Approval of the permit is dependent upon being able to illustrate the need for additional signage. The wayfinding system proposed this site is intended to bolster public safety for anyone on or near the campus by creating legible and clear routes to the ER, individual medical facilities, patient drop off areas, etc. It enhances the ease of navigating the site while promoting the health, safety and welfare of the public as a whole by facilitating a more effective and accessible circulation pattern throughout the site. Other sites with similar needs would benefit by adhering to the same process and also applying for a Conditional Use Permit.

- (3) The sign is compatible with its environment and does not create any unsafe conditions or detriments to the public welfare.

Justification: Signage located within this site is compatible with its environment and granting the variance will not cause any unsafe conditions or detriments to the public welfare of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city. The Eustis campus wayfinding will be contained within the subject property, and not in the right-of-way. The signs are designed to be attractive and consistent and are not so numerous so as to cause visual clutter. The signs will not cause any adverse aesthetic or other issues for nearby property owners and citizens.

Sincerely,

Andrew McCown, AICP

Director of Planning, Community Solutions Group

Eustis FSED

15719 US-441
Eustis, FL 32725

DRAWN BY	NN/AK
CHECKED BY	AM
DATE OF ISSUE	05/27/2025
SCALE	AS SHOWN
REVISION	0

CONCEPT PLAN BY OTHERS

Sign Example Images
002

Sign Type AA1	
Sign Location	FS-6
Sign Type AA2	
Sign Location	FS-5
Sign Type AA3	
Sign Location	FS-1
Sign Type AA5	
Sign Location	FS-2

Sign Type BB1	
Sign Location	FS-9
Sign Type BB2	
Sign Location	FS-3 FS-4 FS-5 FS-7 FS-10 FS-11
Service Sign	
Sign Location	FS-8 FS-1

Eustis FSED

15719 US-441
Eustis, FL 32725

DRAWN BY	NN/AK
CHECKED BY	AM
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SCALE	AS SHOWN
REVISION	0

CONCEPT PLAN BY OTHERS

Sign Example Images

003

Sign Location

MS-1



Sign Location

MS-2

MS-3



Sign Location

MS-4

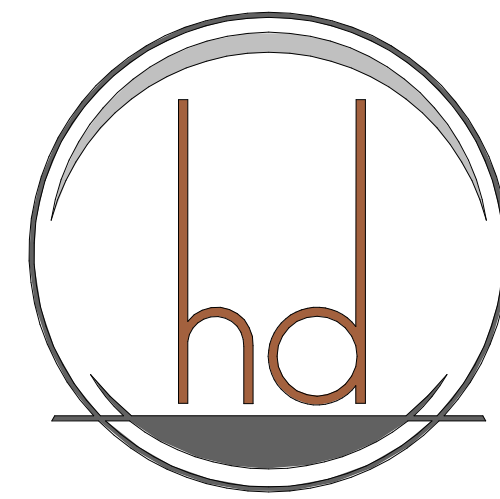
MS-5



Sign Location

MS-6



**HEREFORD · DOOLEY**
ARCHITECTS205 17th Ave N · SUITE 203
NASHVILLE · TENNESSEE · 37203
P · 615 · 244 · 7399
F · 615 · 244 · 6697
WWW.HDARCHITECTS.COMPROJECT #
224007.00

CLIENT PROJECT NUMBER: 2024171317

ORLANDO HEALTH
EMERGENCY ROOM - EUSTIS
US Highway 441 & Dillard Road, FL 32726ORLANDO HEALTH - HEALTH CENTRAL HOSPITAL
10000 W Colonial Drive Ocoee, FL 34761

PERMIT SET

William E. Hereford, III
AR# 96247

11/11/2024

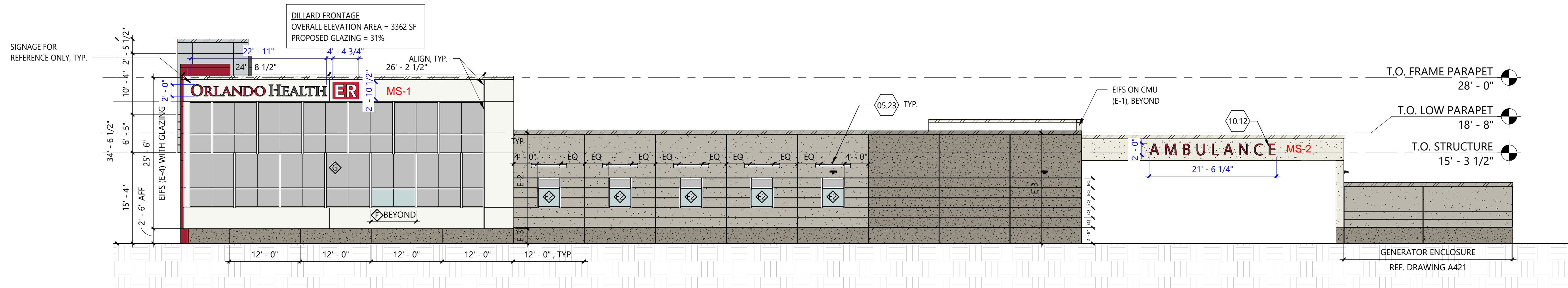
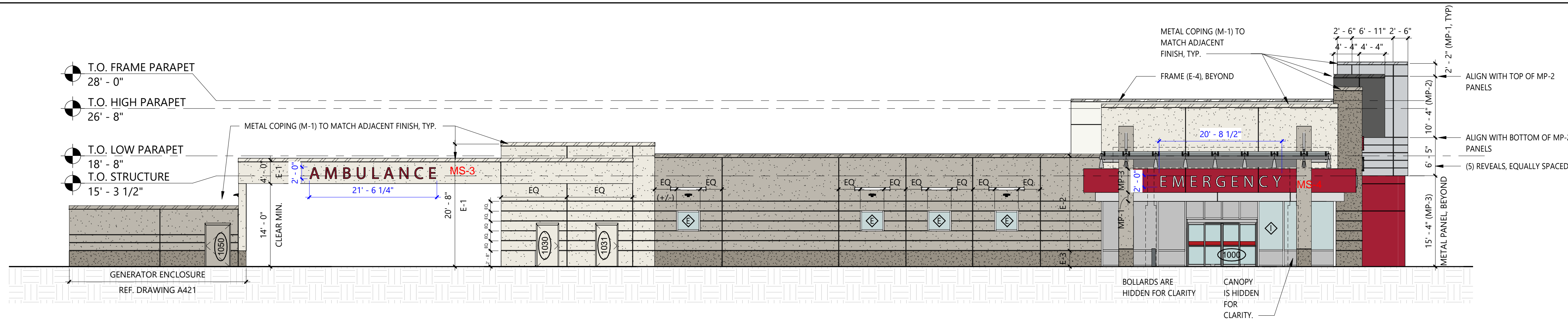
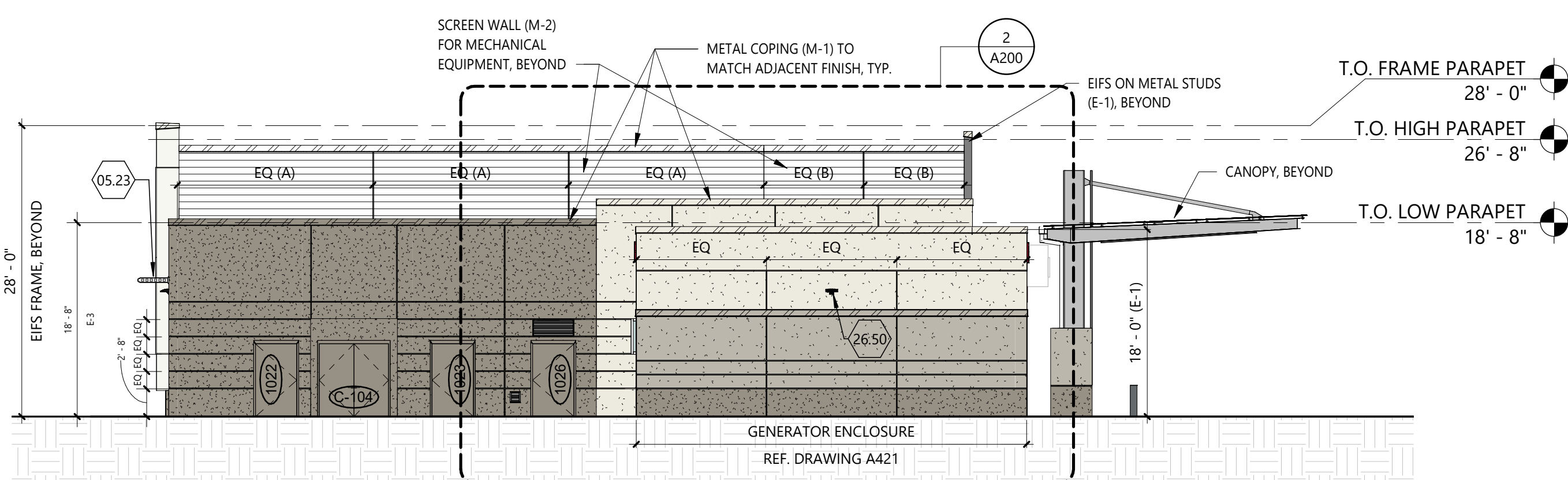
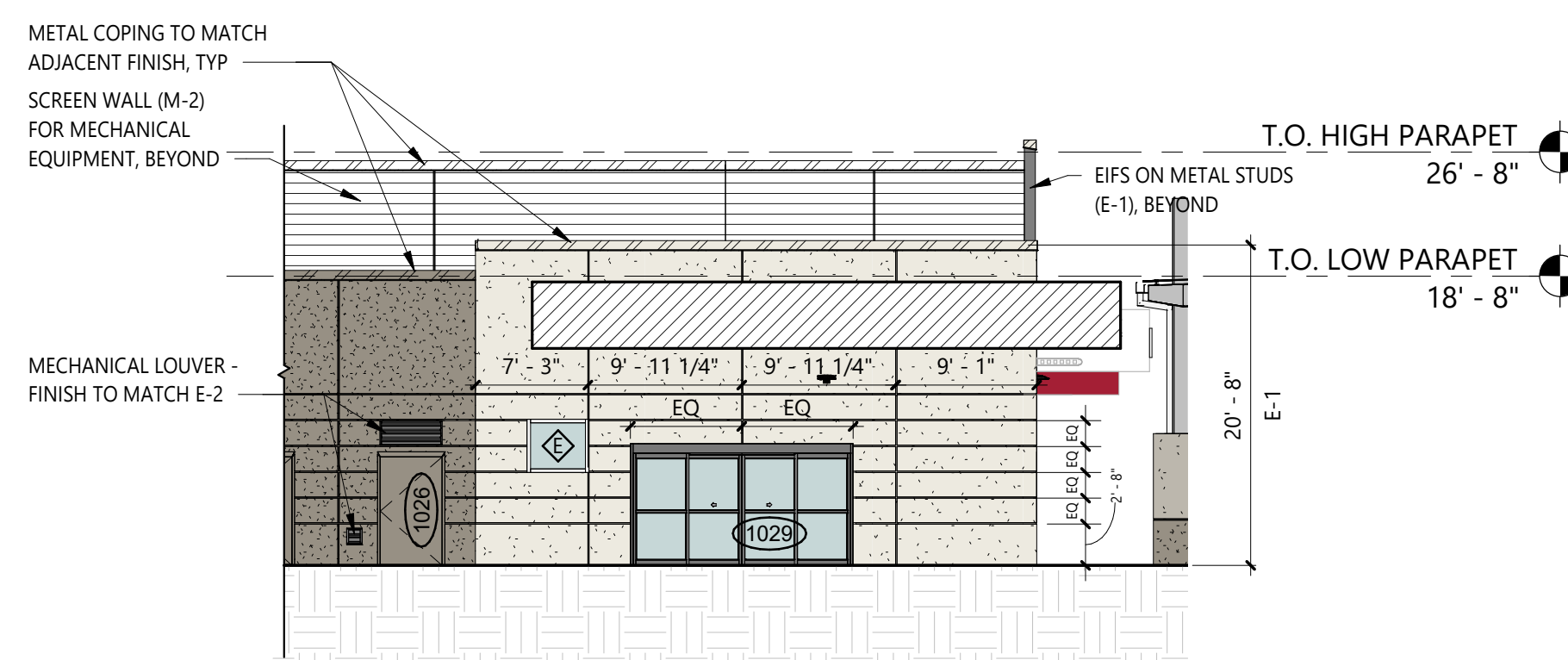
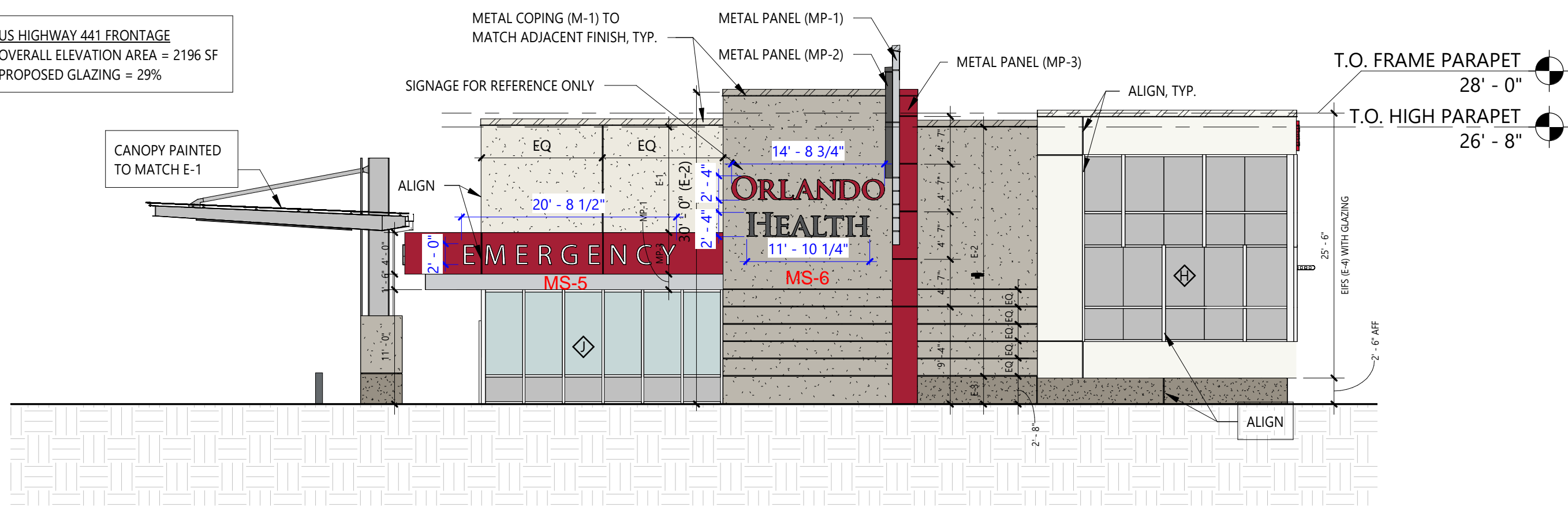
STATUS
DATES OF ISSUANCETITLE
EXTERIOR
ELEVATIONSSHEET
A200**EXTERIOR MATERIALS SCHEDULE**

PATTERN & MARKER	PRODUCT	COLOR / FINISH
E-1	EIFS OVER CMU OR METAL STUD	LYMESTONE TEXTURE, PAINTED SW7008 ALABASTER
E-2	EIFS OVER CMU	LYMESTONE TEXTURE, PAINTED SW7016 MINDFUL GRAY
E-3	EIFS OVER CMU	MOJAVE TEXTURE, PAINTED SW9171 FELTED WOOL
E-4	EIFS OVER METAL STUD	LYMESTONE TEXTURE, PAINTED SW7757 HIGH REFLECTIVE WHITE
MP-1	COMPOSITE METAL PANEL	70% KYNAR 500 / HYLAR 5000 SILVERSMITH (PREMIUM COLOR)
MP-2	COMPOSITE METAL PANEL	70% KYNAR 500 / HYLAR 5000 SUNSHINE GRAY (STANDARD COLOR)
MP-3	COMPOSITE METAL PANEL	70% KYNAR 500 / HYLAR 5000 BRITTE RED (STANDARD COLOR)
M-1	PREFINISHED METAL COPING	KYNAR 500 (STANDARD COLORS TO MATCH ADJACENT FINISH)
M-2	CORRUGATED ROOF SCREEN WALL PANELS, COPING, EDGE AND CORNER TRIM	KYNAR 500 PURE WHITE (STANDARD COLOR)
#	ALUMINUM WINDOW FRAMES CURTAIN WALL / MULLION EXTENSIONS	KYNAR 500 - ANODIZED ALUMINUM (STANDARD FINISH)
#	GLAZING VISION / SPANDREL	GUARDIAN SUNGAURD SNX 51/23 SPANDREL - WARM GRAY #4
###	EXTERIOR HM DOORS, FRAMES AND LOUVERS	COLOR TO MATCH ADJACENT FINISHES

* REFER TO SPECS FOR MANUFACTURERS

NOTES:

- REFERENCE CIVIL AND MEP DRAWINGS FOR UNDERGROUND UTILITIES AND BUILDING CONNECTIONS.
- REFERENCE CIVIL DRAWINGS FOR OVERALL PARKING SPACE CALCULATIONS.
- ALL SIGNAGE DEPICTED HERE IS FOR REFERENCE ONLY. SIGNAGE SHALL BE SUBMITTED AND APPROVED UNDER SEPARATE PERMIT PROCESS.

**6 SECONDARY ELEVATION - EAST**
SCALE: 3/32" = 1'-0"**5 SIDE ELEVATION - WEST**
SCALE: 3/32" = 1'-0"**3 REAR ELEVATION - NORTH**
SCALE: 3/32" = 1'-0"**2 REAR ELEVATION - NO AMBULANCE CANOPY**
SCALE: 3/32" = 1'-0"**1 PRIMARY ELEVATION - SOUTH**
SCALE: 3/32" = 1'-0"



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: August 21, 2025

RE: Explanation of Ordinance Numbers 25-20, 25-21, and 25-22 for Annexation of Parcel with Alternate Key Number 1040141

Ordinance Number 25-20 – Voluntary Annexation
 Ordinance Number 25-21 – Comprehensive Plan Amendment
 Ordinance Number 25-22 – Design District Assignment

FIRST READING

Ordinance Number 25-20: Voluntary Annexation of Parcel with Alternate Key Number 1040141

Introduction:

Ordinance Number 25-20 provides for the voluntary annexation of approximately 10 acres located on the east side of the intersection of County Road 44 and County Road 44A (Alternate Key Number 1040141). Provided the annexation of the subject property is approved, Ordinance Number 25-21 would change the Future Land Use designation from Urban Low in Lake County to General Commercial (GC) in the City of Eustis, and Ordinance Number 25-22 would assign the subject property a Design District designation of Suburban Corridor. If Ordinance Number 25-20 is denied, then there can be no consideration of Ordinance Numbers 25-21 and 25-22.

Background:

1. The site contains approximately 10 acres and is located within the Eustis Joint Planning Area. The site is currently vacant and agricultural/silvicultural (Planted Pines)
2. The subject property is contiguous to the current City of Eustis boundary on the south and west property lines.
3. The site has a Lake County Future Land Use Designation of Urban Low, but approval of Ordinance Number 25-21 would change the land use designation to General Commercial (GC) in the City of Eustis.
4. The West Side of the CR 44A/CR 44 intersection is already City of Eustis General Commercial (GC) and Mixed Commercial Residential (MCR).

Location	Existing Use	Future Land Use	Design District
Site	Vacant/Planted Pines	Urban Low (Lake County)	N/A
North	Single-Family Residential	Urban Low (Lake County)	N/A
South	Single-Family Residential	Suburban Residential (SR)	Rural Neighborhood
East	Single-Family Residential	Urban Low (Lake County)	Suburban Corridor

West

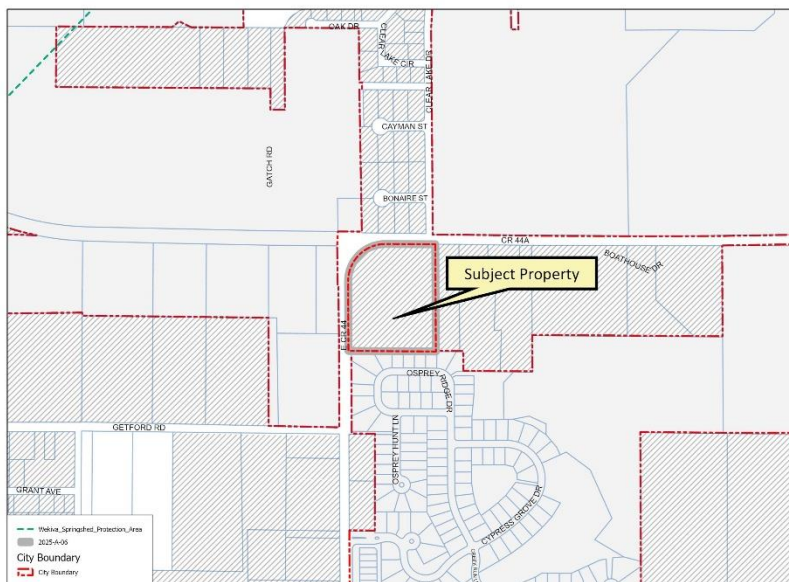
Vacant

General Commercial (GC) N/A
and Mixed Commercial
Residential (MCR)

Item 6.2



W.D. of America, Inc.
Aerial Location



W.D. of America, Inc.
Location



Applicant's Request

The applicant and property owner wish to annex the property, change the future land use to General Commercial (GC), and assign a design district of Suburban Corridor. The applicant's application did not detail the intended use of the property beyond future commercial development.

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 General Commercial (GC) land use designation within the City of Eustis provides for future commercial development. This future land use district request matches the designations to the west.

A. Analysis of Annexation Request (Ordinance Number 25-20)

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 GC 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 can provide services effectively and efficiently. The subject property lies within that planning area. It is contiguous to the City limits on the southern and western boundary, and the owner has 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 July 28, 2025, and again on August 4, 2025. Advertisement for the Ordinance Adoption was published no later than August 15, 2025.

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

certified mail, to the board of the county commissioners of the county wherein the mu is located...”

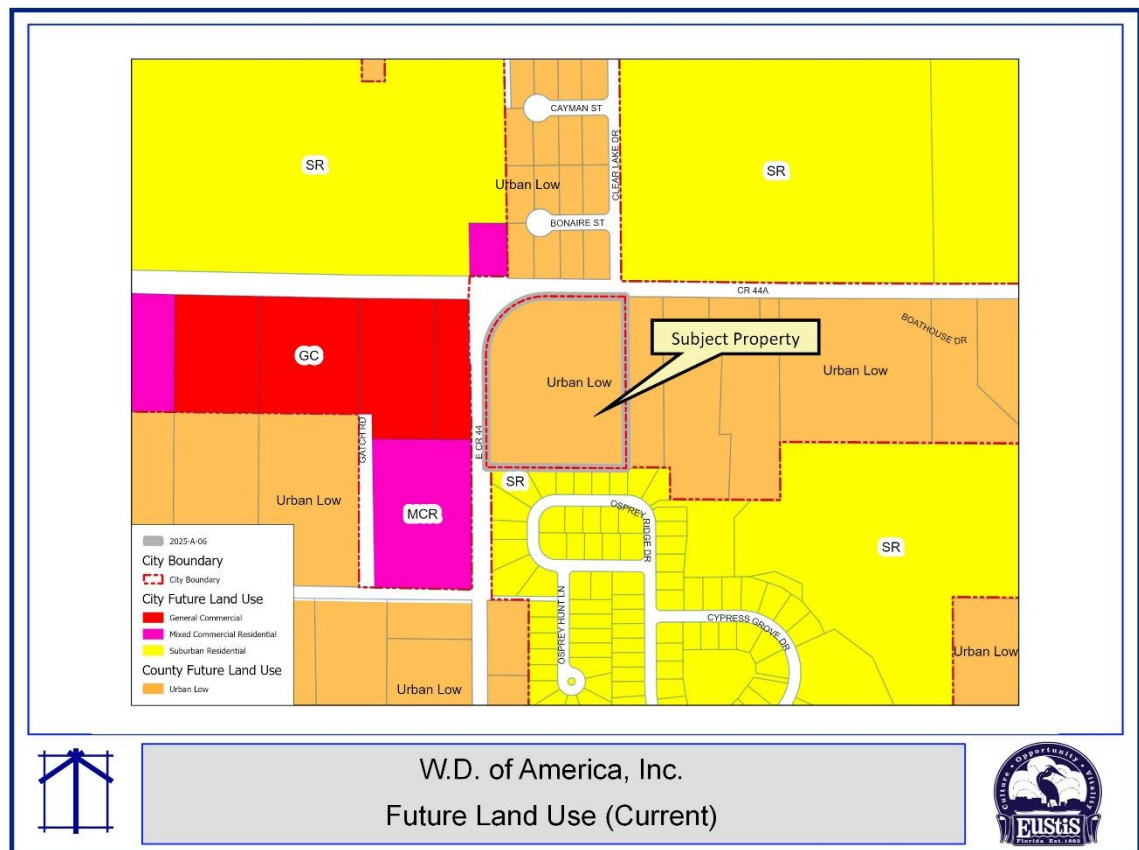
The department notified the Lake County Board of County Commissioners on July 17, 2025.

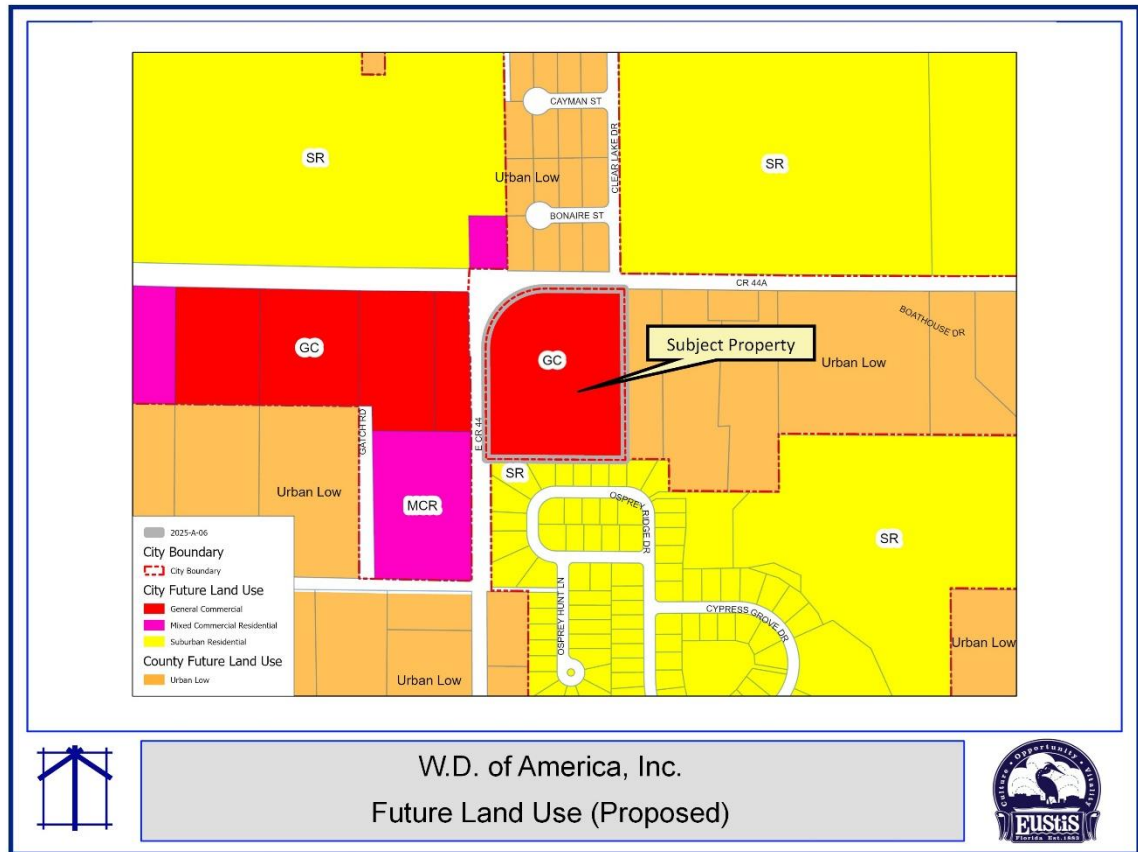
B. Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 25-21)

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 are included in the 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 General Commercial (GC) 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 25-22**):

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 25-20, 25-21, and 25-22.

Policy Implications:

None.

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:

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinances: Section 166.041(4)(c) : ...enacted to implement 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

Analysis of Comprehensive Plan/Future Land Use Request (**Ordinance Number 25-21**)

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 Commercial uses at a major intersection.

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 area is a significant intersection in an urbanizing/suburbanizing area.

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 and industrial land uses designated to the west and residential development to the south.

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 a tree farm (silviculture) and is currently planted with pine and mixed natural deciduous trees.

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 property does support active agricultural or silvicultural activities (tree farm/planted pine). However, the property is within an existing developed and further developing area, with similar land uses assigned.

6. Public Facilities:

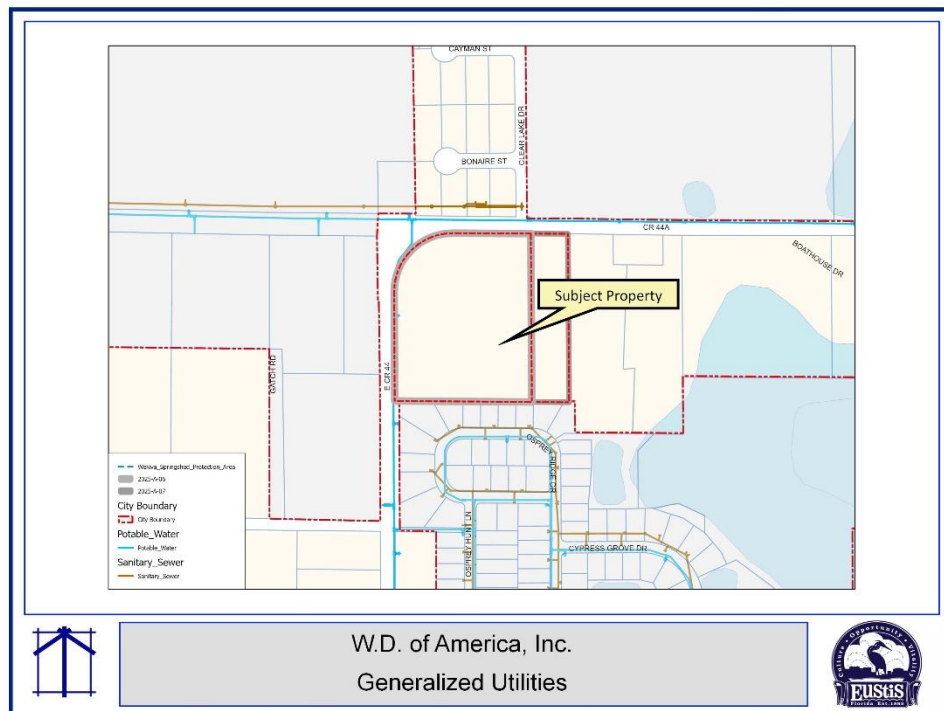
Fails to maximize use of existing public facilities and services.

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 is available to the property and will be addressed via the site development process.

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 GC 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 other 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.

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 development for the city.

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, industrial, and residential uses, within 1 mile 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.

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 significant 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 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 and sewer service are available.

- 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. County Roads 44 and 44A are not City infrastructure and do not currently have a sidewalk system. Interconnectivity 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, which 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. The site is within an existing developed/developing 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 would allow for additional commercial opportunities to serve existing residential development and capture market for through-commuters.

- 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 GC 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 comprehensive plan policy and Land Development Regulation, residential development will be required to provide on-site park amenities.
- 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 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 Commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed GC land use. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. Prior to the development of the property, site plan approval amongst other approvals

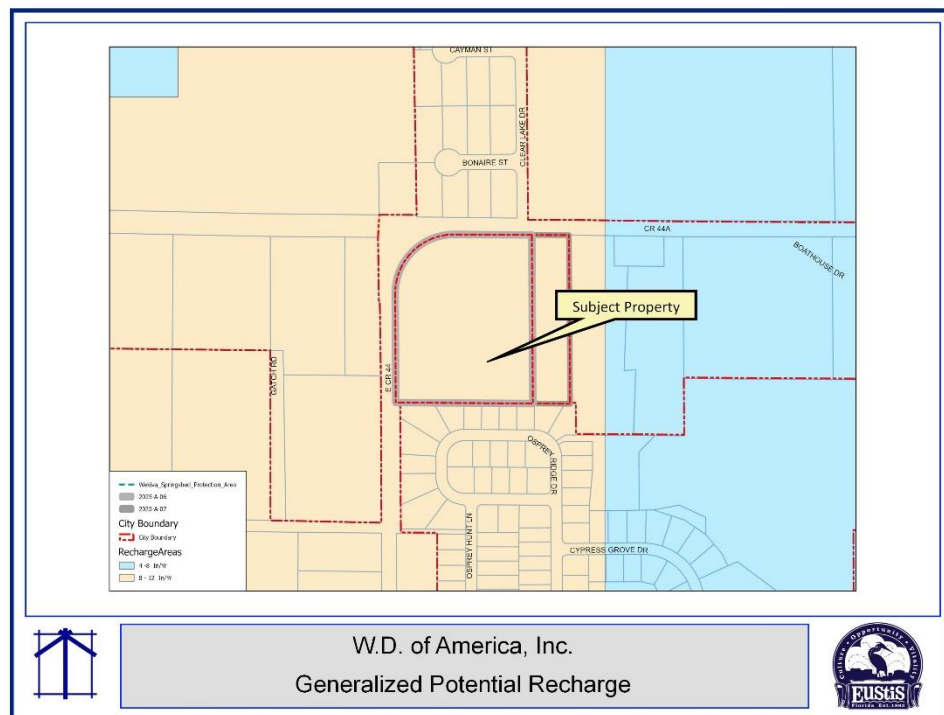
will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

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 high recharge area; a site-specific geotechnical and hydrologic study will be needed to determine the site-specific impact at the time of development. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.

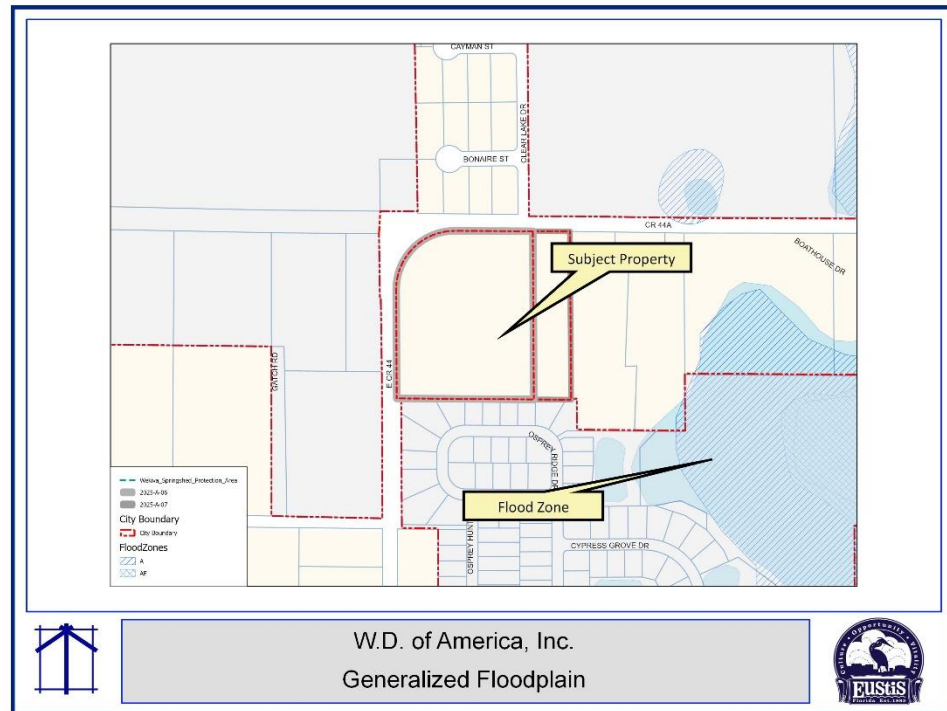


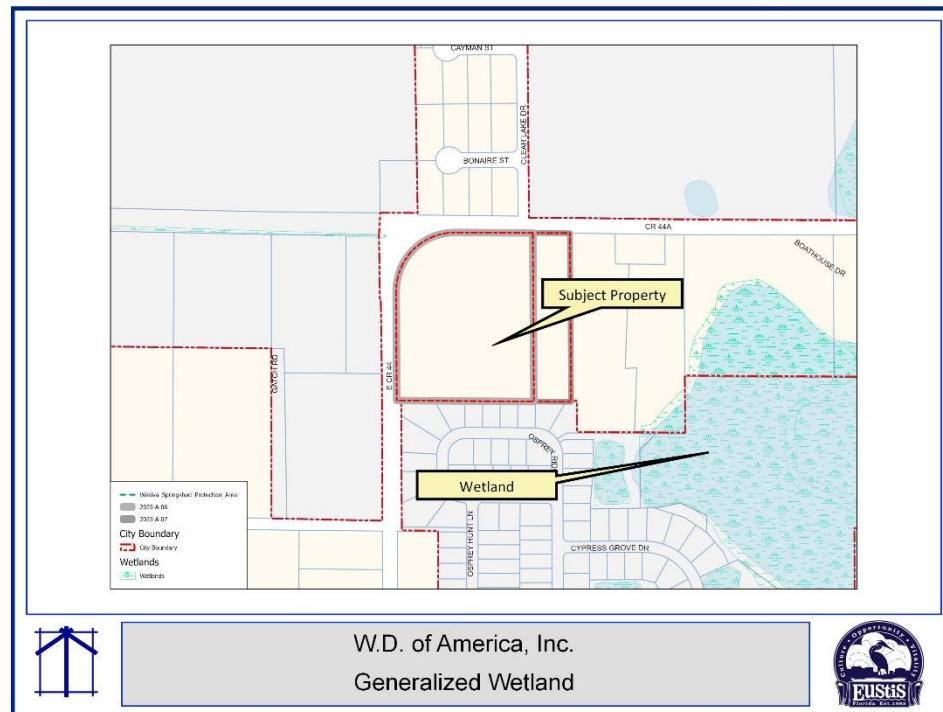
b. Historical or archaeological sites:

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. Development of the property poses no wetland impacts, as no wetlands exist on the property.

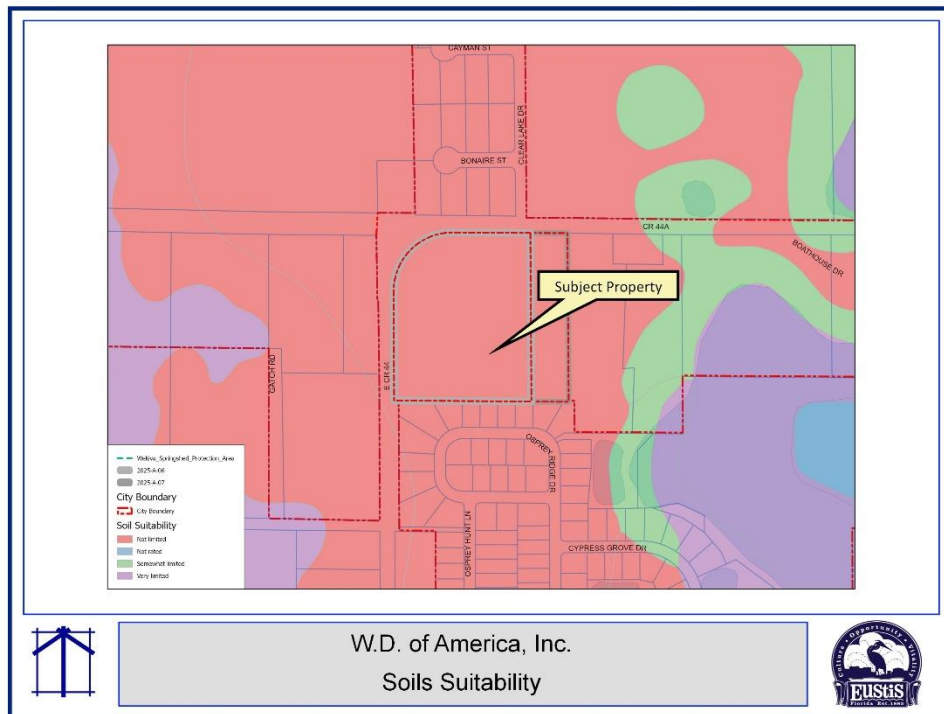




d. Soil and topography:

The soils appear to pose no limitations for development. At the development application stage, soils and geotechnical reports will be required as part of the application packages as well as for permitting for development with the applicable state agencies.

As site plan and building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.



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:

Policy I-1.3.2 Urban Low Density Future Land Use Category

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 institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.

TYPICAL USES INCLUDE:

- Residential;
- Nursing and personal care facilities;• Civic uses;
- Residential professional offices;
- Passive parks;
- Religious organizations;
- Day care services;
- Schools;
- Commerce uses, including: services, retail trade, finance, insurance and real estate as allowed pursuant to Policy I-1.3.10 Commercial Activities within the Urban Future Land Use Series (*... Lake County shall allocate sufficient land area to accommodate commercial activities that provide goods and services, with consideration to economic benefits and environmental impacts to the County. For the purposes of this Objective, the term —Commercial shall include commercial, retail, office, limited light industrial uses, and other uses commonly associated with these activities. The location and distribution of commercial land uses within Lake County shall be guided by information contained in the Data Inventory and Analysis for the Future Land Use and Economic Elements. The policies below shall apply to commercial development within the Urban Future Land Use Series.*); and
- Public order and safety.

Proposed Land Use According to the Eustis Comprehensive Plan:

General Commercial

(GC)

The GC designation is intended to provide an area consisting of primarily free-standing commercial land uses serving both motorists and local residents.

General Range of Uses: General Commercial may include a variety of free-standing retail and service uses and small strip centers including automotive-oriented uses such as service stations and auto sales as well as outdoor recreation, and schools. Public and utility services and facilities that are 5 acres or less in size are also permitted.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land

Development Regulations.

Developments within the Wekiva Protection Overlay that include longleaf pine, sandhill, 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 du/acre and other Lake County Comprehensive Plan policies would all for some commercial, while the City of Eustis GC (General Commercial) would allow for a greater variety of commercial uses while limiting residential options.

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.

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.

The proposed future land use does not allow for industrial-type uses that may be incompatible with existing residential uses. Through the site development process, each project is evaluated, and the appropriate land development regulations are applied to mitigate potential incompatibility.

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 commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed GC land use. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. Prior to the development of the property, site plan approval

amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

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 both 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.

c. Inconsistent with Surrounding Uses:

Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

City commercial future land use has been designated for the west side of the CR 44/44A intersection. The General Commercial FLU would not be inconsistent for the area.

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. 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, in close proximity to the site. Adequate capacity is available to serve future development consistent with the requested 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 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.

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 GC land use will provide for orderly growth and development. This designation would advance the public interest by potentially providing additional commercial 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.

Analysis of Design District Request (Ordinance Number 25-22):

Form-Based Code:

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 and rural transect

1. Standards for Review:

The Land Development Regulations include the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a. Section 102-17(a) "...Section 109-3 Design Districts:

identifies the definition, structure, and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Corridor). The Suburban development pattern and intent, and the Suburban Corridor definition, structure and form description are stated below. The assignment of a Suburban Corridor design district designation is appropriate due to the established and proposed development patterns in the area.

b. Sec. 109-3.4. Suburban development pattern intent statements:

Intent. Suburban development pattern...relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards

on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Each land use provides for pedestrian and bicycle connections.

Design districts – Suburban center.

- a. *Definition. Mix of commercial, office, and potentially multifamily residential uses.*
- b. *Structure. Development blocks organized with streets, pedestrian walkways and driveways.*
- c. *Form. Mix of nonresidential uses from office to commercial with supportive uses adjacent to larger use types.*

A Suburban Corridor designation follows the district pattern and intent outlined in the Land Development Regulations and is consistent with the existing transect in the area.

c. Section 102-17(a)

The following guidelines must be followed when proposing the reassignment of design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed. A Eustis design district designation must be assigned to annexed property. The proposed design district is compatible with the surrounding design districts.

d. Consistent with Comprehensive Plan:

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Comprehensive Plan.

e. Consistent with Surrounding Uses:

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Corridor definition, structure and form are compatible with the existing uses and any proposed uses permitted under the General Commercial and Suburban Residential future land use designations in the area.

f. Changed Conditions:

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation, and a design district assignment is necessary. The conditions have changed from land

located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

g. Public Facilities.

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting is not proposed. Assigning a design district to an annexation property will not change the demand impact on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also, see the analysis of public facilities in the above sections of this report.

h. Impact on Environment:

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcel. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity, and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.

i. Property Values:

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting is not being proposed. A City of Eustis design district designation must be assigned to the annexed property. This request should not affect property values because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

j. Orderly Development Pattern:

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The request is the assignment of a design district to an annexation parcel, not redistricting. However, the proposed Design District designation is consistent with the suburban development pattern identified in Section 109-5.5 of the Land Development Regulations. Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

k. Public Interest and Intent of Regulations:

Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The request is the assignment of a design district to an annexation parcel, not redistricting. The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

l. Other Matters:

Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is the assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land use, densities, intensities, or required open space. The districts, therefore, must be consistent and follow the urban, suburban, and rural transects. This request assigns a Suburban Corridor design district designation to an annexation parcel, which is consistent with the existing transect.

ORDINANCE NUMBER 25-20

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 10 ACRES OF
REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S
ALTERNATE KEY NUMBERS 1040141, LOCATED ON THE EAST SIDE OF
THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.**

WHEREAS, Denton Cairnes and Travis Sawchuk have made an application for voluntary annexation, on behalf of W.D. of America, Inc., the property owner, for approximately 10 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A, more particularly described as:

Parcel Alternate Key: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description:

A portion of Lots 5, 6, and 7, C.M. Rehner's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 1 9 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 1 1 5.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00' 1 3'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey 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 August 7, 2025, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on August 21, 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 10 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 21st day of August 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 this 21st day of August 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 for form and legal content for the use and reliance of the Eustis City Commission; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office

Date

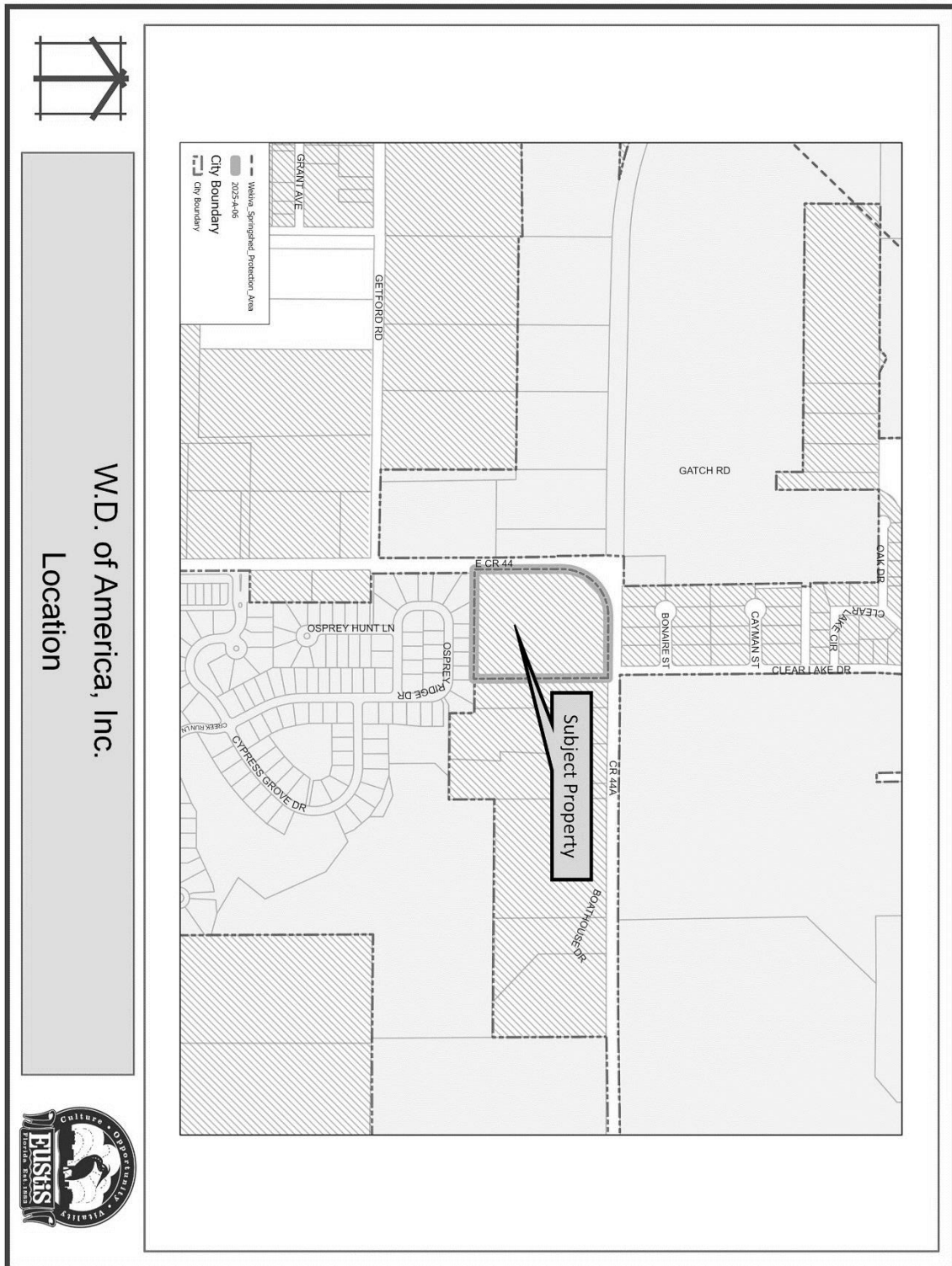
CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-20 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



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	25-20
Ordinance Subject	Annexation 2025-A-06
Legal Advertising Date	July 28, 2025
First Reading On	8/7/2025
Second Reading On	8/21/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 10 ACRES OF REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBERS 1040141, LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A

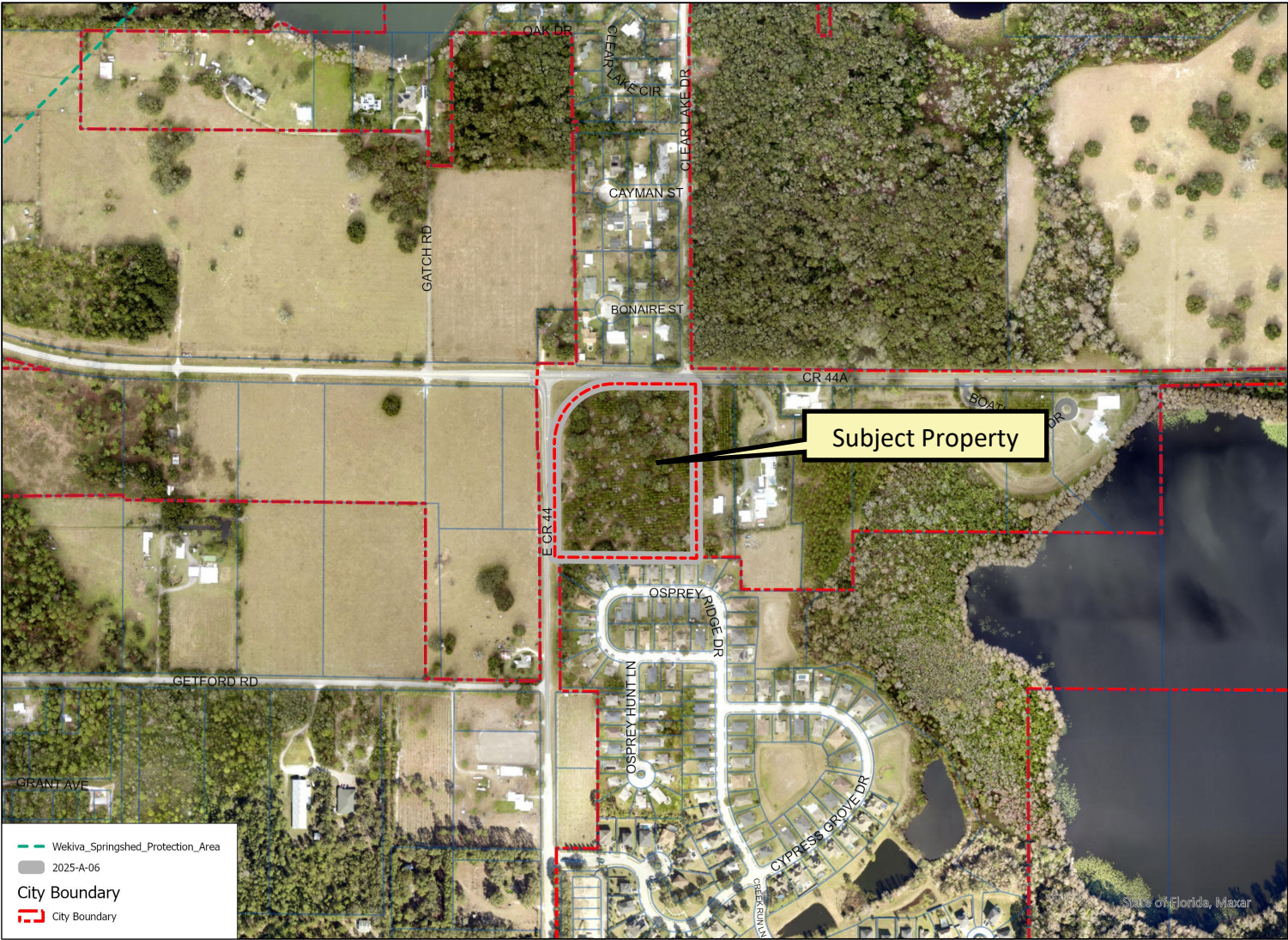
Based on the City's review of the proposed ordinance (must select one of the following):

- ☒ 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

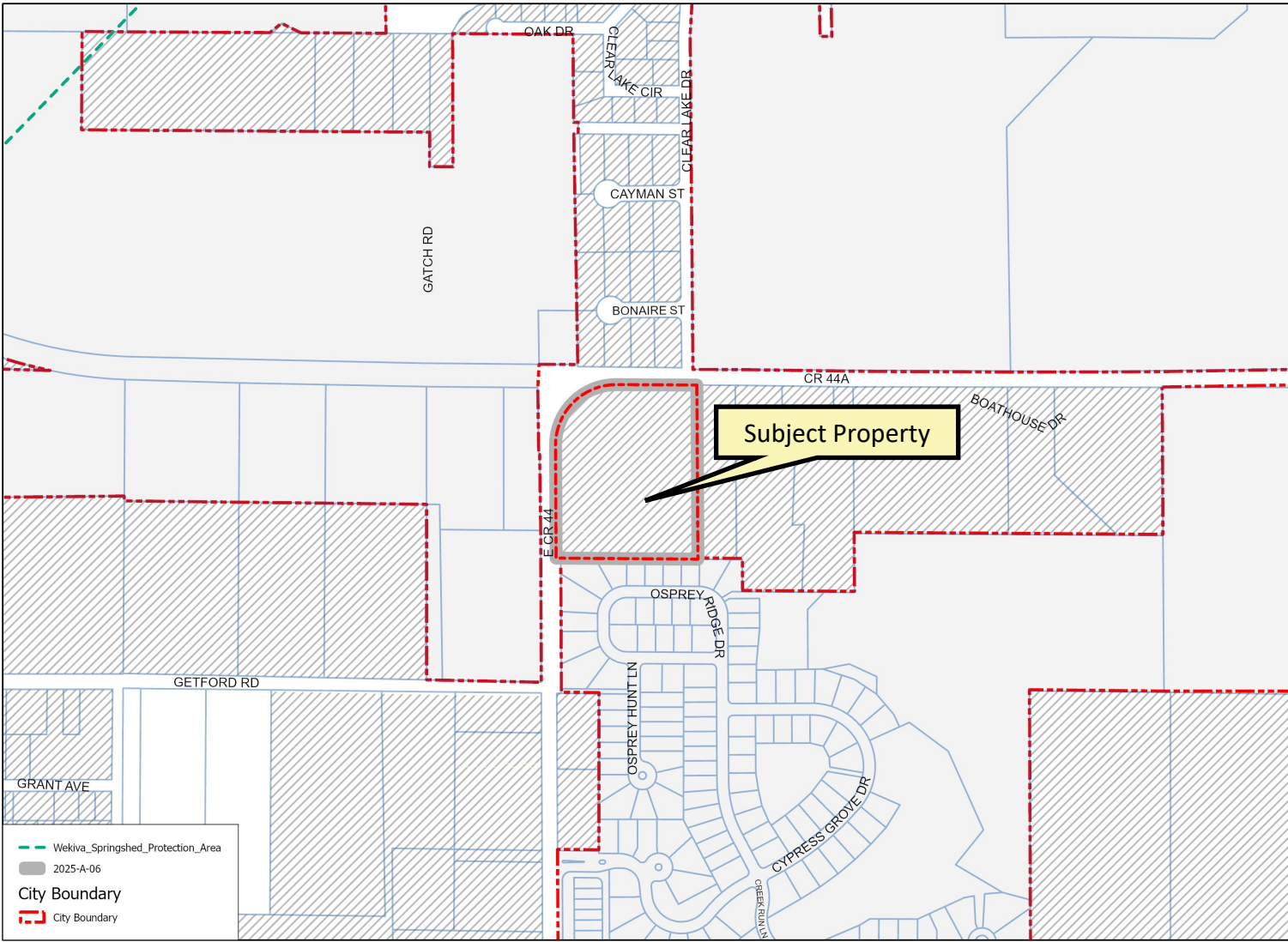
The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



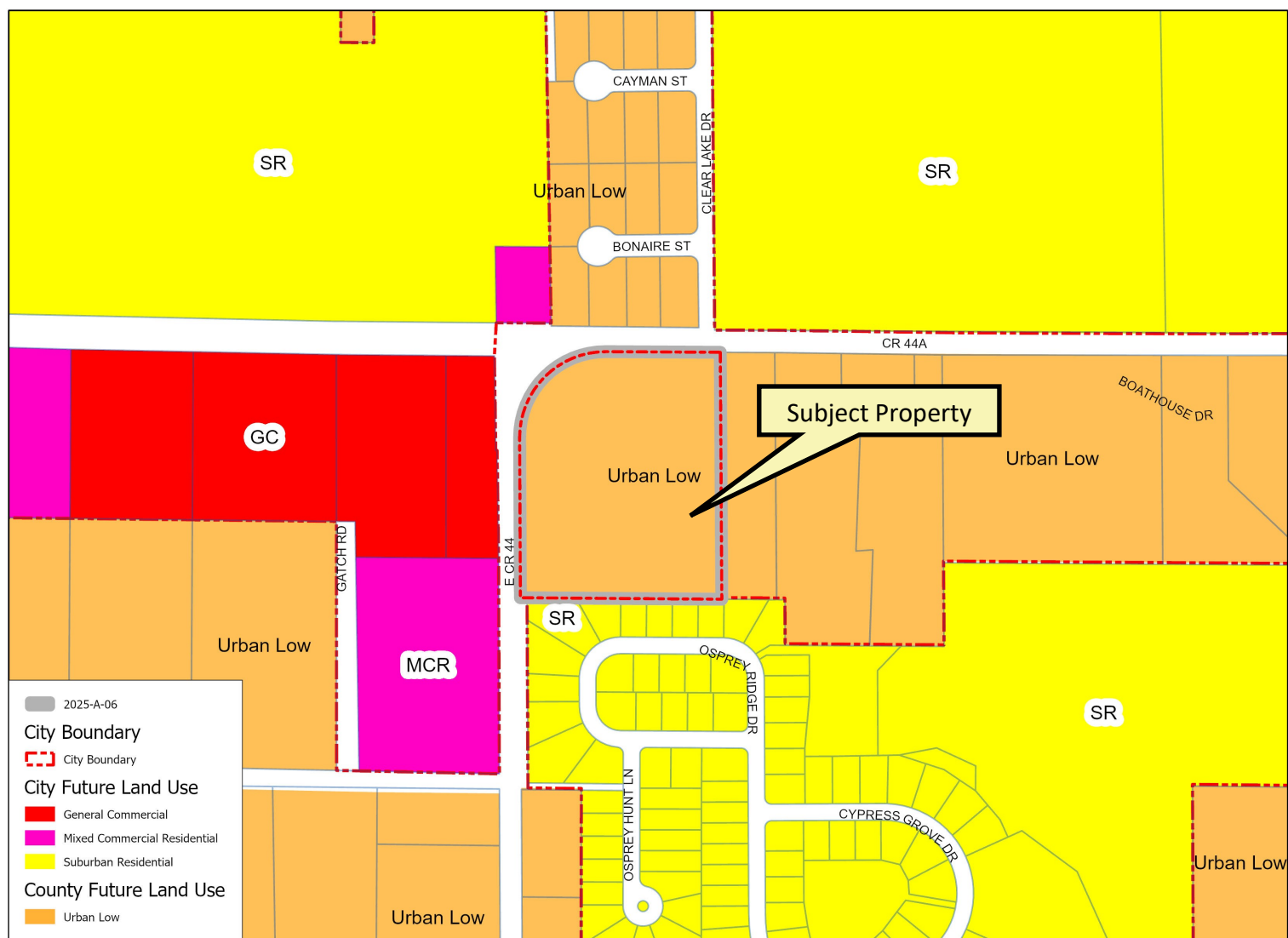
W.D. of America, Inc.
Aerial Location





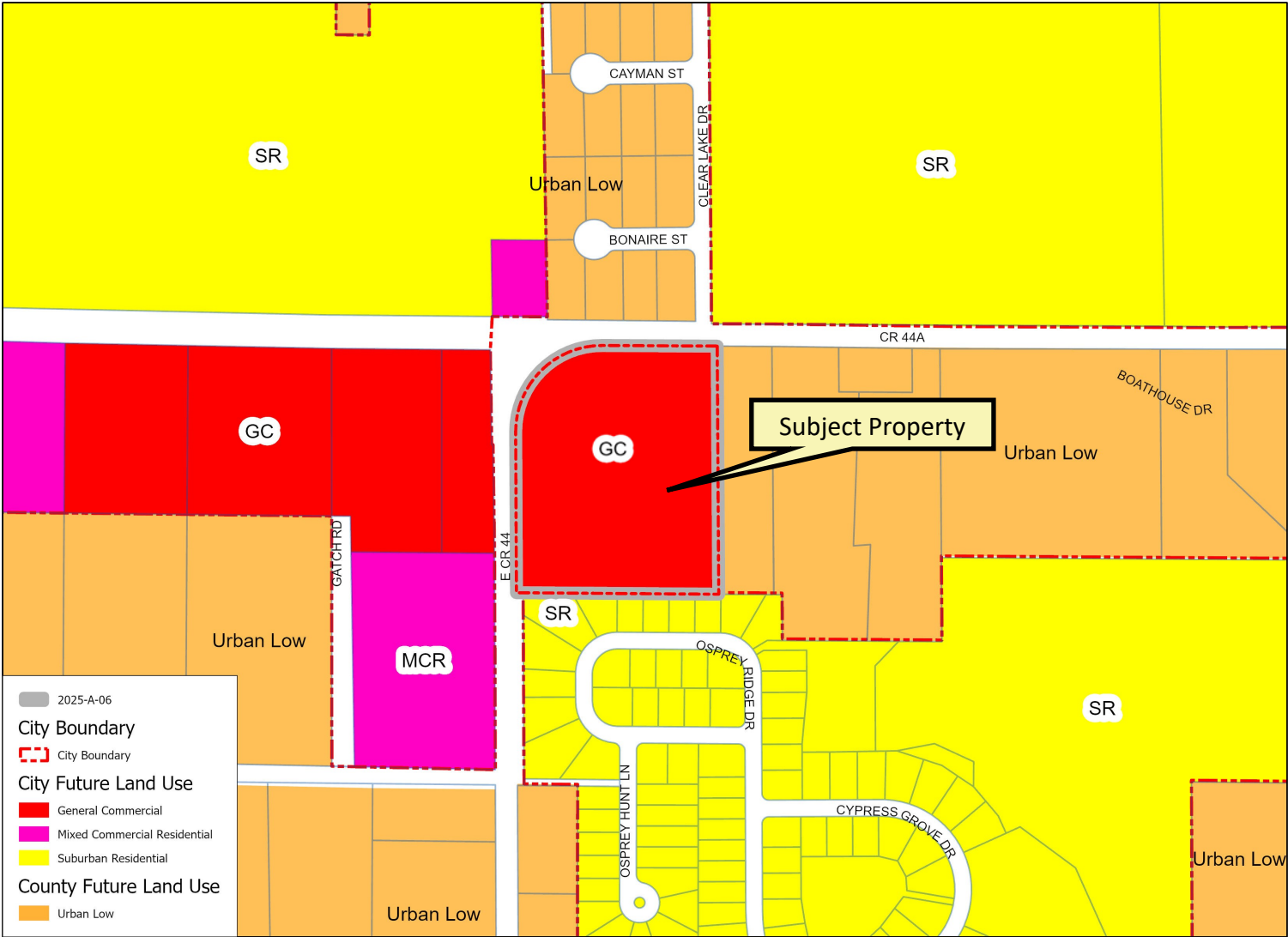
W.D. of America, Inc.
Location





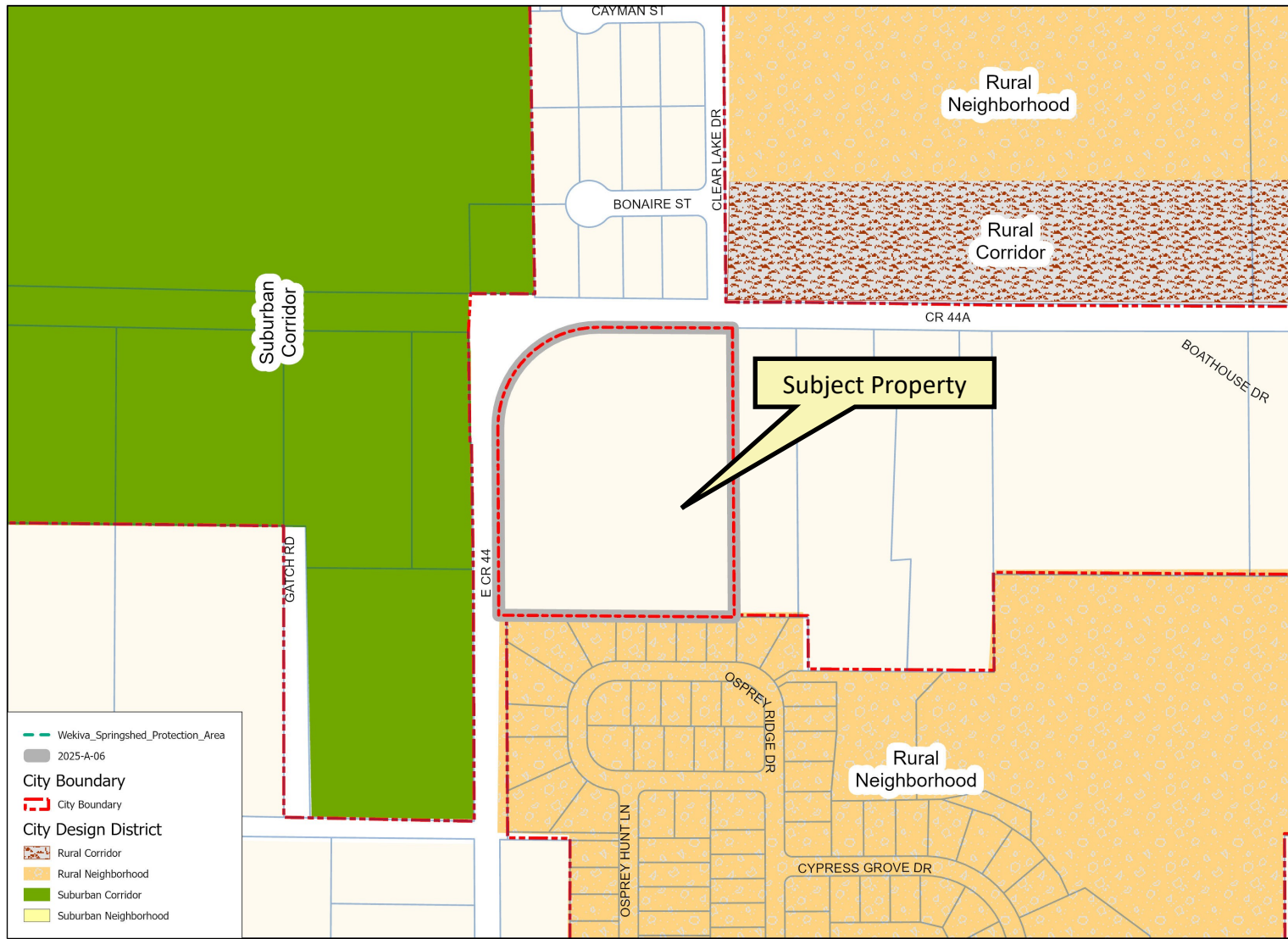
W.D. of America, Inc.
Future Land Use (Current)





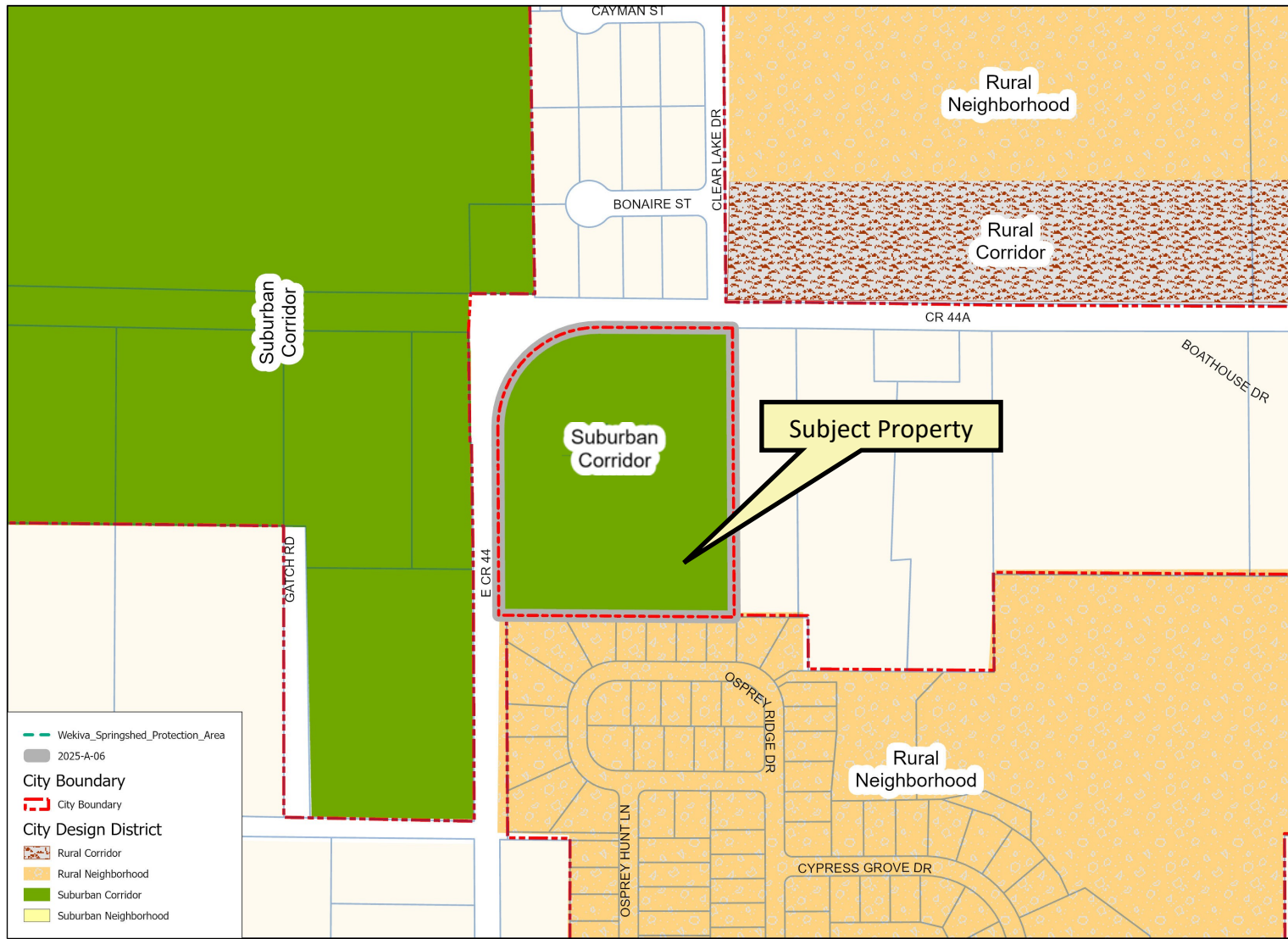
W.D. of America, Inc.
Future Land Use (Proposed)





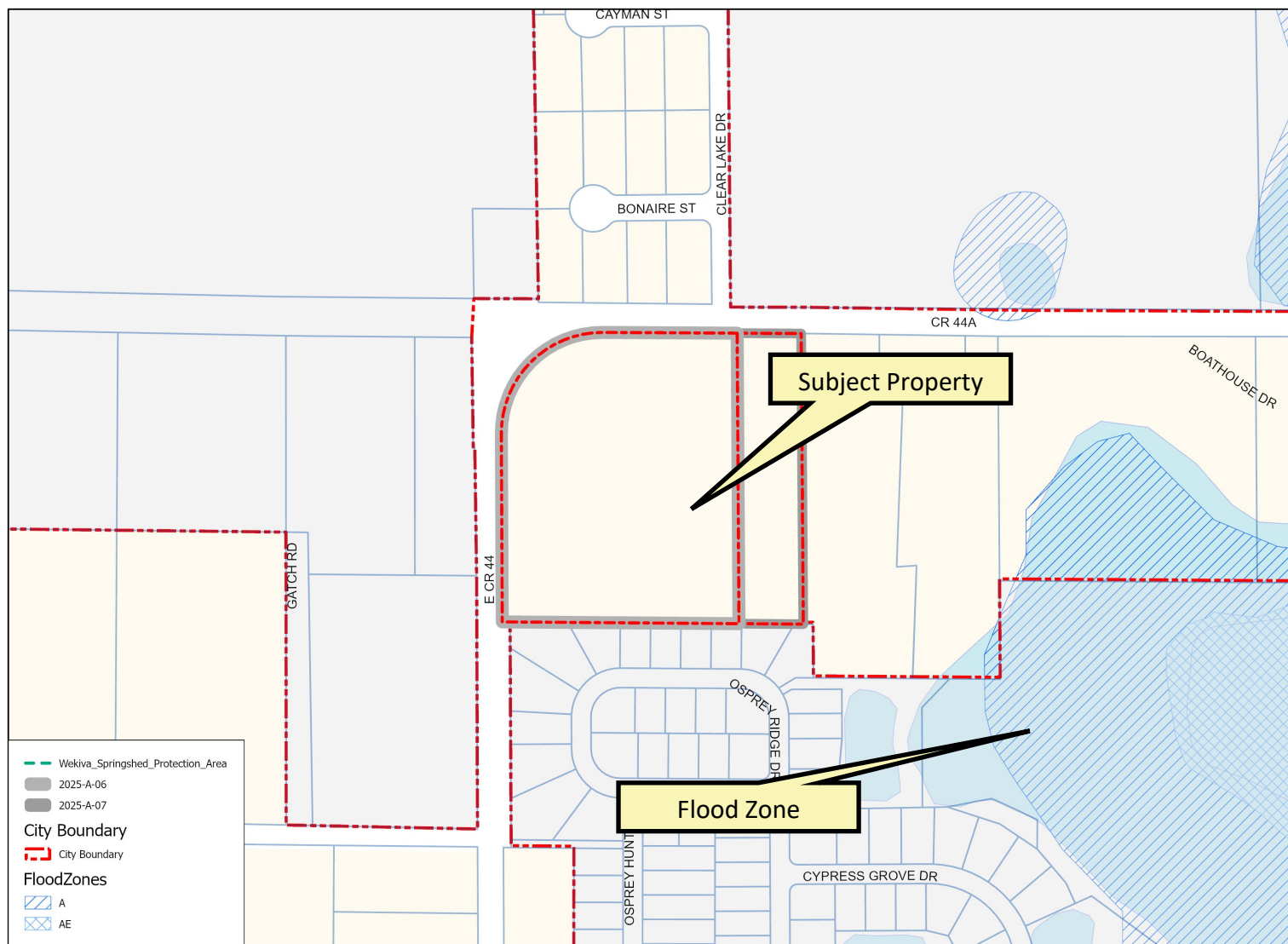
W.D. of America, Inc.
Design District





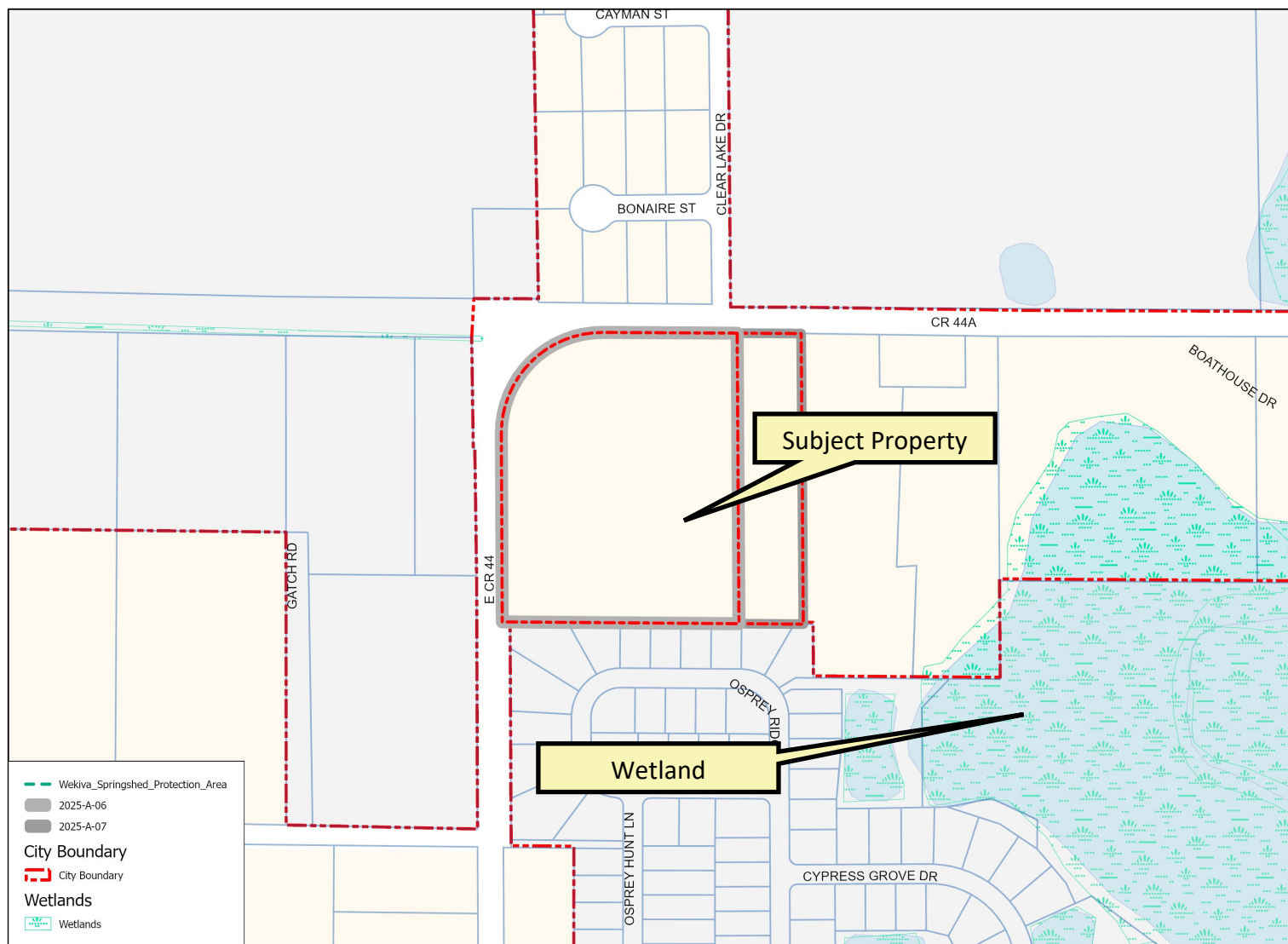
W.D. of America, Inc.
Design District





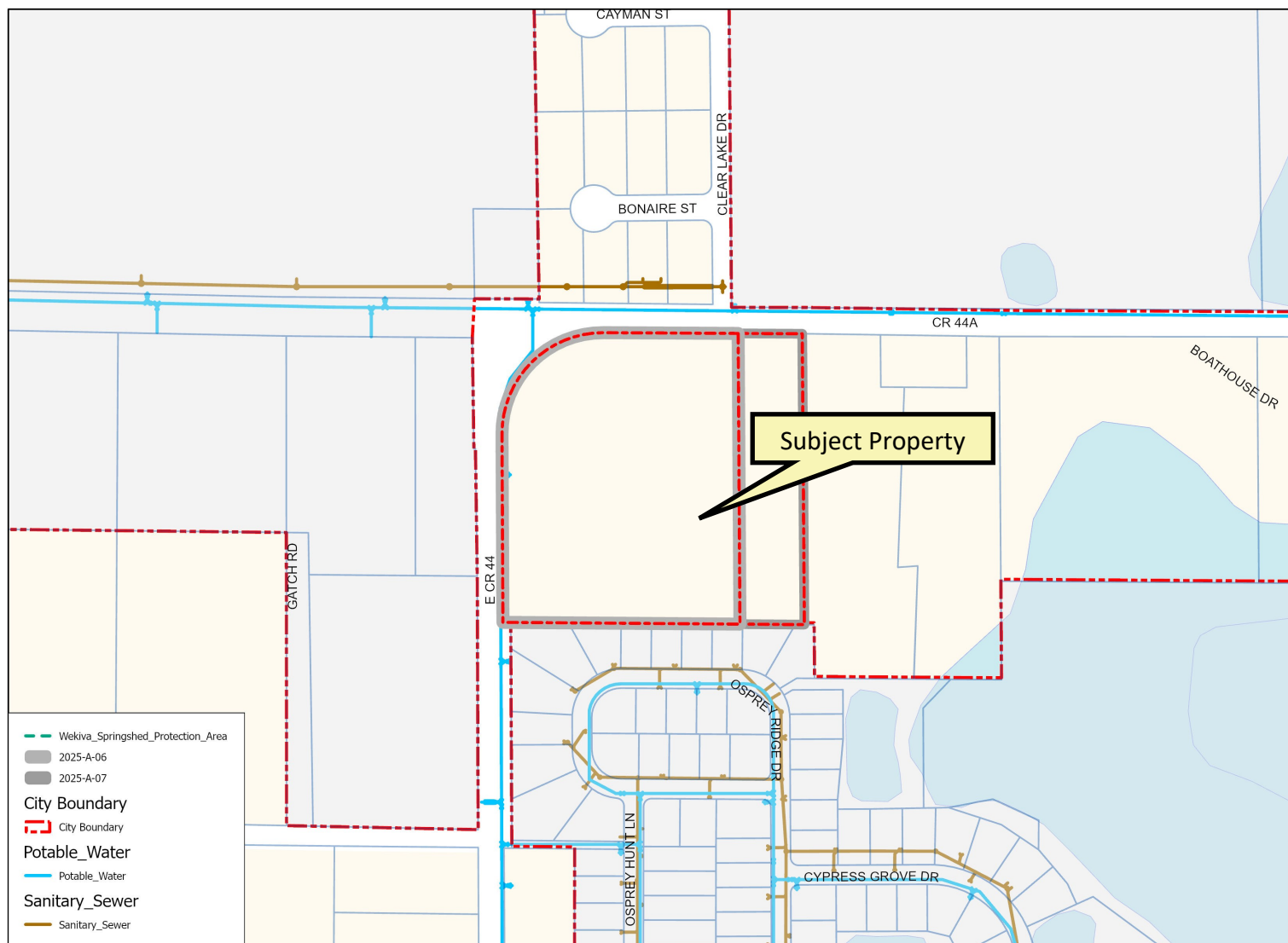
W.D. of America, Inc.
Generalized Floodplain





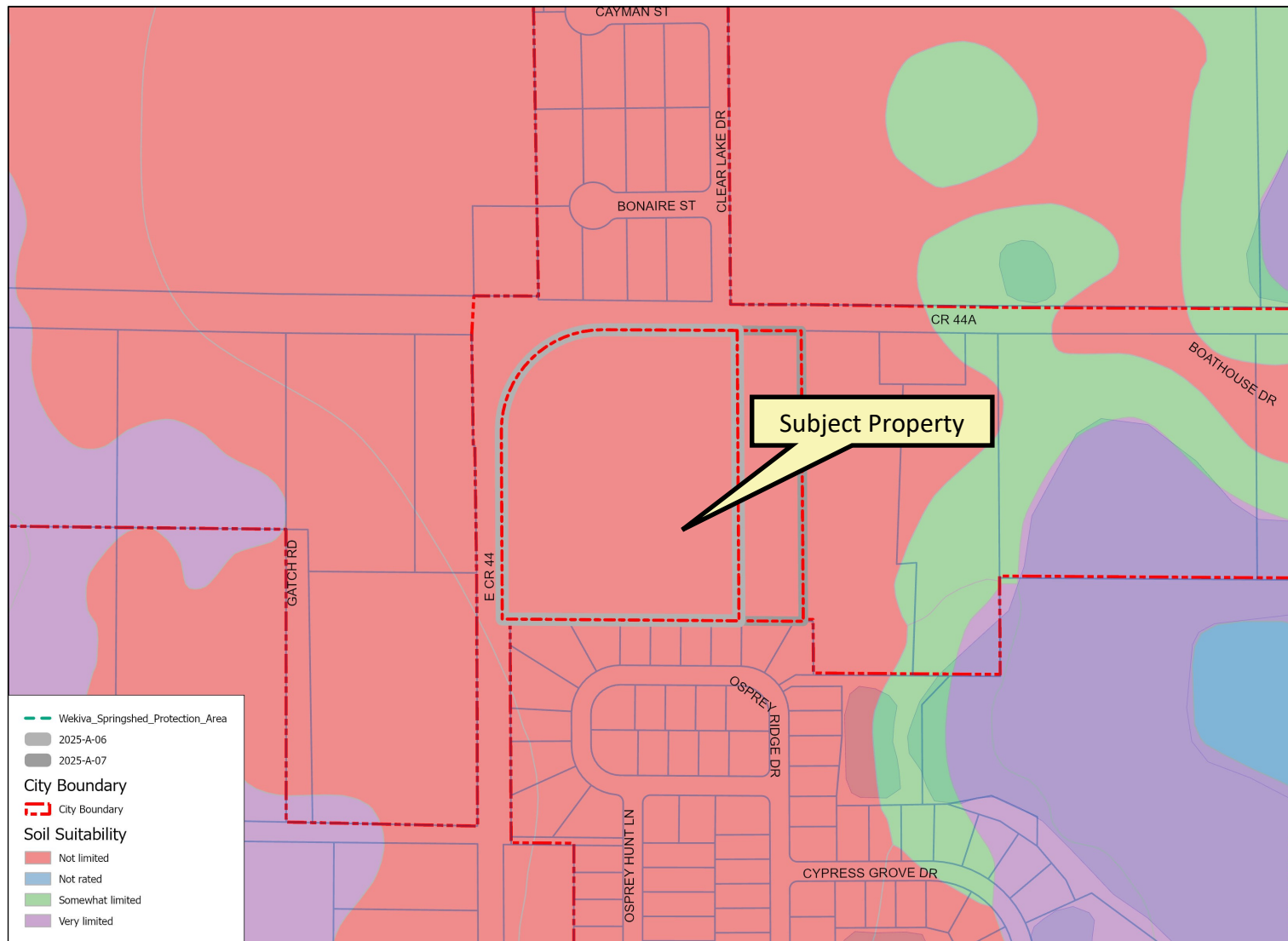
W.D. of America, Inc.
Generalized Wetland





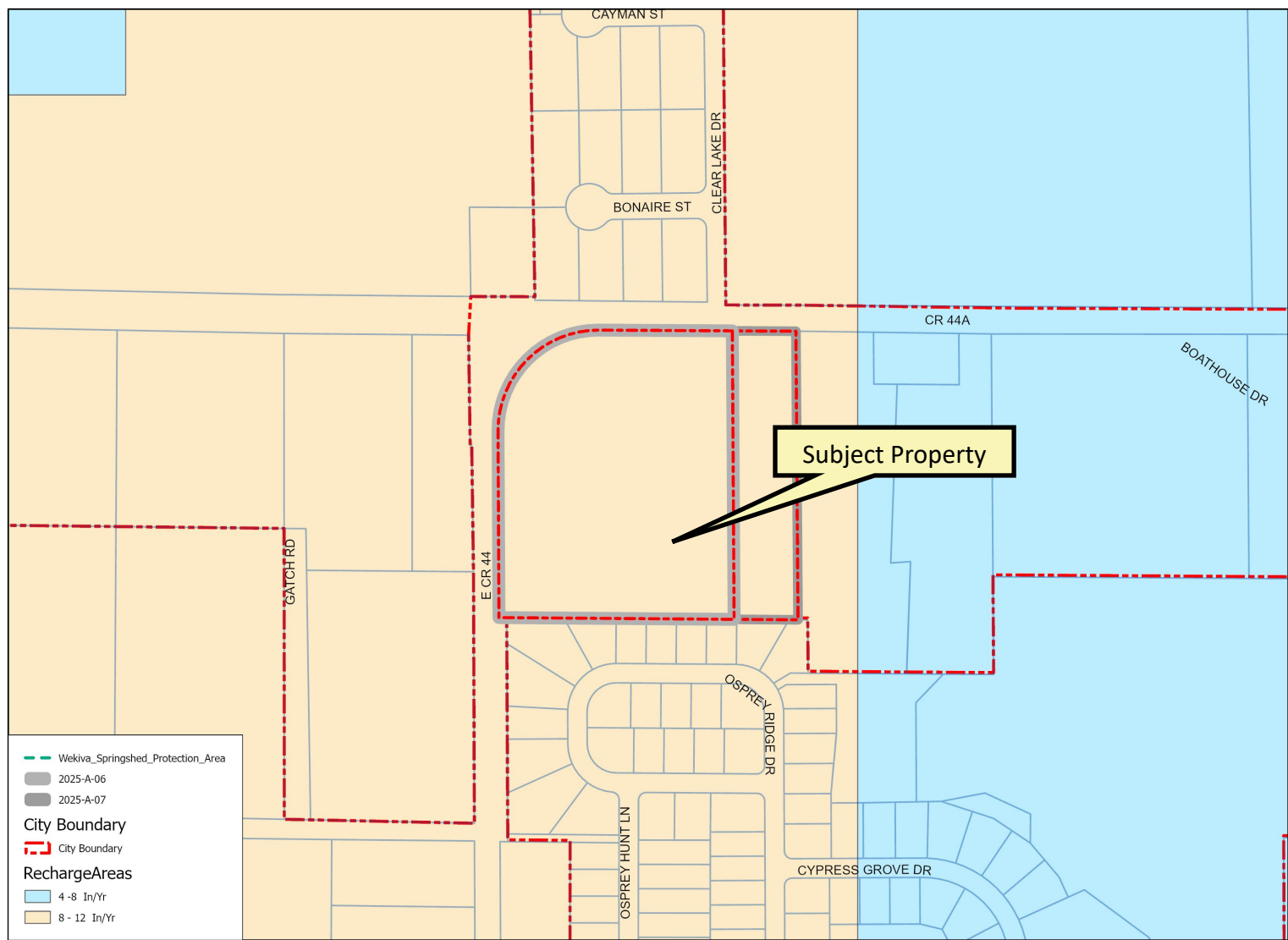
W.D. of America, Inc.
Generalized Utilities





W.D. of America, Inc. Soils Suitability





W.D. of America, Inc.
Generalized Potential Recharge



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	25-21
Ordinance Subject	Future Land Use Map Amendment 2025-CPLUS-06
Legal Advertising Date	July 28, 2025
First Reading On	8/7/2025
Second Reading On	8/21/2025

Ordinance Title

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 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A

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 enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 25-21

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 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 10 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A and more particularly described herein; and

WHEREAS, on August 7, 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 August 7, 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 August 21, 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 **General Commercial (GC)** within the City of Eustis:

Parcel Alternate Key: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description:

A portion of Lots 5, 6, and 7, C.M. Rehner's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey 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 21st day of August 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 21st day of August 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

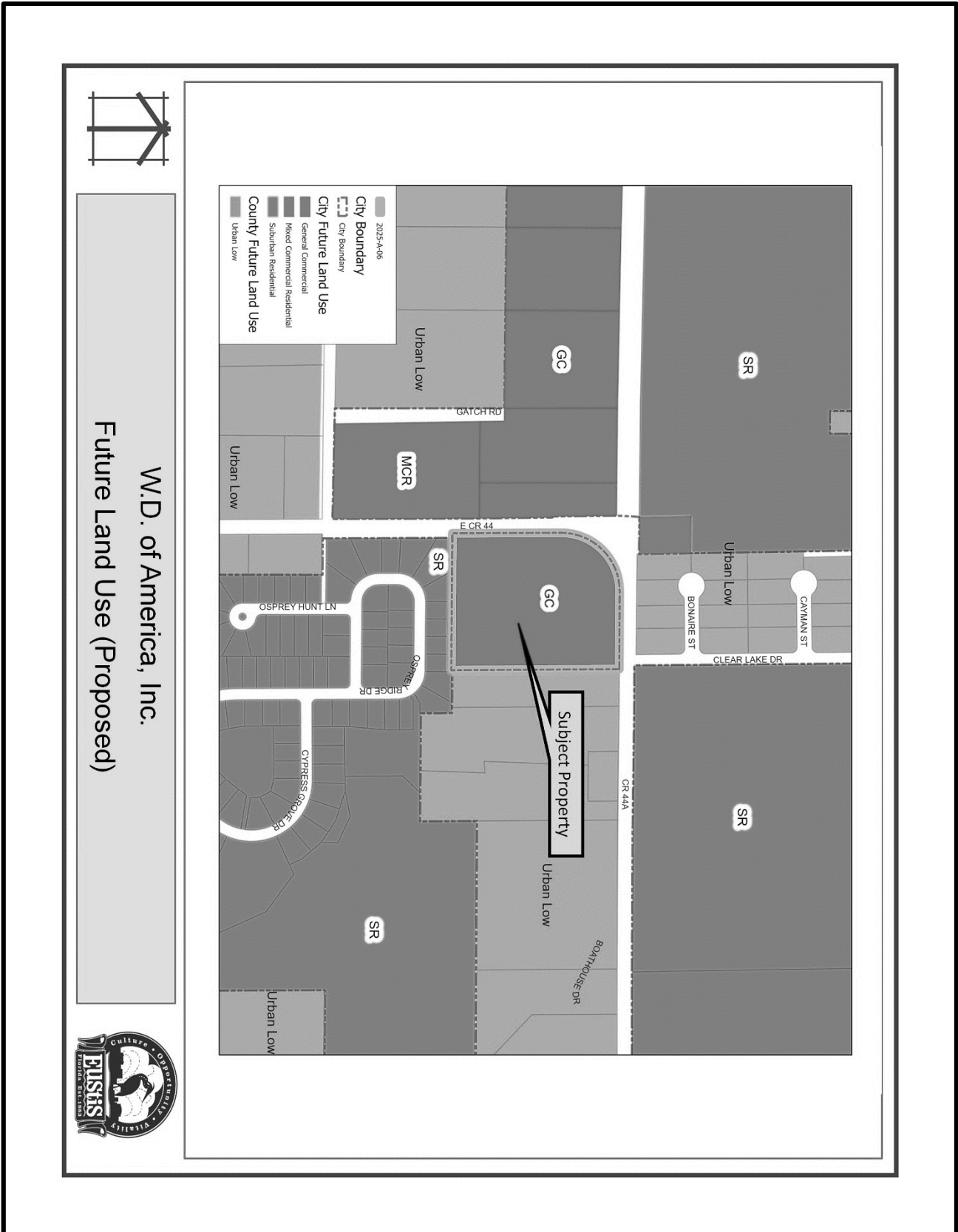
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-21 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



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	25-22
Ordinance Subject	Design District Map Amendment 2025-DD-06
Legal Advertising Date	July 28, 2025
First Reading On	8/7/2025
Second Reading On	8/21/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 25-22

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 10 acres of recently annexed real property further described below, and

WHEREAS, on **August 7, 2025**, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on **August 21, 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: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description:

A portion of Lots 5, 6, and 7, C.M. Rehner's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 1 9 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 1 1 5.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00° 1 3'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367. 07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in

Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.
Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey 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 25-20.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 21st day of August 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 21st day of August 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

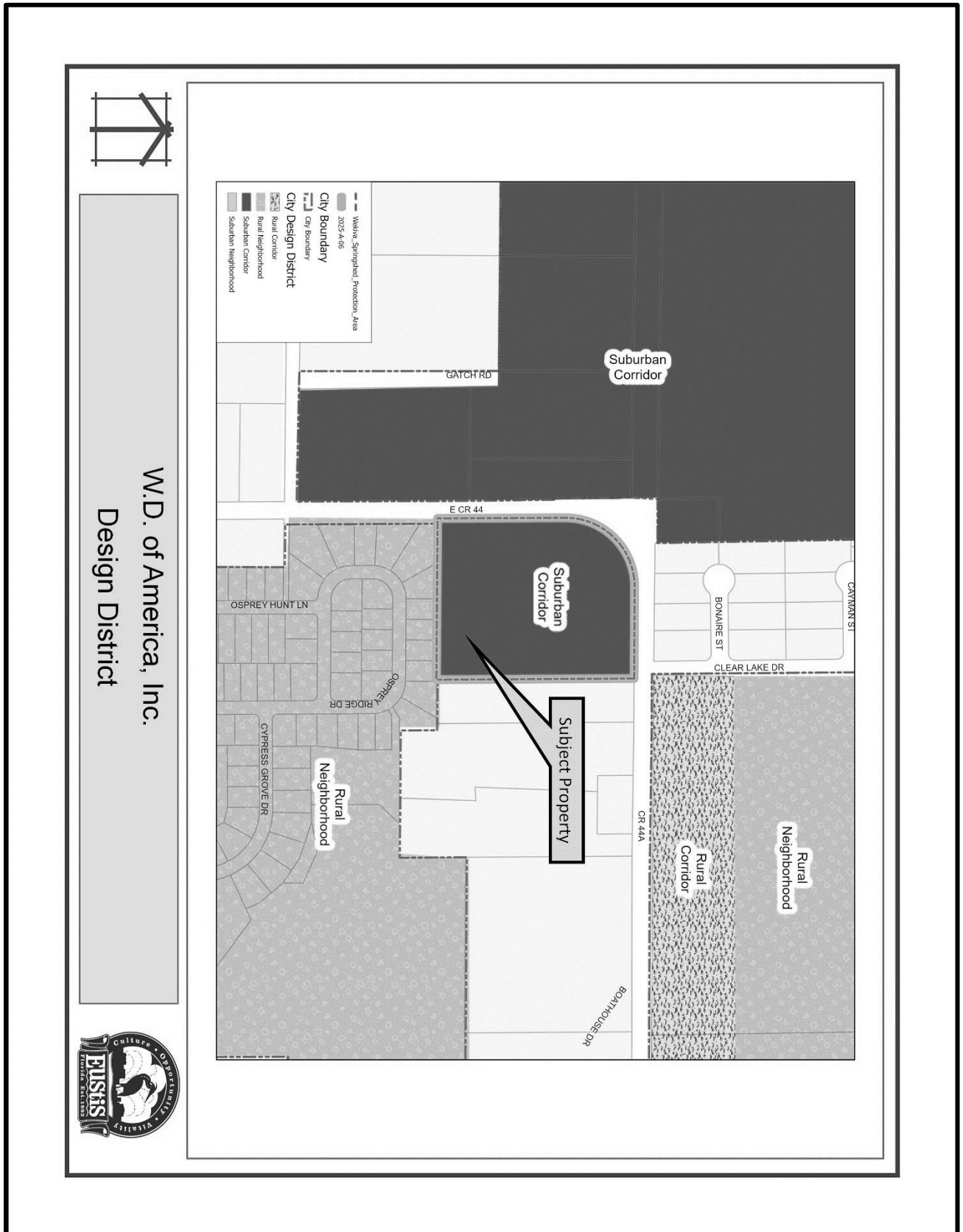
CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-22 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





City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: August 21, 2025

RE: Explanation of Ordinances Numbers 25-23, 25-24, and 25-25 for Annexation of
Parcels with Alternate Key Number 3959037

Ordinance Number 25-23 – Voluntary Annexation
Ordinance Number 25-24 – Comprehensive Plan Amendment
Ordinance Number 25-25 – Design District Assignment

SECOND READING

Ordinance Number 25-23: Voluntary Annexation of Parcels with Alternate Key Number 3959037

Introduction:

Ordinance Number 25-23 provides for the voluntary annexation of approximately 2.8 acres located on the east side of the intersection of County Road 44 and County Road 44A, Alternate Key Number 3959037. Provided the annexation of the subject property is approved, Ordinance Number 25-24 would change the Future Land Use designation from Urban Low in Lake County to General Commercial (GC) in the City of Eustis, and Ordinance Number 25-25 would assign the subject property a Design District designation of Suburban Corridor. If Ordinance Number 25-23 is denied, then there can be no consideration of Ordinance Numbers 25-24 and 25-25.

Background:

1. The site contains approximately 2.8 acres and is located within the Eustis Joint Planning Area. The site is currently Residential and agricultural/silvicultural (Planted Pines)
2. The subject property is contiguous to the current City of Eustis boundary on the south and west property lines.
3. The site has a Lake County Future Land Use Designation of Urban Low, but approval of Ordinance Number 25-24 would change the land use designation to General Commercial (GC) in the City of Eustis.
4. The West Side of the CR 44A/CR 44 intersection is already City of Eustis General Commercial (GC) and Mixed Commercial Residential (MCR).

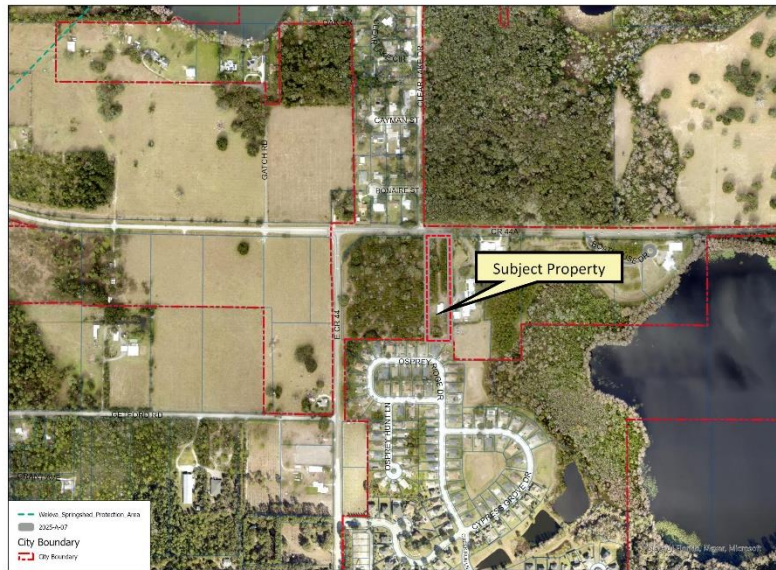
Location	Existing Use	Future Land Use	Design District
Site	Vacant/Planted Pines	Urban Low (Lake County)	N/A
North	Single-Family Residential	Urban Low (Lake County)	N/A
South	Single-Family Residential	Suburban Residential (SR)	Rural Neighborhood
East	Single-Family Residential	Urban Low (Lake County)	Suburban Corridor

West

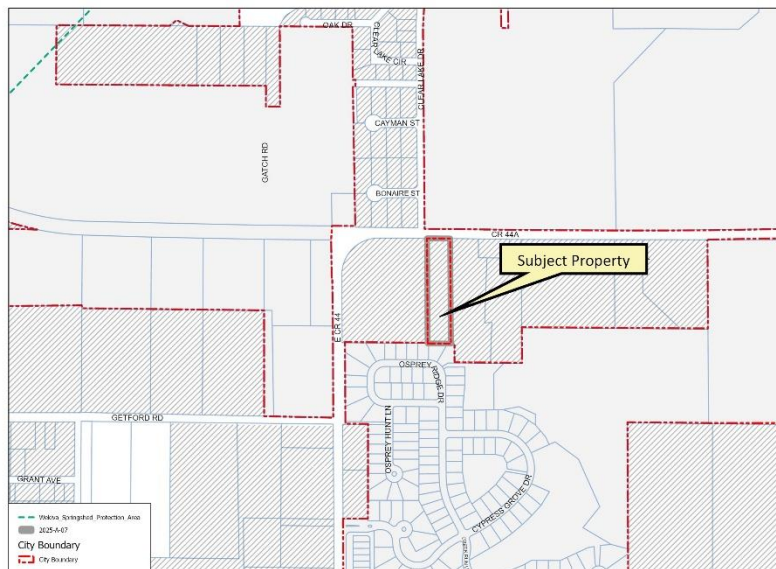
Vacant

General Commercial (GC) N/A
and Mixed Commercial
Residential (MCR)

Item 6.5



T and S FL Partners, Inc.
Aerial Location



T and S FL Partners, Inc.
Location



Applicant's Request

The applicant and property owner wish to annex the property, change the future land use to General Commercial (GC), and assign a design district of Suburban Corridor. The applicant's application did not detail the intended use of the property beyond future commercial development.

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 General Commercial (GC) land use designation within the City of Eustis provides for future commercial development. This future land use district request matches the designations to the west.

A. Analysis of Annexation Request (**Ordinance Number 25-23**)

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 GC 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 can provide services effectively and efficiently. The subject property lies within that planning area. It is contiguous to the City limits on the southern and western boundary, and the owner has 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 July 28, 2025, and again on August 4, 2025. Legal advertisements will be published in the Daily Commercial no later than August 15, 2025.

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 in 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...”

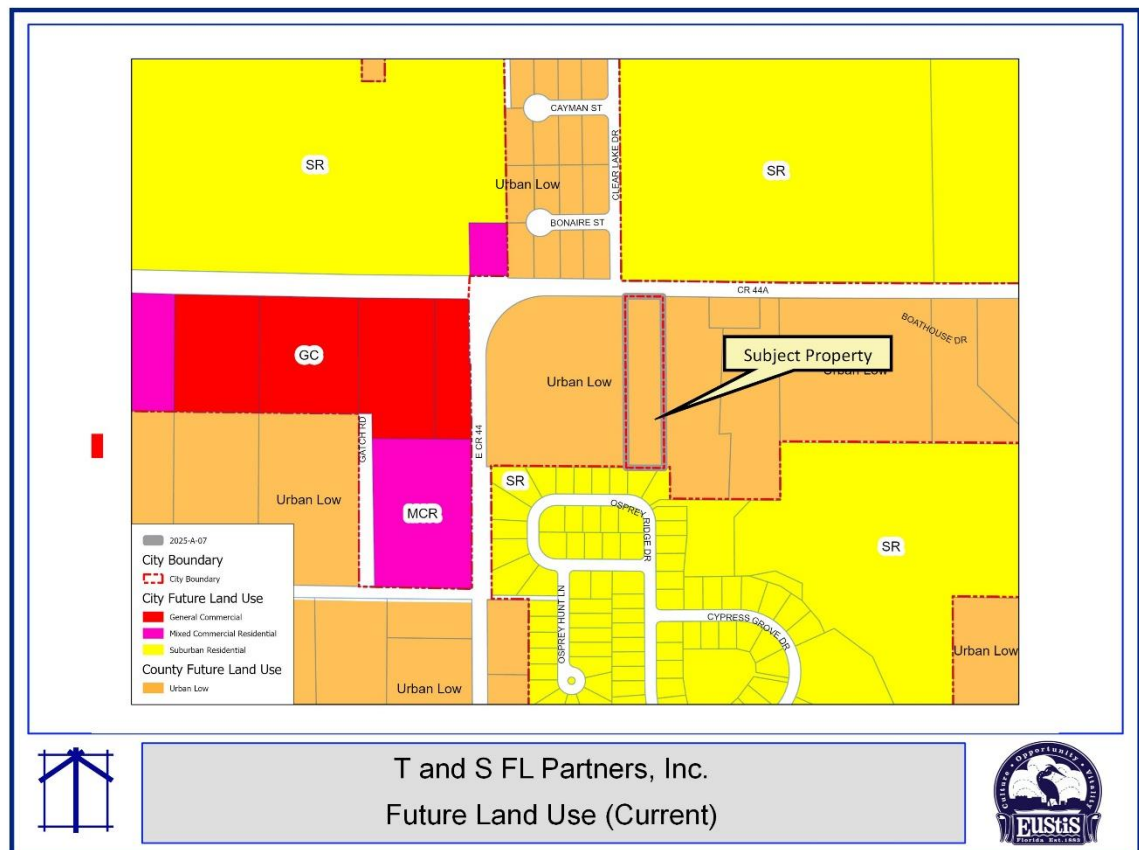
The Department notified the Lake County Board of County Commissioners on July 17, 2025.

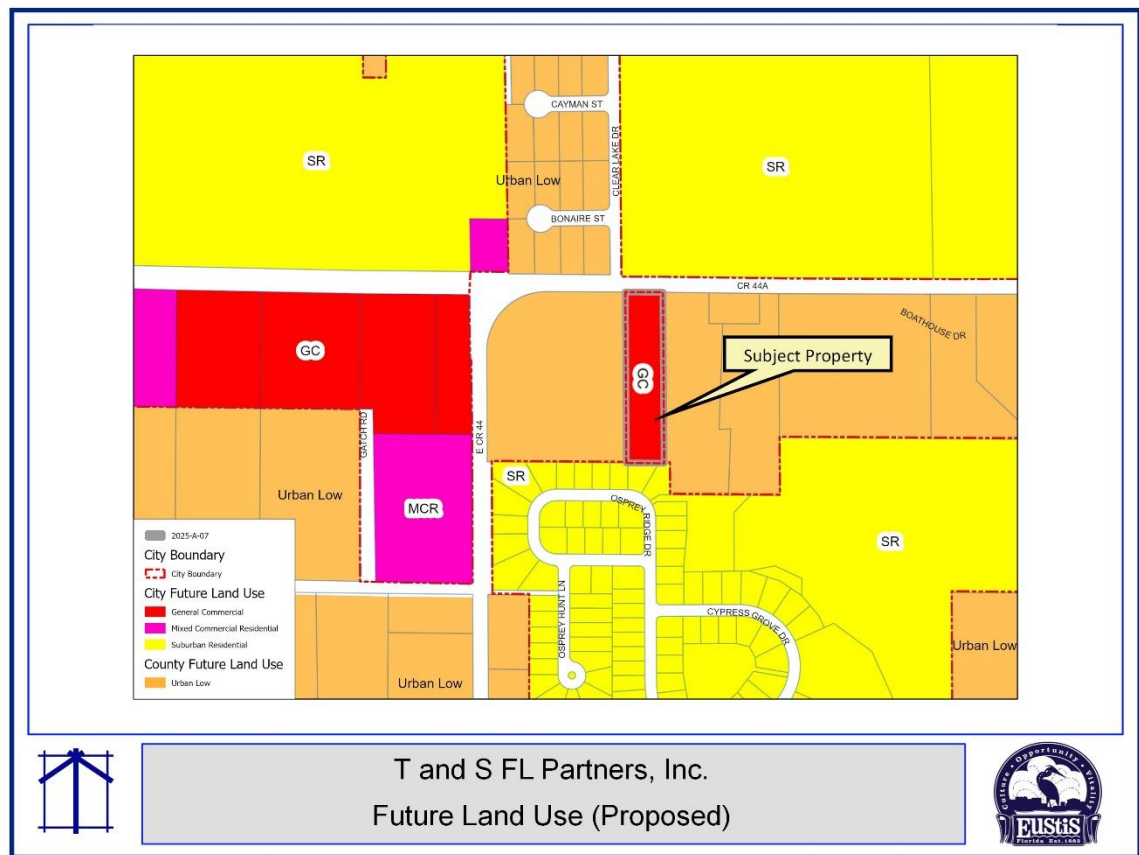
B. Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 25-24)

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 are included in the 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 General Commercial (GC) future land use district 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 25-25**):

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 25-23, 25-24, and 25-25.

Policy Implications:

None

Alternatives:

1. Approve Ordinance Numbers 25-23 (Annexation), 25-24 (Comp. Plan Amendment), and/or 23-25 (Design District Designation).
2. Deny Ordinance Numbers 25-23, 25-24, and 25-25.

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:

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinances: Section 166.041(4)(c): ...enacted to implement 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

Analysis of Comprehensive Plan/Future Land Use Request (**Ordinance Number 25-24**)

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 Commercial uses at a major intersection.

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 area is a significant intersection in an urbanizing/suburbanizing area.

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 and industrial land uses designated to the west and residential development to the south.

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 a tree farm (silviculture) and is currently planted with pine and mixed natural deciduous trees.

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 property does support active agricultural or silvicultural activities (tree farm/planted pine). However, the property is within an existing developed and further developing area, with similar land uses assigned.

6. Public Facilities:

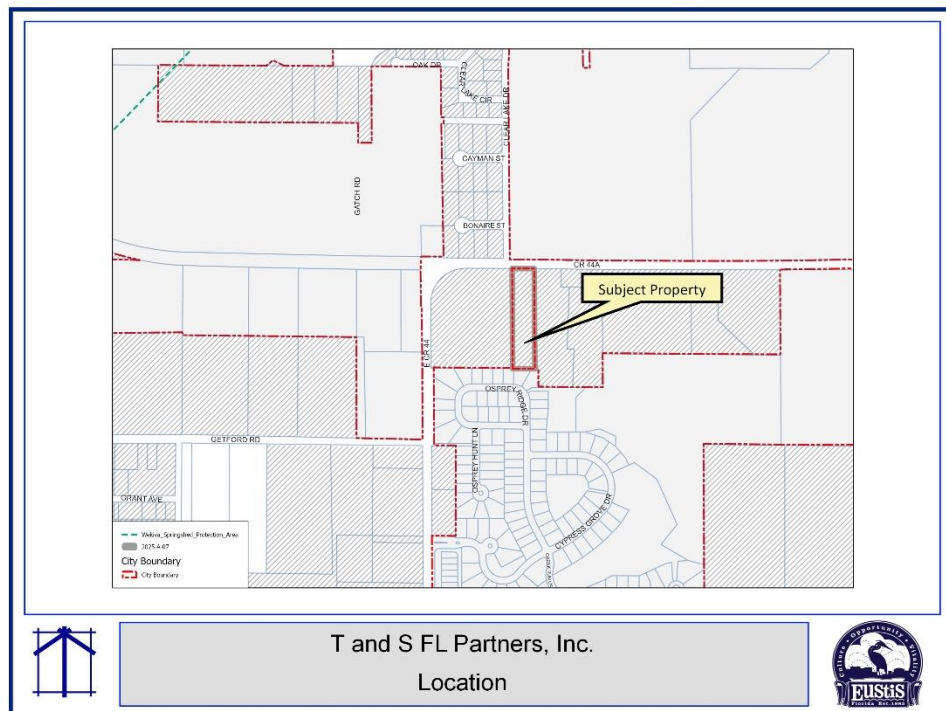
Fails to maximize use of existing public facilities and services.

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 is available to the property and will be addressed via the site development process.

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 GC 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 other 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.

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 development for the city.

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, industrial, and residential uses, within 1 mile 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.

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 significant 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 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 and sewer service are available.

- 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. County Roads 44 and 44A are not City infrastructure and do not currently have a sidewalk system. Interconnectivity 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, which 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. The site is within an existing developed/developing 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 would allow for additional commercial opportunities to serve existing residential development and capture market for through-commuters.

- 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 GC 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 Comprehensive Plan policy and Land Development Regulation, residential development will be required to provide on-site park amenities.
- 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, 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 Commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed GC land use district. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. Prior to the development of the property, site plan approval amongst other approvals

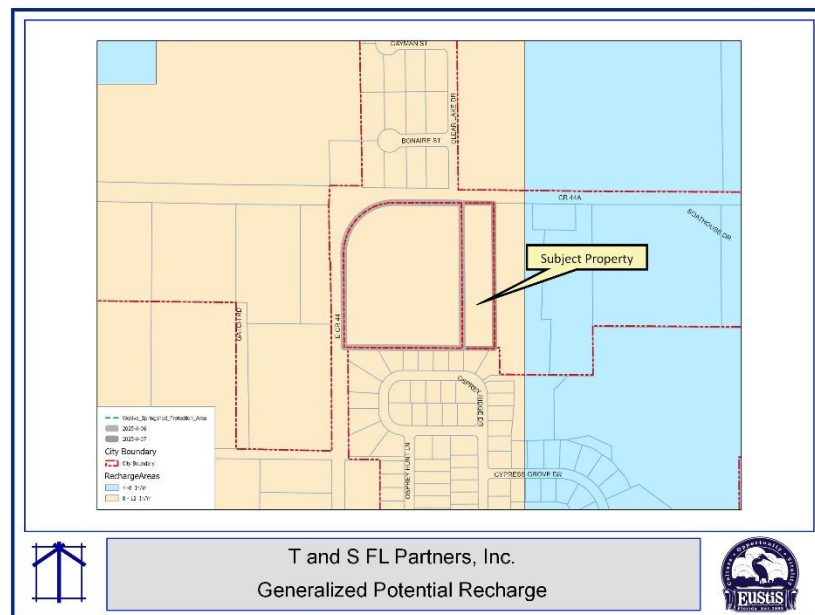
will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

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 high recharge area. A site-specific geotechnical and hydrologic study will be needed to determine the site-specific impact at the time of development. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.

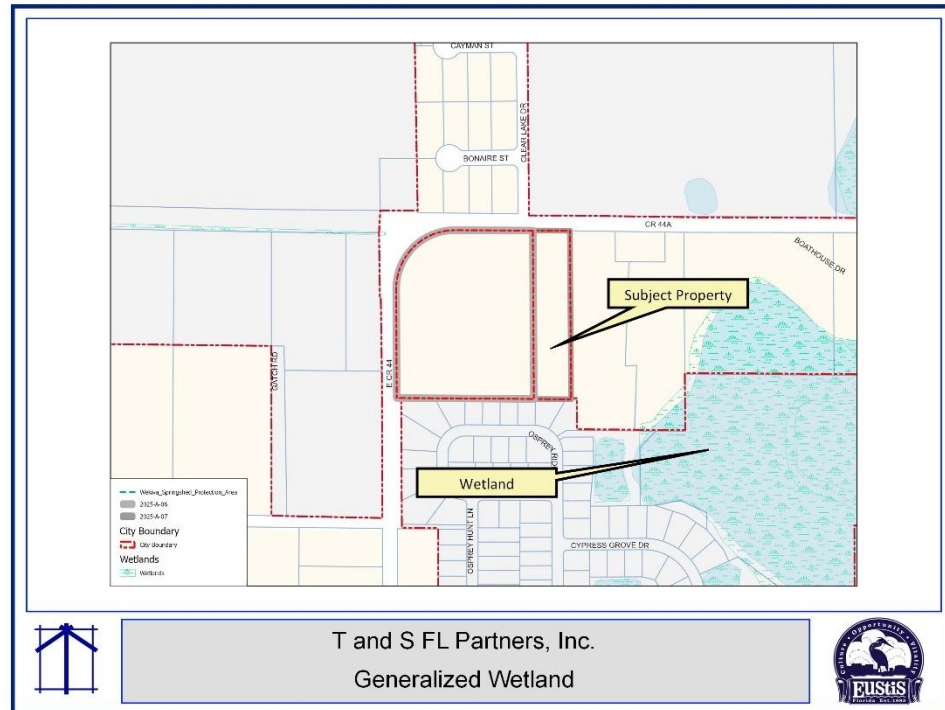
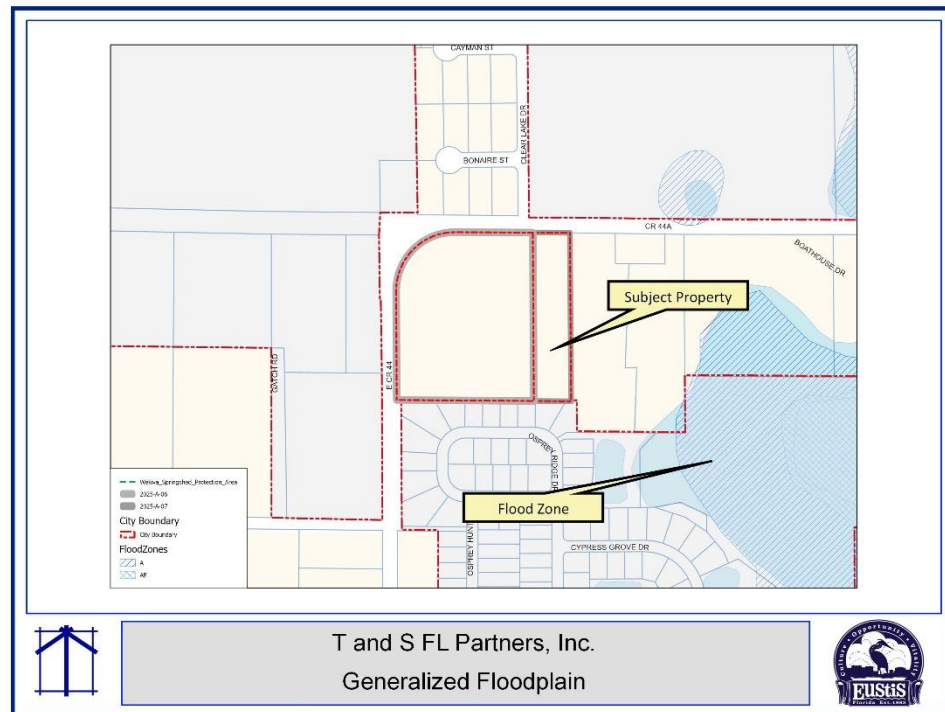


b. Historical or archaeological sites:

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:

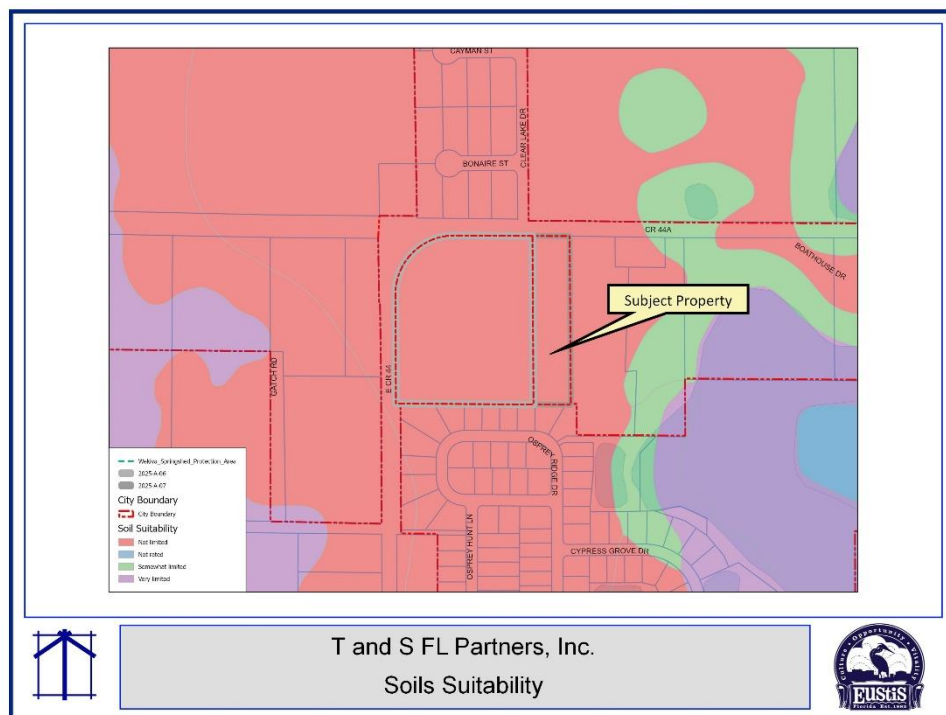
The subject property is not impacted by a 100-year flood zone area. Source - Lake County GIS - 2012 Flood Zones. Development of the property poses no wetland impacts, as no wetlands exist on the property.



d. *Soil and topography:*

The soils appear to pose no limitations for development. At the development application stage, soils and geotechnical reports will be required as part of the application packages, as well as, for permitting for development with the applicable state agencies.

As site plan and building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.



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:

Policy I-1.3.2 Urban Low Density Future Land Use Category

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 institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.

TYPICAL USES INCLUDE:

- Residential;
- Nursing and personal care facilities; • Civic uses;
- Residential professional offices;
- Passive parks;
- Religious organizations;
- Day care services;
- Schools;
- Commerce uses, including: services, retail trade, finance, insurance and real estate as allowed pursuant to Policy I-1.3.10 Commercial Activities within the Urban Future Land Use Series (... Lake County shall allocate sufficient land area to accommodate commercial activities that provide goods and services, with consideration to economic benefits and environmental impacts to the County. For the purposes of this Objective, the term —Commercial shall include commercial, retail, office, limited light industrial uses, and other uses commonly associated with these activities. The location and distribution of commercial land uses within Lake County shall be guided by information contained in the Data Inventory and Analysis for the Future Land Use and Economic Elements. The policies below shall apply to commercial development within the Urban Future Land Use Series.); and
- Public order and safety.

Proposed Land Use According to the Eustis Comprehensive Plan:

General Commercial

(GC)

The GC designation is intended to provide an area consisting of primarily free-standing commercial land uses serving both motorists and local residents.

General Range of Uses: General Commercial may include a variety of free-standing retail and service uses and small strip centers including automotive-oriented uses such as service stations and auto sales as well as outdoor recreation, and schools. Public and utility services and facilities that are 5 acres or less in size are also permitted.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of 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 du/acre, and other Lake County Comprehensive Plan policies would allow for some commercial, while the City of Eustis GC (General Commercial) would allow for a greater variety of commercial uses while limiting residential options.

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 to the proposed residences.

Not applicable.

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.

The proposed future land use does not allow for industrial-type uses that may be incompatible with existing residential uses. Through the site

development process, each project is evaluated, and the appropriate land development regulations are applied to mitigate potential incompatibility.

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 commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed GC land use. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. Prior to the development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

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 both 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.

c. *Inconsistent with Surrounding Uses:*

Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

City commercial future land use has been designated for the west side of the CR 44/44A intersection. The General Commercial FLU would not be inconsistent for the area.

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. 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, in close proximity to the site. Adequate capacity is available to serve future development consistent with the requested 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 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.

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 GC land use will provide for orderly growth and development. This designation would advance the public interest by potentially providing additional commercial 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.

Analysis of Design District Request (**Ordinance Number 25-22**):

Form-Based Code:

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 and rural transect

1. Standards for Review:

The Land Development Regulations include the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a. Section 102-17(a) "...Section 109-3 Design Districts:

identifies the definition, structure, and form of each design district. The assignment of design district must follow the district pattern and intent.”

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Corridor). The Suburban development pattern and intent, and the Suburban Corridor definition, structure and form description are stated below. The assignment of a Suburban Corridor design district designation is appropriate due to the established and proposed development patterns in the area.

b. Sec. 109-3.4. Suburban development pattern intent statements:

Intent. Suburban development pattern...relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Each land use provides for pedestrian and bicycle connections.

Design districts – Suburban center.

- a. Definition. Mix of commercial, office, and potentially multifamily residential uses.*
- b. Structure. Development blocks organized with streets, pedestrian walkways and driveways.*
- c. Form. Mix of nonresidential uses from office to commercial with supportive uses adjacent to larger use types.*

A Suburban Corridor designation follows the district pattern and intent outlined in the Land Development Regulations and is consistent with the existing transect in the area.

c. Section 102-17(a)

The following guidelines must be followed when proposing the reassignment of design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed. A Eustis design district designation must be assigned to annexed property. The proposed design district is compatible with the surrounding design districts.

d. Consistent with Comprehensive Plan:

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Comprehensive Plan.

e. *Consistent with Surrounding Uses:*

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Corridor definition, structure and form are compatible with the existing uses and any proposed uses permitted under the General Commercial and Suburban Residential future land use designations in the area.

f. *Changed Conditions:*

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation, and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

g. *Public Facilities.*

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting is not proposed. Assigning a design district to an annexation property will not change the demand impact on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also, see the analysis of public facilities in the above sections of this report.

h. *Impact on Environment:*

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcel. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity, and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.

i. Property Values:

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting is not being proposed. A City of Eustis design district designation must be assigned to the annexed property. This request should not affect property values because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

j. Orderly Development Pattern:

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The request is the assignment of a design district to an annexation parcel, not redistricting. However, the proposed Design District designation is consistent with the suburban development pattern identified in Section 109-5.5 of the Land Development Regulations. Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

k. Public Interest and Intent of Regulations:

Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The request is the assignment of a design district to an annexation parcel, not redistricting. The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

l. Other Matters:

Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is the assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land use, densities, intensities, or required open space. The districts, therefore, must be consistent and follow the urban, suburban, and rural transects. This request assigns a Suburban Corridor design district designation to an annexation parcel, which is consistent with the existing transect.

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	25-23
Ordinance Subject	Annexation 2025-CPLUS-07
Legal Advertising Date	July 28, 2025
First Reading On	8/7/2025
Second Reading On	8/21/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 2.8 ACRES OF REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBER 3959037, LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 25-23

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 2.8 ACRES OF
REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S
ALTERNATE KEY NUMBER 3959037, LOCATED ON THE EAST SIDE OF
THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.**

WHEREAS, Denton Cairnes & Travis Sawchuk have made an application for voluntary annexation, on behalf of W.D. of America, Inc., the property owner, for approximately 2.8 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A, more particularly described as:

Parcel Alternate Key: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehner's Subdivision, according to the plat thereof, as recorded in Plat Book 1 , Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 1 1 5.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902. 10 Square Feet or 2.80 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey 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 August 7, 2025, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on August 21, 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 2.8 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 21st day of August 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 this 21st day of August 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 for form and legal content for the use and reliance of the Eustis City Commission; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office

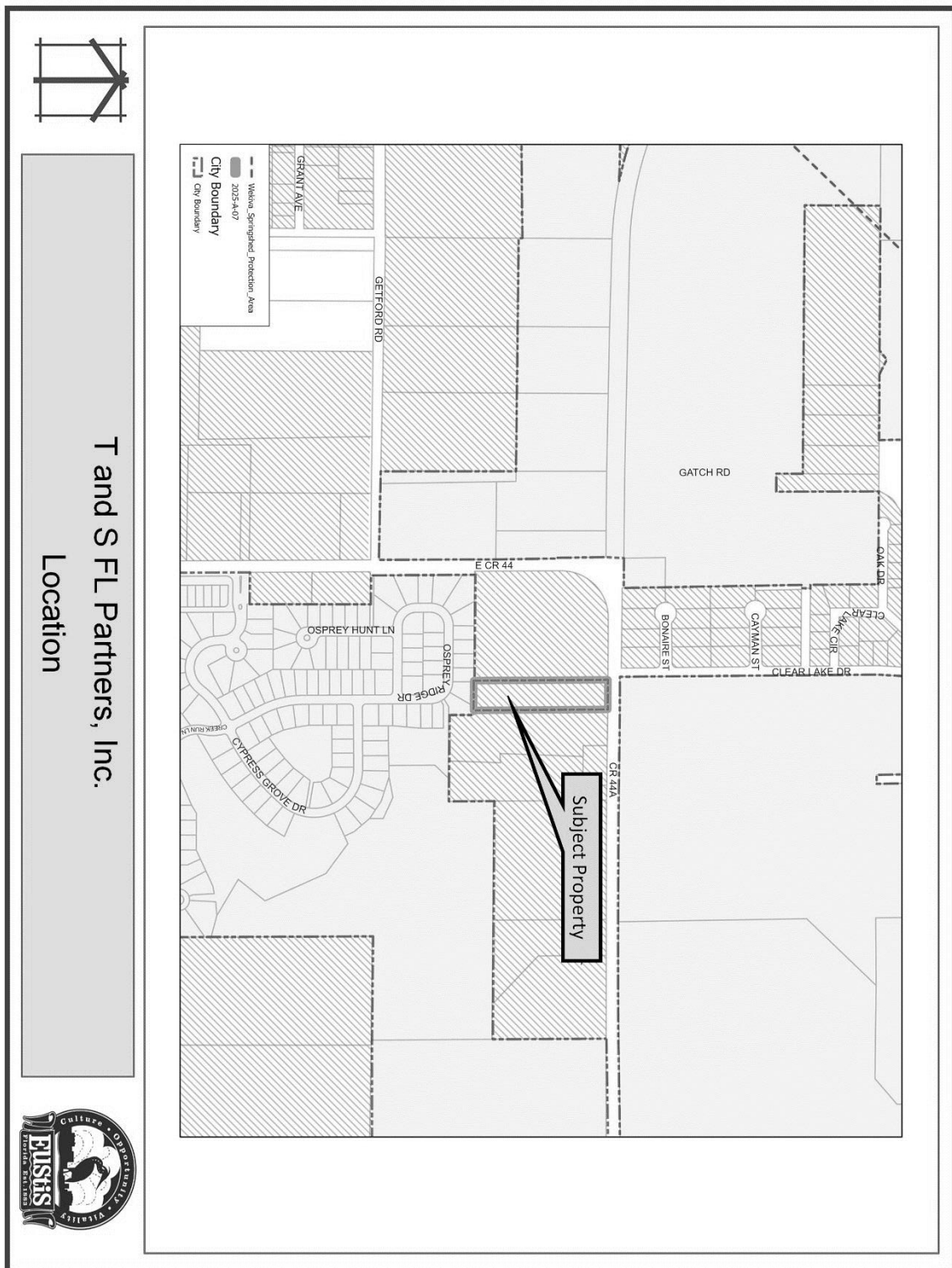
Date**CERTIFICATE OF POSTING**

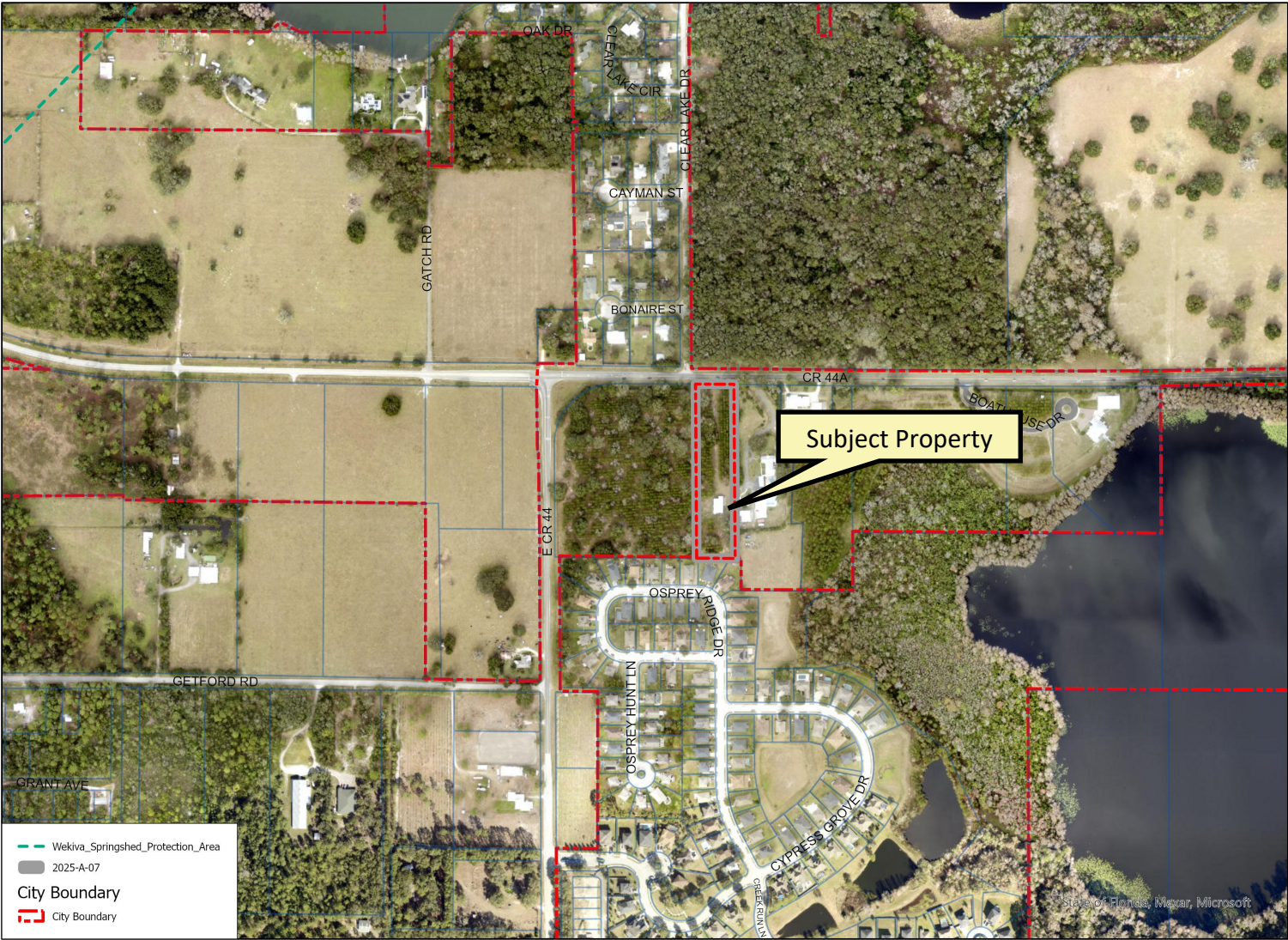
The foregoing Ordinance Number 25-23 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Date

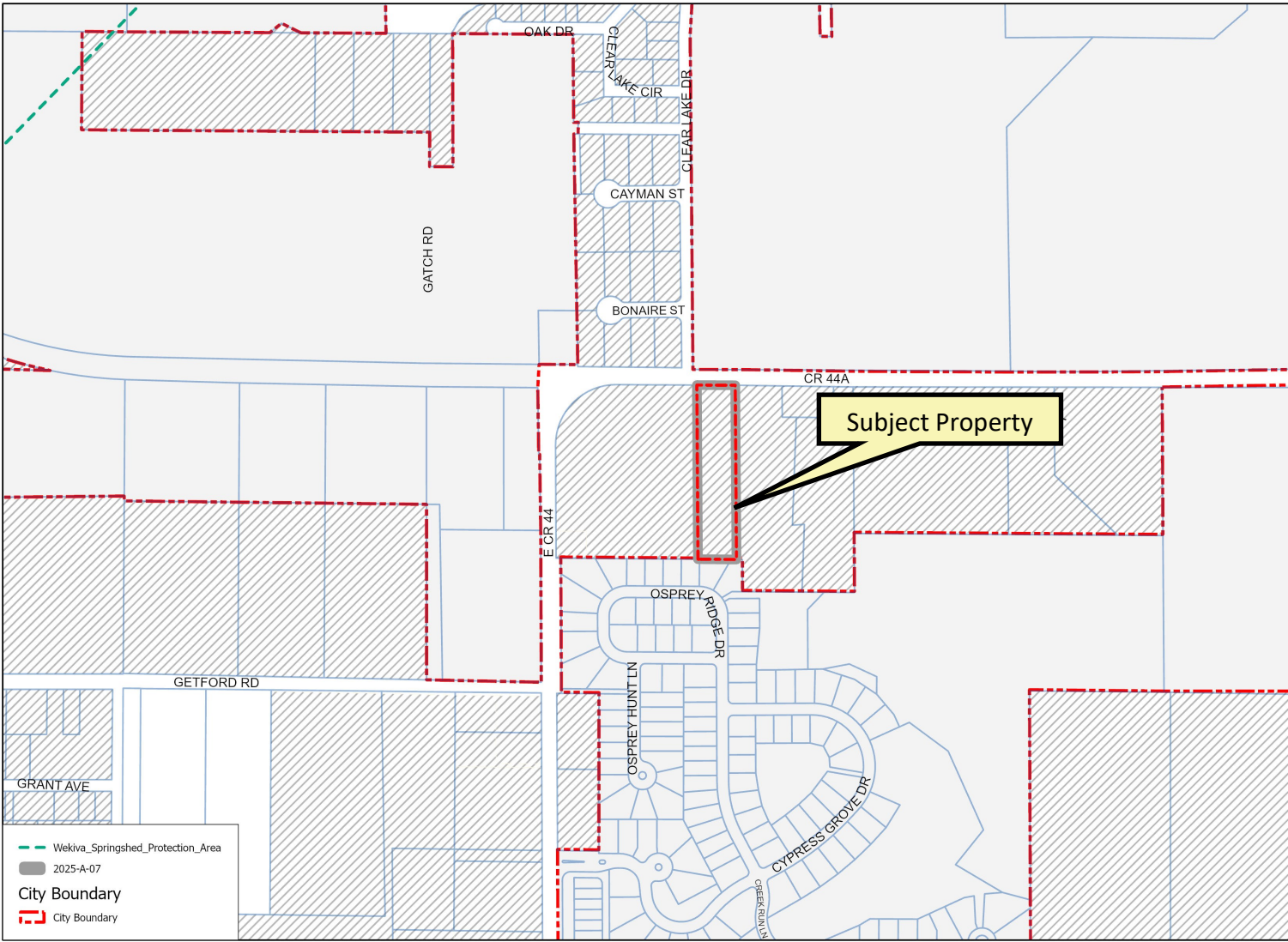
EXHIBIT A





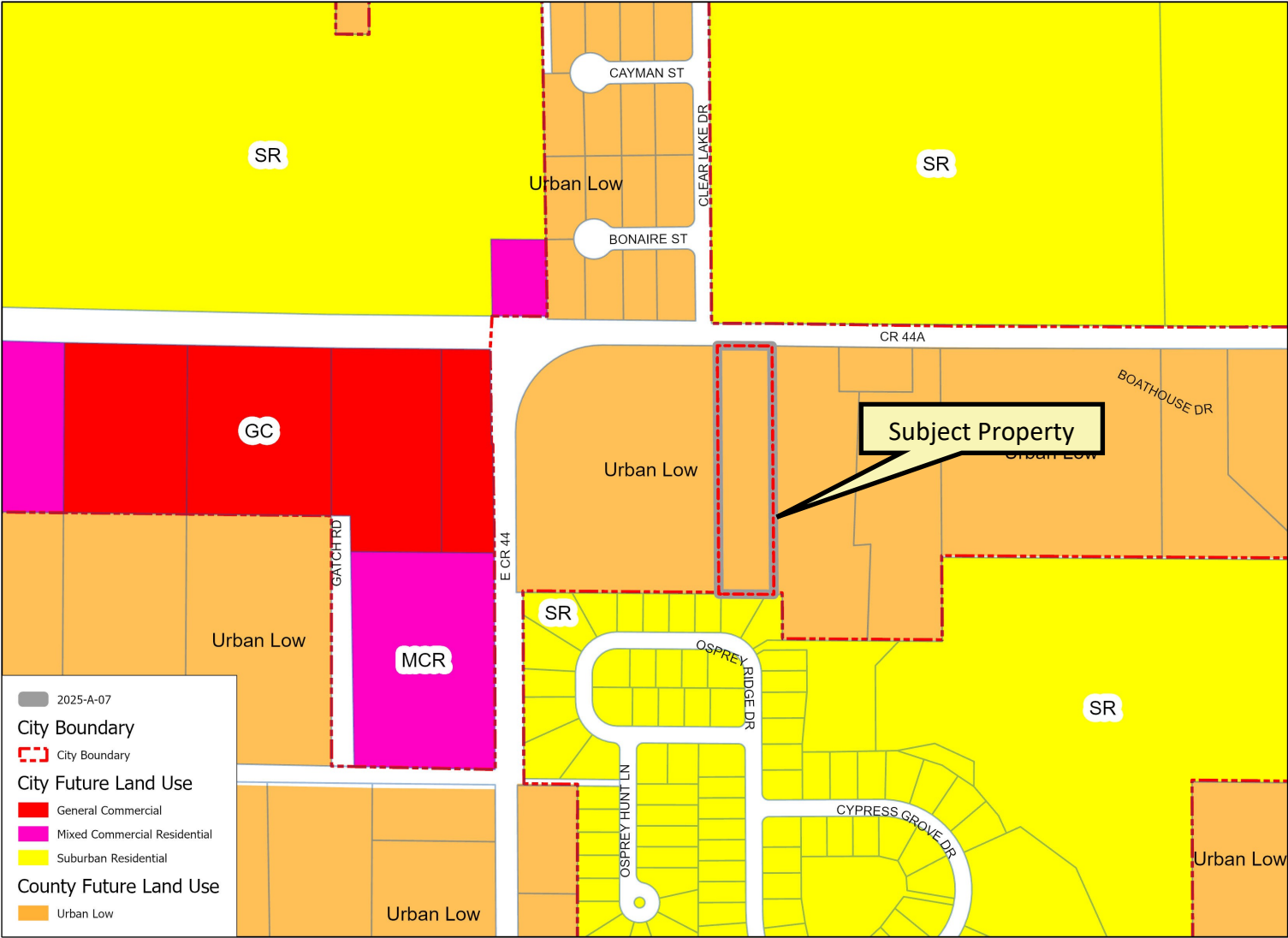
T and S FL Partners, Inc.
Aerial Location





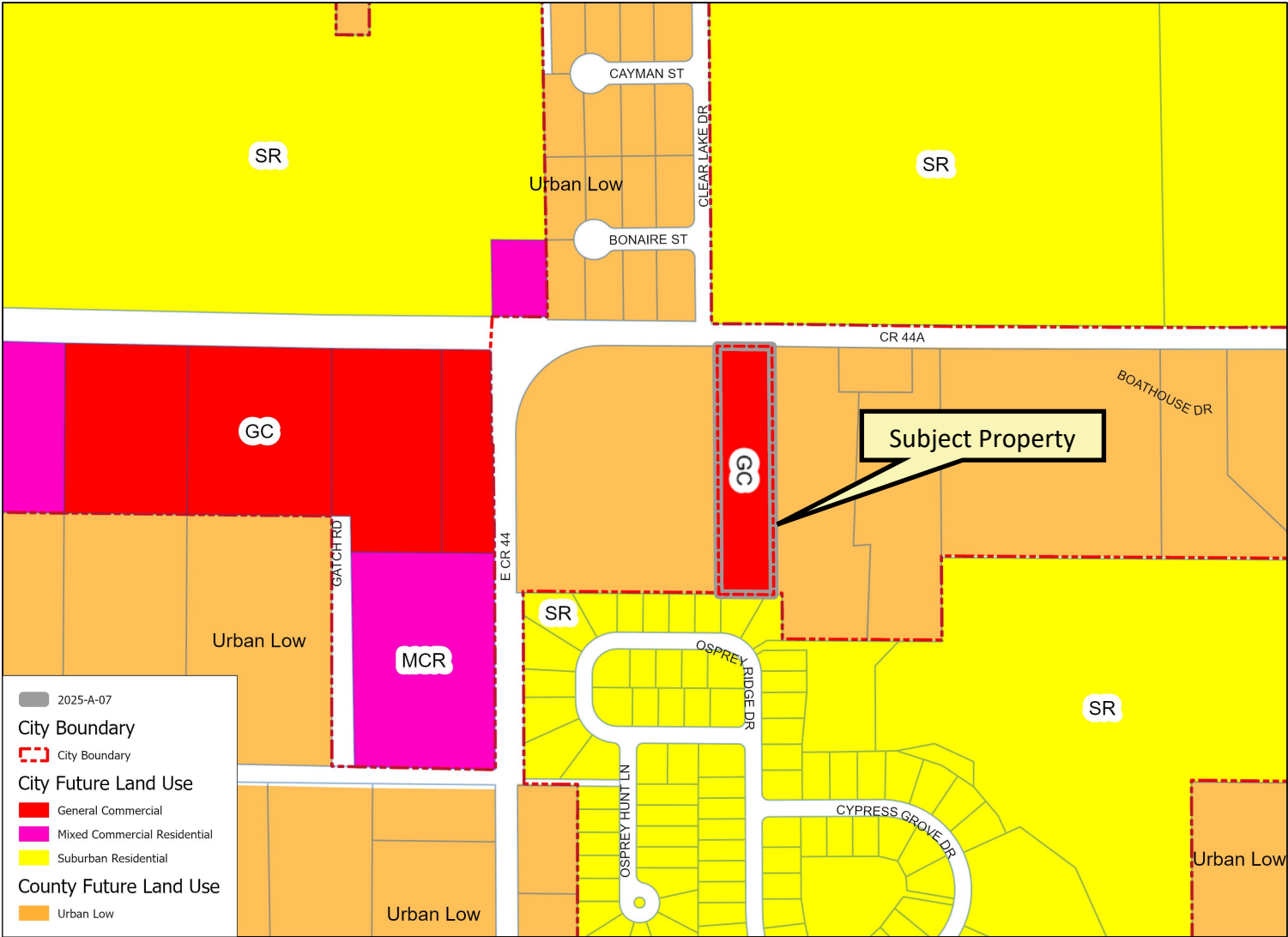
T and S FL Partners, Inc.
Location





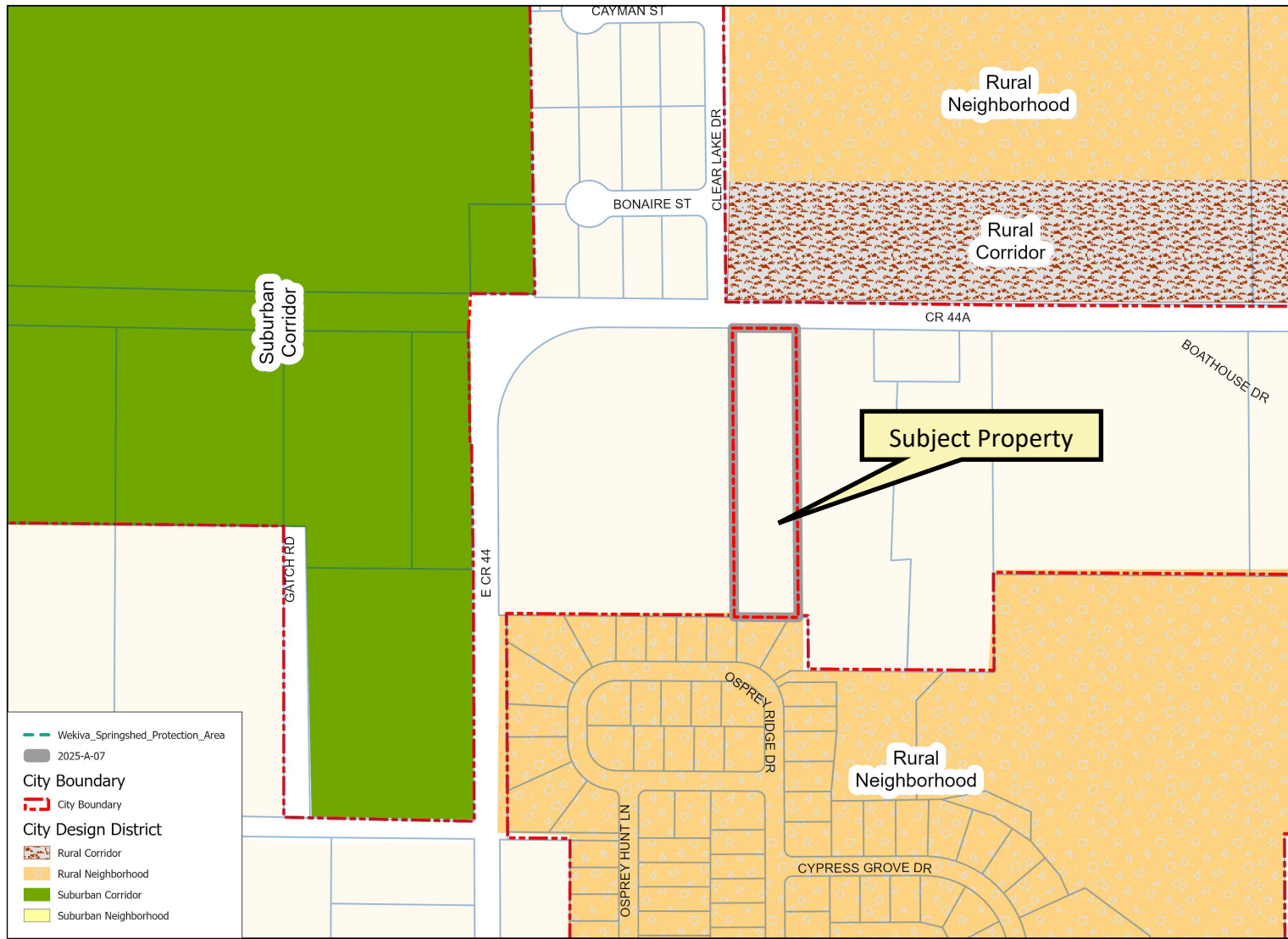
T and S FL Partners, Inc.
Future Land Use (Current)





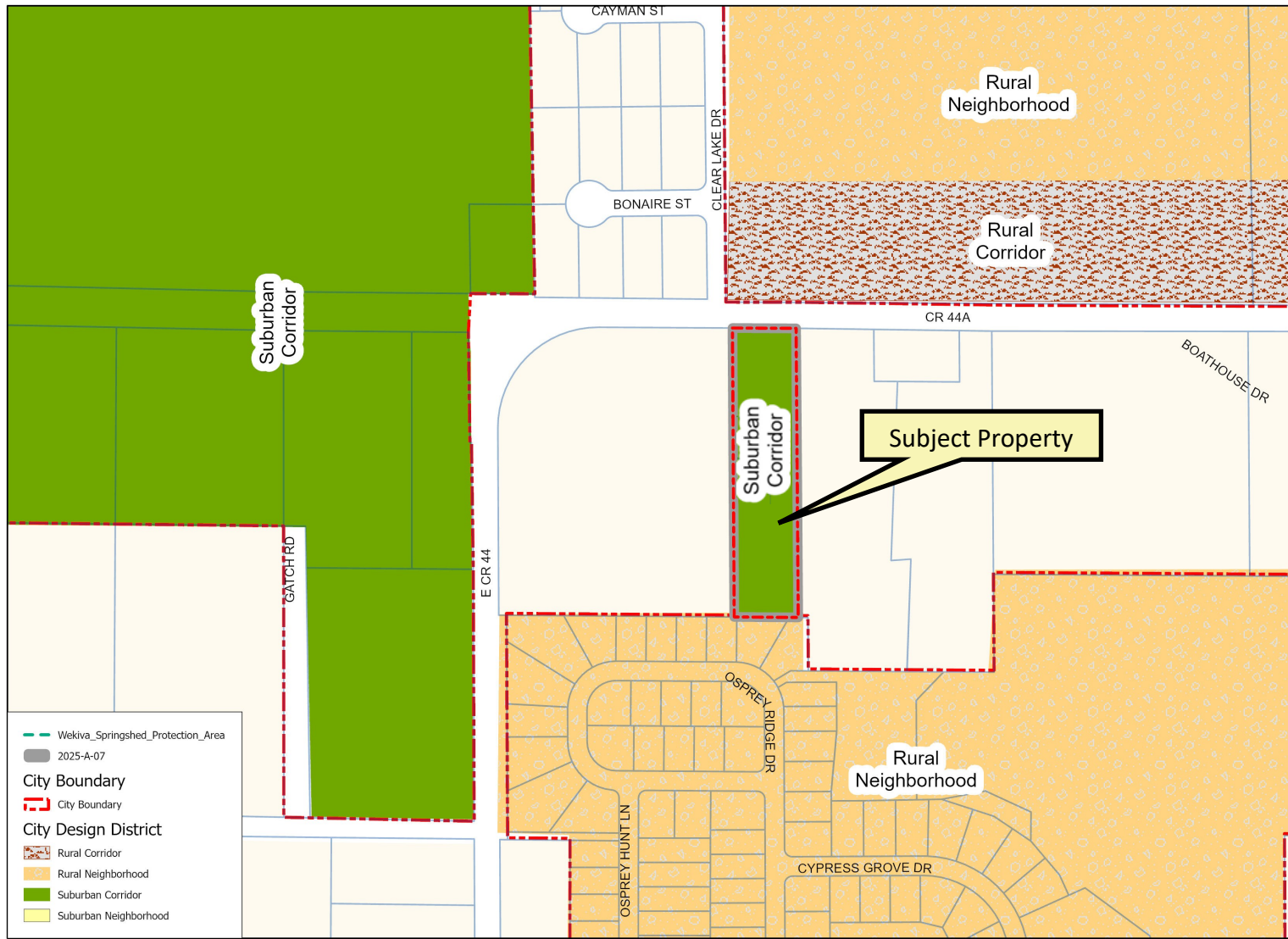
T and S FL Partners, Inc.
Future Land Use (Proposed)





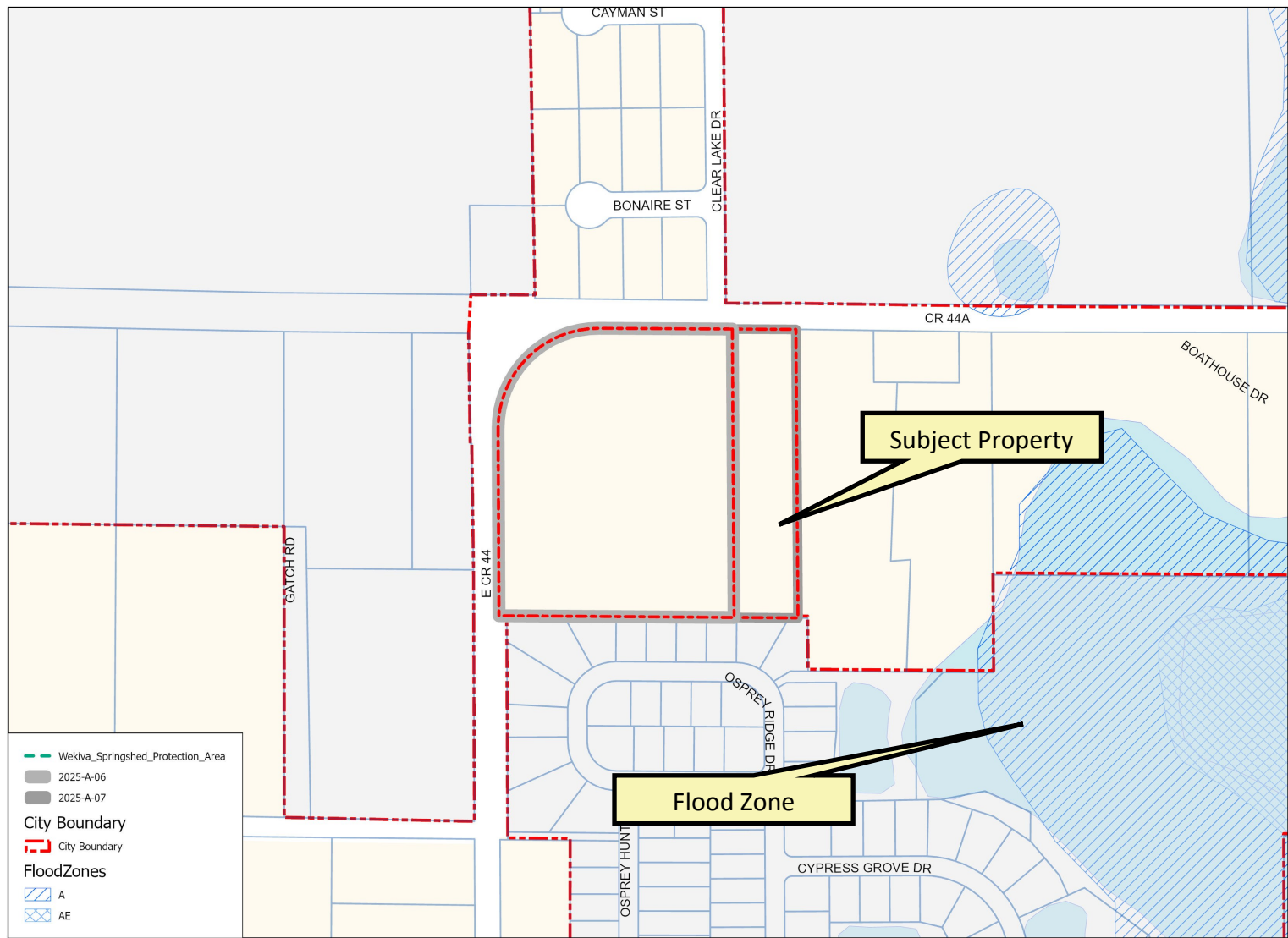
T and S FL Partners, Inc.
Design District





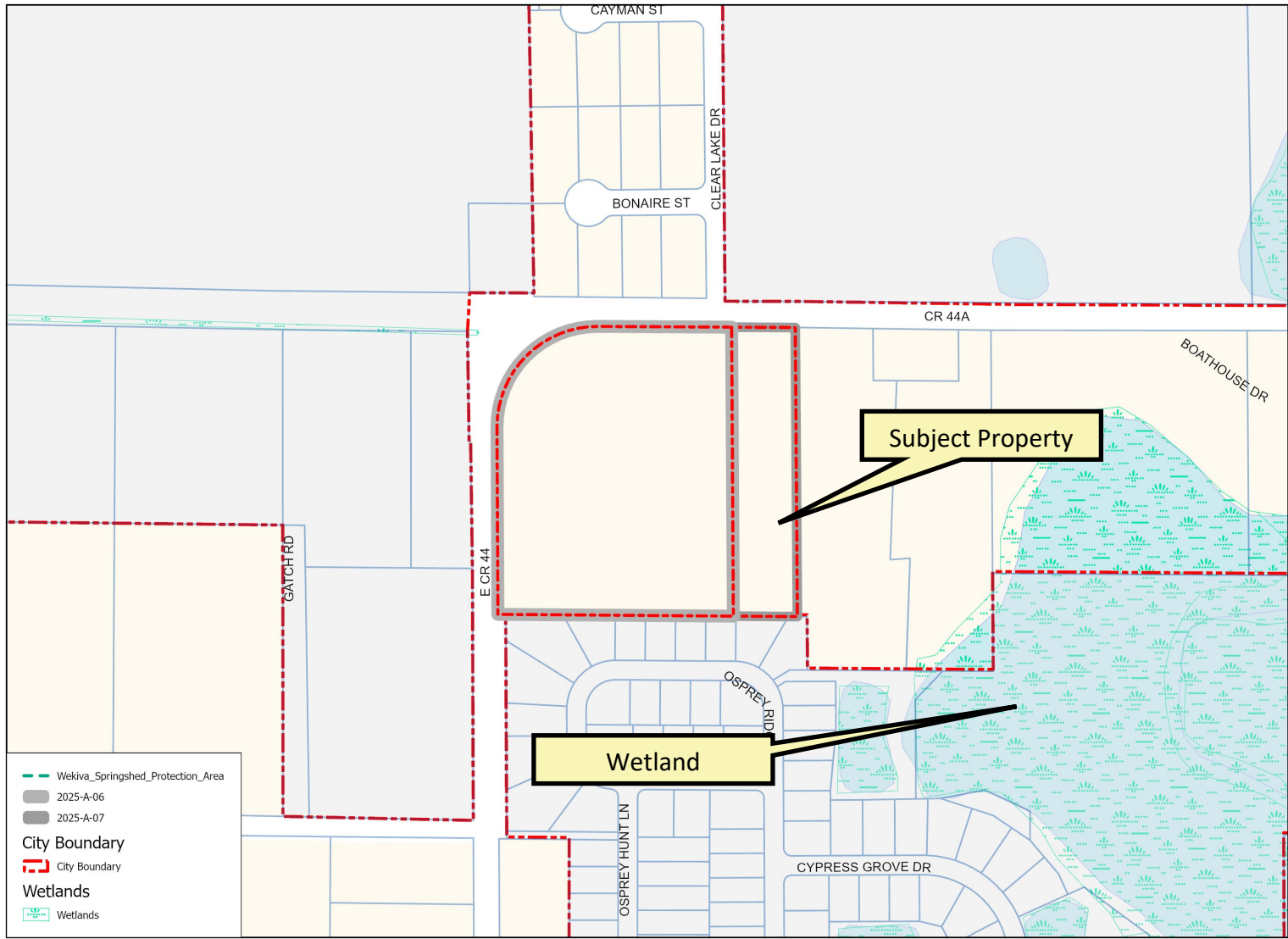
T and S FL Partners, Inc.
Design District





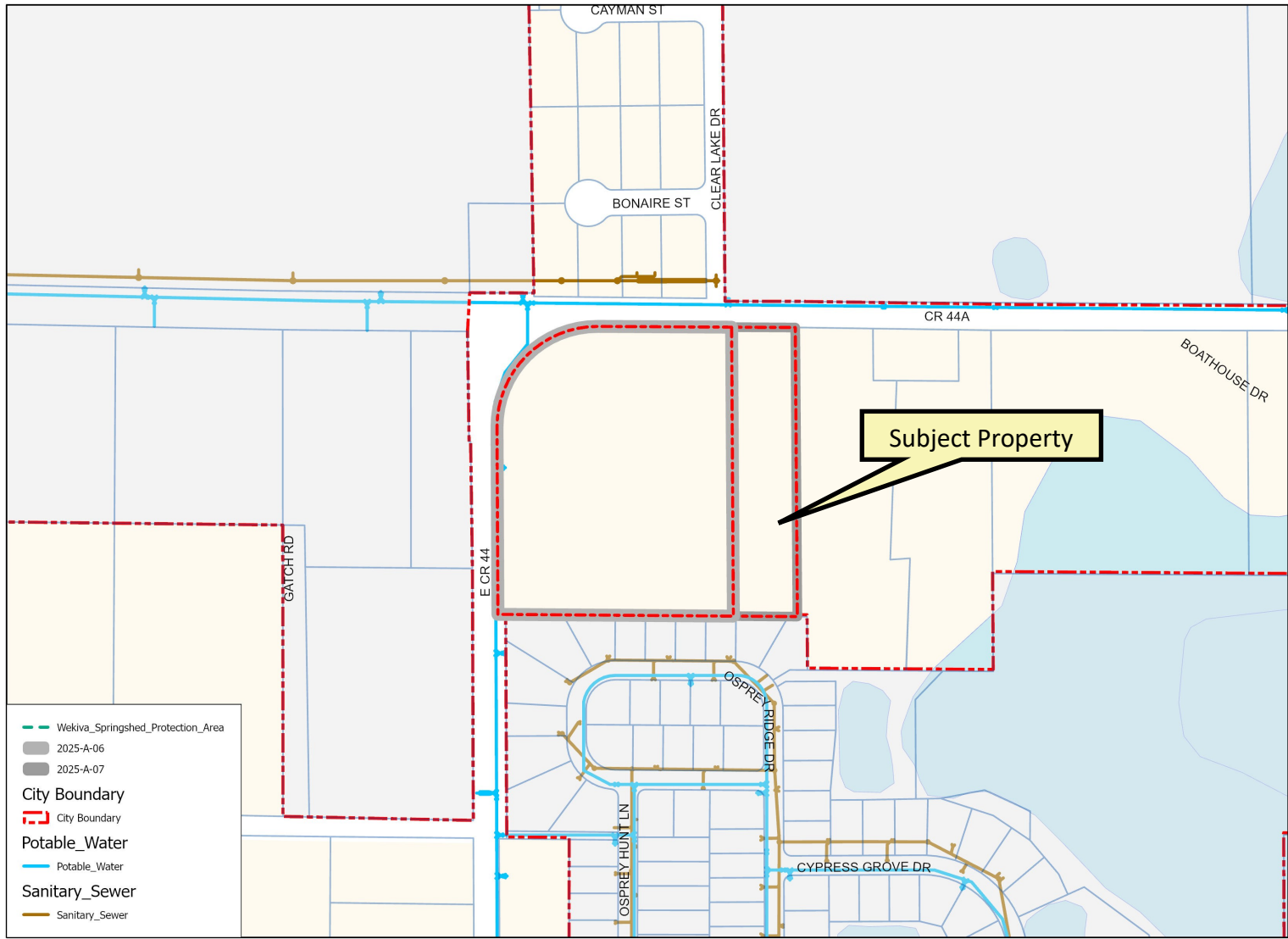
T and S FL Partners, Inc.
Generalized Floodplain





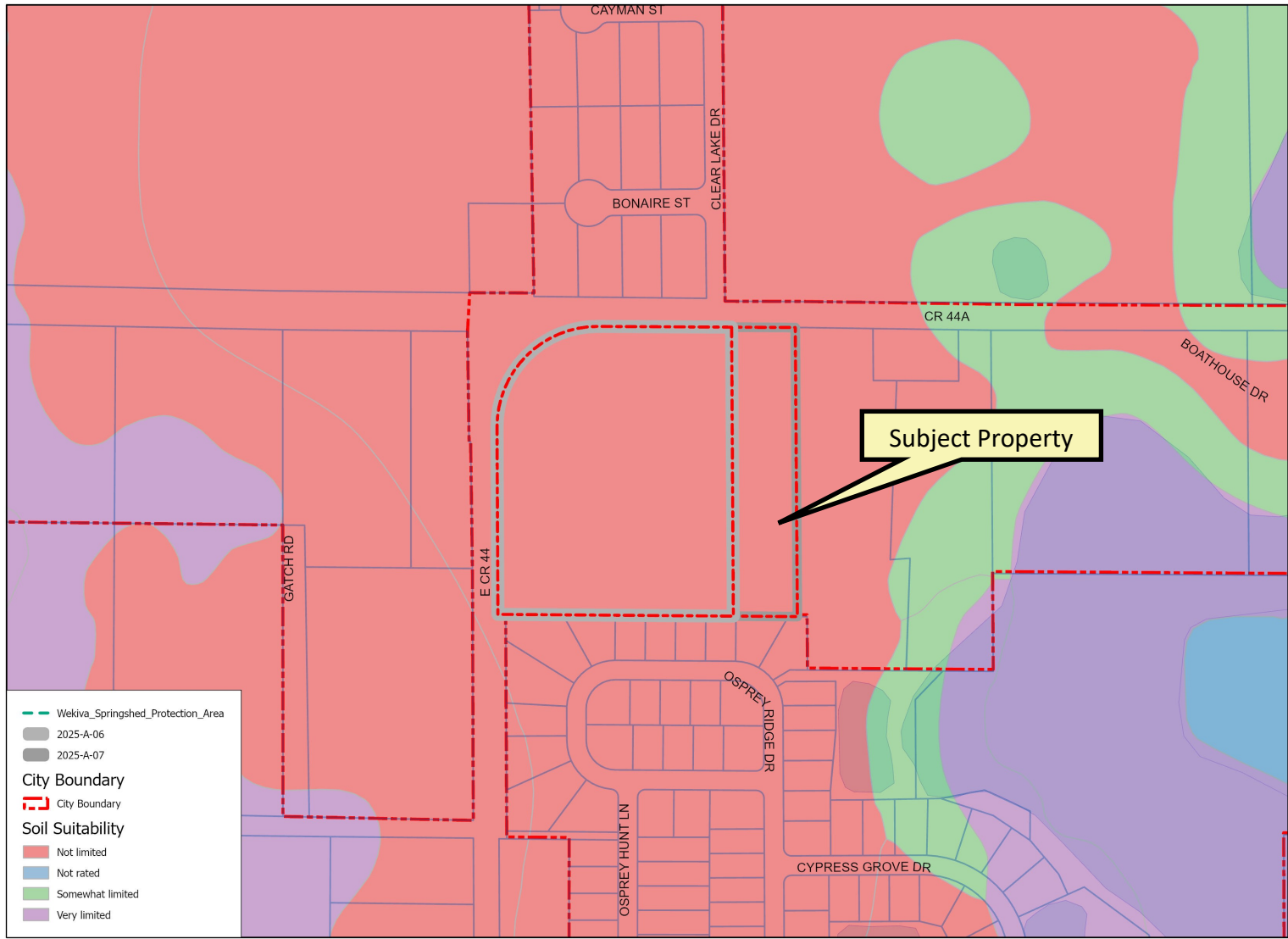
T and S FL Partners, Inc.
Generalized Wetland





T and S FL Partners, Inc.
Generalized Utilities

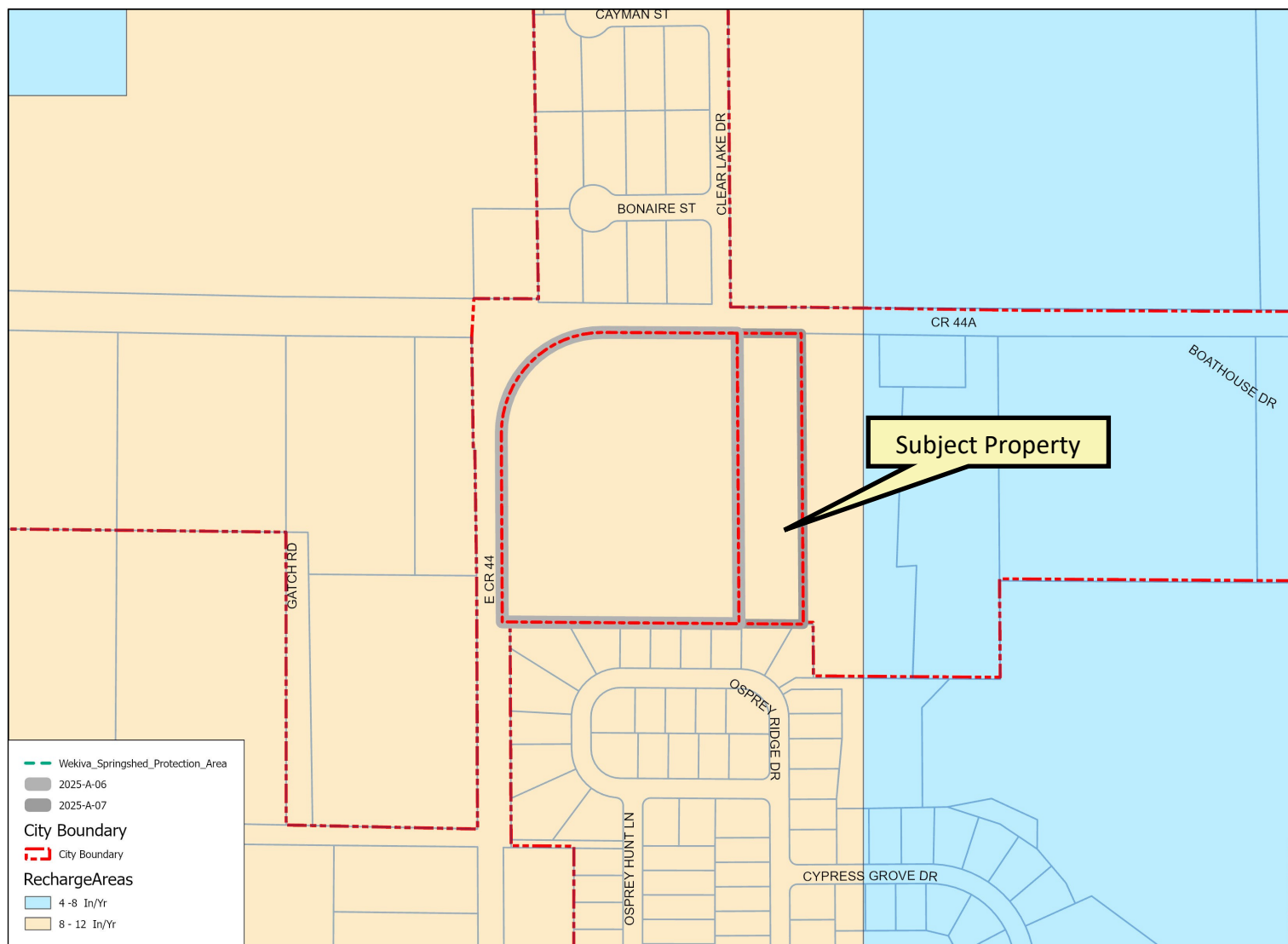




T and S FL Partners, Inc.

Soils Suitability





T and S FL Partners, Inc. Generalized Potential Recharge



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	25-24
Ordinance Subject	Future Land Use Map Amendment 2025-CPLUS-07
Legal Advertising Date	July 28, 2025
First Reading On	8/7/2025
Second Reading On	8/21/2025

Ordinance Title

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 2.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 25-24

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 2.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 2.8 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A and more particularly described herein; and

WHEREAS, on August 7, 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 August 7, 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 August 21, 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 **General Commercial (GC)** within the City of Eustis:

Parcel Alternate Key: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehner's Subdivision, according to the plat thereof, as recorded in Plat Book 1 , Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902.10 Square Feet or 2.80 Acres, more or less.

(THE FOREGOING LEGAL DESCRIPTION WAS COPIED FROM THE APPLICANT'S SUBMITTED SURVEY 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 Commerce 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 Commerce 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 Commerce.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 21st day of August 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 21st day of August 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.

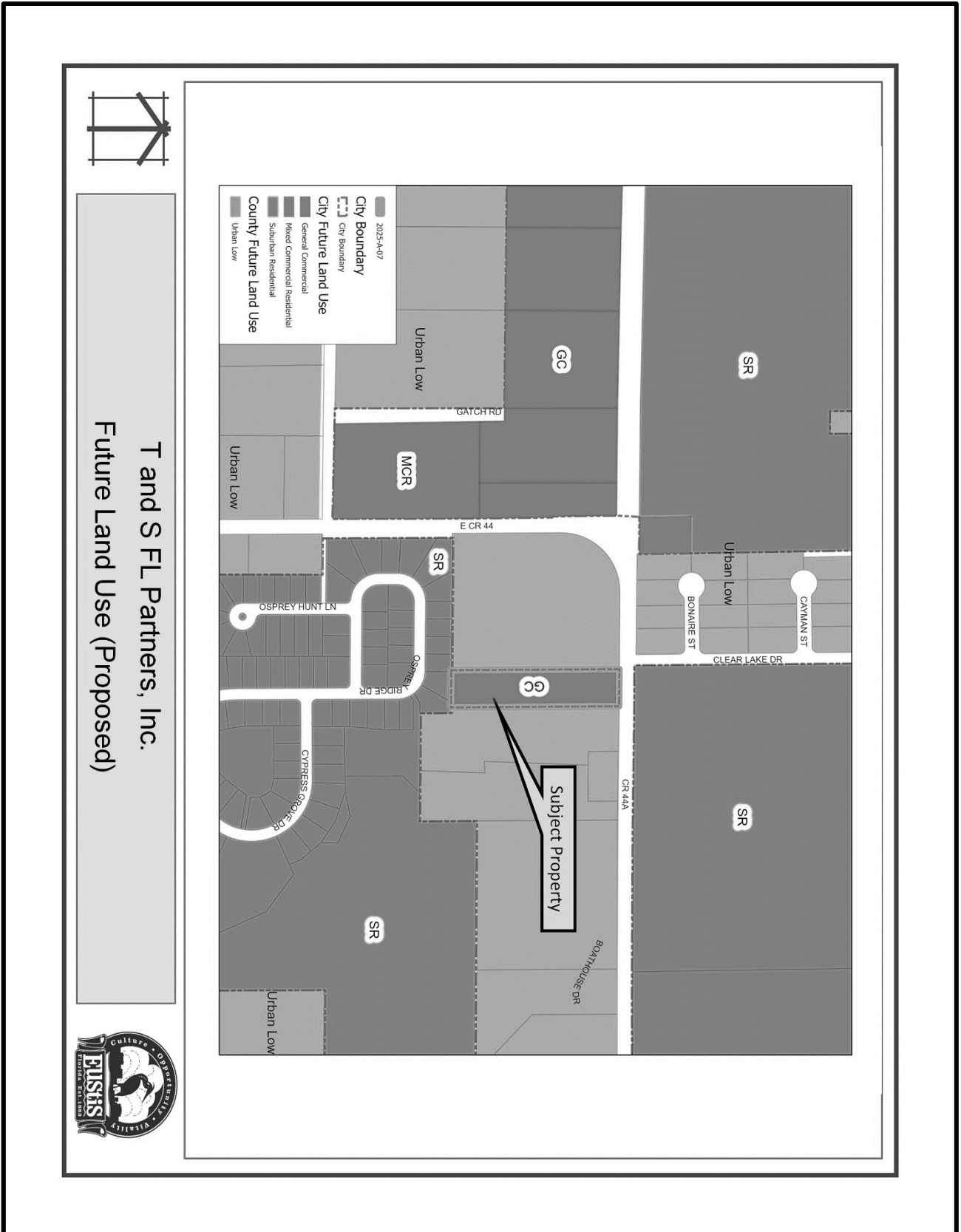
City Attorney's Office

Date**CERTIFICATE OF POSTING**

The foregoing Ordinance Number 25-24 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



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	25-25
Ordinance Subject	Design District Map Amendment 2025-DD-07
Legal Advertising Date	July 28, 2025
First Reading On	8/7/2025
Second Reading On	8/21/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 2.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A

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 enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 25-25

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 2.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 2.8 acres of recently annexed real property further described below, and

WHEREAS, on August 7, 2025, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on August 21, 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: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehner's Subdivision, according to the plat thereof, as recorded in Plat Book 1 , Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows: Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 1 1 5.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the

Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902.10 Square Feet or 2.80 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey 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 25-23

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 21st day of August 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 21st day of August 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

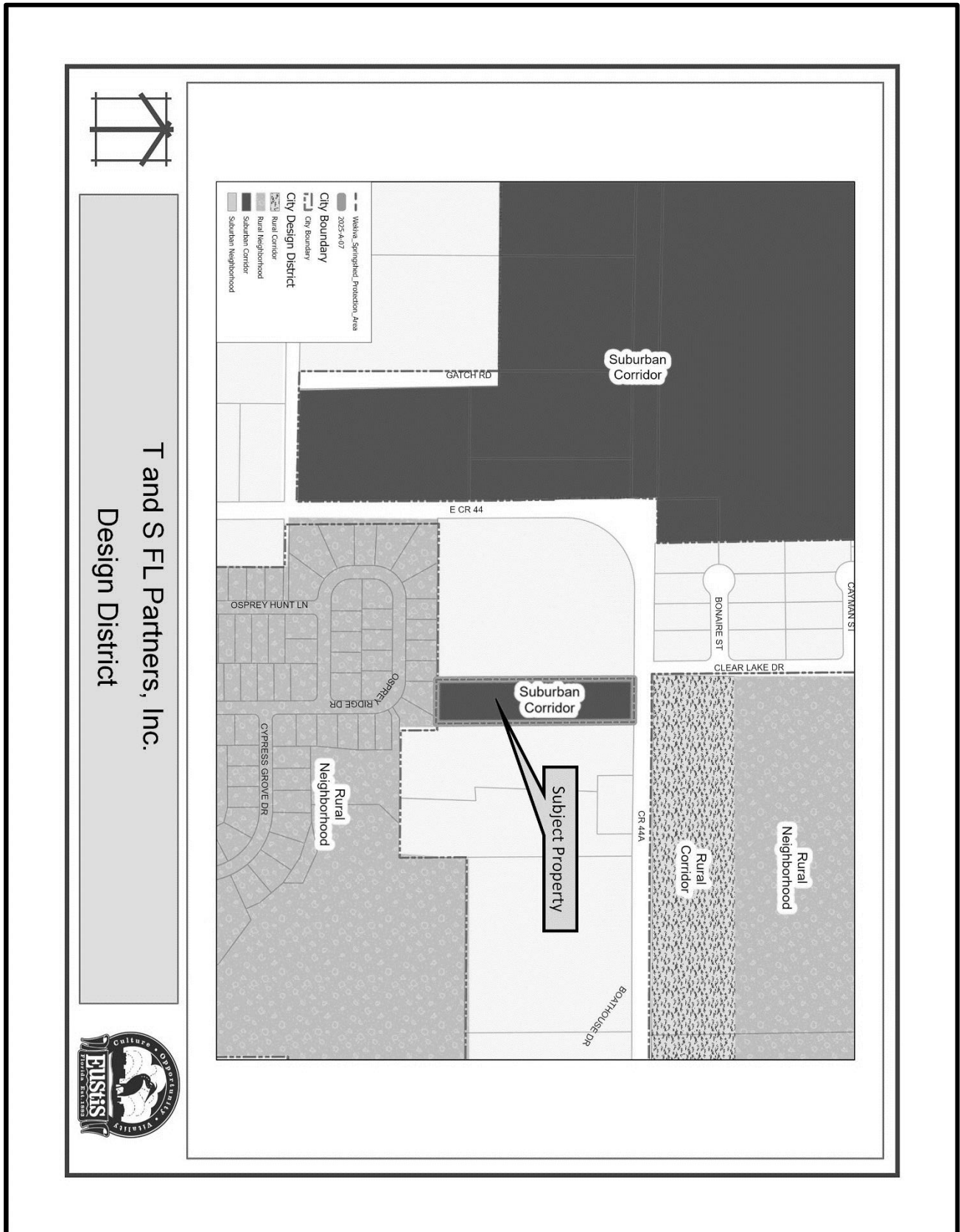
CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-25 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





City of Eustis

Item 6.8

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

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: AUGUST 21, 2025

RE: ORDINANCE NUMBER 25-26: ANNUAL UPDATE OF THE FIVE-YEAR CAPITAL IMPROVEMENTS SCHEDULE OF THE COMPREHENSIVE PLAN FISCAL YEAR 2026-30

Introduction:

This report seeks acceptance of the City of Eustis Five Year Capital Improvement Plan (CIP) FY2026-2030. Ordinance Number 25-26 approves the FY2026-30 annual update of the Five-Year Capital Improvements Schedule of the Comprehensive Plan under F.S. 163.3177(3)(b).

Background:

The Five-Year CIP identifies five years of capital improvement needs for the City of Eustis. The plan includes major capital projects and acquisitions of over \$25,000 with a useful life of five or more years. It also includes repair and maintenance projects when the cost meets the budget threshold.

Department Directors provided updated information on projects previously submitted for the CIP as well as new project needs and evaluated those projects based on current economic conditions, requirements of the Comprehensive Plan, requirements to implement the City's Strategic Plan, the need to expand City service levels and the need to meet renewal and replacement demands on existing infrastructure. Department Directors reviewed the CIP submittals and prioritized the projects based on the following criteria:

1. Risk
 - Safety concerns
 - Hazardous conditions
 - Replace/update equipment or facilities that are outdated or in need of repair
 - New compliance requirements from other agencies
2. Return on Investment
 - Highly visible projects
 - Benefit outweighs the cost of the project within a short period
 - Project has the potential to generate economic development

3. Level of Service Maintenance

- Needed to maintain the City's desired service levels

4. Improved Level of Service

- New or improved level of service based on increased demand

The Finance Department used a conservative approach to forecast capital revenue by analyzing collections for the past five years for trends and economic fluctuations. Based on that analysis, the anticipated revenue and expenditures are as follows:

- Building Fund - 1% as building permits are anticipated to remain flat, Law Enforcement Capital Expansion, Fire Prevention Expansion, Library Expansion and Street Improvement - 3%, Sales Tax Fund - 4%, CRA - 5%, and Stormwater - 8% as a best guess for increased stormwater fees based on the rate study currently being conducted.
- Water & Sewer revenue projections include a 3-4% increase per year for FY26/30 due to new construction developments and annual service fees increases.
- Going forward, expenditure projections include a 5% annual increase for all funds for FY26/30.

Some of the major projects included in the plan are the following:

- Fire Station # 3 (Fire/Sales Tax)- \$3,250,000
- Street Resurfacing Citywide (Roads/Sales Tax) - \$2,480,000
- Library Expansion (Library/Sales Tax) - \$2,000,000
- Fire Trucks (2) (Fire/Sales Tax) - \$2,000,000
- Ground Storage Tank (Utility/Water) - \$1,900,000
- Building Improvements (PW/Sales Tax) - \$1,655,500
- Vehicle Replacements (Police/Sales Tax) - \$1,575,000
- Process & Clarification Tank Rehabilitation (Utility/Sewer) - \$1,520,000
- Floating Solar Panels (Utility/Sewer) - \$1,500,000
- New Facility Building/Fire Admin (Building/Sales Tax) - \$1,790,000
- Heathrow WTP Ground Storage Tank (Utility/Water) - \$1,160,000
- Water Meter Rebuild & Replace (Utility/Water) - \$1,040,000
- New ERP System Finance/Utility (Sales Tax/Utility CS) - \$1,000,000

The CIP process occurs annually, enabling the city to assess projects in light of evolving circumstances and changing priorities. The plan underwent thorough examination by City staff and the City Commission. The final Plan is now put forth for approval.

The cumulative CIP amount for the upcoming five years stands at \$61,021,906. The capital projects scheduled for FY2025/26 will be incorporated as part of the FY2025/26 Annual Budget scheduled for approval on September 18, 2025.

Recommended Action:

Staff recommends approval of Ordinance Number 25-26.

Community Input:

Staff will properly advertise the Ordinance and invite public input prior to the second Ordinance reading on September 4, 2025.

Budget/Staff Impact:

There is no specific staff or budget impact associated with approval of the Ordinance other than the budgetary impact of the Plan itself. The Plan, if approved, will be included in the proposed FY2025/26 Annual Budget to be presented to the Commission at the September 18th, 2025, meeting scheduled to be held at the City Commission Chambers.

Prepared By:

Lori Carr, Finance Director

Reviewed By:

Mari Leisen, Deputy Finance Director

ORDINANCE NUMBER 25-26

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING THE ANNUAL UPDATE OF THE FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF THE COMPREHENSIVE PLAN UNDER FLORIDA STATUTES 163.3177(3)(b); PROVIDING FOR CONFLICTING ORDINANCES, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida Statutes 163.3177(3)(b) requires the City to undertake an annual review of the Capital Improvements Element and update the Five-Year Capital Improvement Schedule by Ordinance; and

WHEREAS, the City Commission has reviewed and accepted the Five-Year Capital Improvement Plan for Fiscal Year 2026 through the Fiscal Year 2030;

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

Section 1.

The Capital Improvement Plan for Fiscal Year 2026 through the Fiscal Year 2030 is hereby adopted as the annual update of the Five-Year Capital Improvement Schedule in the Capital Improvement Element based on the Comprehensive Plan requirements.

Section 2.

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

Section 3.

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.

That this Ordinance shall become effective immediately on passing.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 21st day of August, 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 21st day of August 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 on the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-26 is hereby approved. 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: August 21, 2025

RE: City Manager's Performance Evaluation

Introduction:

The City Commission is required to review annually the performance of the City Manager. Attached for your review and discussion is the performance evaluation form used in previous years.

Background:

In 2023, the City Commission approved the attached form and decided the use of the form would be voluntary by each Commissioner. The HR Director scheduled individual meetings with each City Commissioner to provide input to the City Manager on his performance and future goals to work toward. The formal review of the City Manager's performance was then placed on the City Commission agenda for discussion at a September City Commission meeting.

Recommended Action:

It is recommended the City Commission use the same form and to repeat the same process for this year's evaluation, unless the Commission provides other direction.

Prepared By:

Karen Crouch, Human Resources Director

CITY OF EUSTIS

CITY MANAGER PERFORMANCE EVALUATION

Item 7.1

EVALUATION PERIOD: September 2024 through August 2025

This form is to be used to evaluate the City Manager's performance in each of the areas listed. Performance standards and goals can be rated using the following scale:

- 1 = Poor (rarely meets expectations).
- 2 = Below average (sometimes does not meet expectations).
- 3 = Satisfactory (meets performance expectations).
- 4 = Above average (generally exceeds performance expectations).
- 5 = Excellent (almost always exceeds expectations and performs at very high standard).

SECTION 1 – PERFORMANCE STANDARDS:

1. PERSONAL

- _____ Invests sufficient effort toward being diligent and thorough in the discharge of duties.
- _____ Composure, appearance, and attitude fitting for an individual in this executive position.

2. PROFESSIONAL SKILLS AND STATUS

- _____ Knowledgeable of current developments affecting the management field and affecting city governments.
- _____ Respected in management profession.
- _____ Has a capacity for and encourages innovation.
- _____ Anticipates problems and develops effective approaches for solving them.
- _____ Willing to try new ideas proposed by Commissioners or staff.

3. RELATIONS WITH CITY COMMISSIONERS

- _____ Carries out directives of the City Commission as a whole rather than those of any one Commissioner.
- _____ Assists the Commission on resolving problems at the administrative level to avoid unnecessary Commission action.
- _____ Assists the Commission in establishing policy, while acknowledging the ultimate authority of the Commission.
- _____ Responds to requests for information or assistance by Commissioners.
- _____ Informs Commission of administrative developments.
- _____ Receptive to constructive criticism and advice.

4. **POLICY EXECUTION**

- _____ Implements Commission direction accurately in accordance with intentions.
- _____ Supports the actions of the Commission after a decision has been reached.
- _____ Enforces City policies.
- _____ Implements City Strategic Plan and Commission Policy Agenda.
- _____ Reviews enforcement procedures periodically to improve effectiveness.
- _____ Offers workable alternatives to the Commission for legislative changes when an ordinance or policy proves impractical in actual administration.

5. **REPORTING**

- _____ Provides the Commission with reports concerning matters of importance to the City.
- _____ Reports are accurate and comprehensive.
- _____ Reports are generally produced through own initiative rather than when requested by the Commission.
- _____ Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Commission.

6. **CITIZEN RELATIONS**

- _____ Responsive to complaints from citizens.
- _____ Demonstrates exemplary listening skills to obtain an understanding of the needs/requirements of others
- _____ Demonstrates strong ability to resolve conflicts, interpret policy, explain problems, and solicit cooperation in an outstanding and efficient manner
- _____ Cooperates with neighboring communities.
- _____ Cooperates with the County, State, and Federal governments.
- _____ Cooperates with other organizations within the City, such as the Chamber, School Districts, and similar community based groups.
- _____ Skillful with the news media, avoiding political positions and partisanship.
- _____ Follows up on all promises or agreements, personally ensuring that matters are resolved in the best possible manner.

7. **STAFFING**

- _____ Recruits and retains competent personnel for City positions.
- _____ Aware of staff weaknesses and works to improve their performance.
- _____ Accurately informed and concerned about employee relations.
- _____ Professionally administers the City's merit system.

8. **SUPERVISION**

- _____ Encourages Department Heads to make decisions within their own jurisdictions without City Manager approval, yet maintains general control of administrative operations.
- _____ Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their programs.
- _____ Has developed an open and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the City Manager's office.
- _____ Evaluates personnel periodically and points out management weaknesses and strengths- emphasizes City's Core Beliefs and SPIRIT.

9. **FISCAL MANAGEMENT**

- _____ Prepares a balanced budget to provide services at a level directed by the Commission.
- _____ Makes the best possible use of available funds; conscious of the need to operate the City efficiently and effectively.
- _____ Prepared budget is in an intelligent but readable format.
- _____ Possesses awareness of the importance of financial planning and control.

SECTION 2 – PERFORMANCE GOALS:
(SEE ATTACHED STRATEGIC PLAN AND ACCOMPLISHMENTS)

10. Goal Number 1:

_____ To be a beautiful, livable city with a vibrant lakefront identity

11. Goal Number 2:

_____ To expand the local economy

12. Goal Number 3:

_____ To provide quality, cost-effective public services

SECTION 3 – SUMMARY:

13. What would you identify as the most significant achievements during the evaluation period?

14. What were the City Manager's strengths demonstrated during the evaluation period?

15. What areas needing improvement were demonstrated during the rating period?

Item 7.1

16. Comments:

Signature: _____

Date: _____