



Development Review Committee

February 10, 2022 at 2:00 PM
In Person and via Zoom

Join Zoom Meeting: <https://us06web.zoom.us/j/82929467877?pwd=N0xGclE5a0dJZF15TDk1bFFLZDZtdz09>
Meeting ID: 829 2946 7877 | **Passcode:** 986942

CALL TO ORDER ATTENDANCE

NEW BUSINESS

- 1.** Discussion: **Carter Trust Pre-Application**
- 2.** Discussion: **The Reserve Pre-Application - Final Subdivision First Phase**

PUBLIC COMMENTS

Any person wishing to address the Development Review Committee and who is not on the agenda is asked to speak their name and address. Three (3) minutes is allocated per speaker.

ADJOURNMENT

To Comply with Title II of the Americans with Disabilities Act (ADA):

Qualified individuals may get assistance through the Florida Relay Service by dialing 7-1-1. Florida Relay is a service provided to residents in the State of Florida who are Deaf, Hard of Hearing, Deaf/Blind, or Speech Disabled that connects them to standard (voice) telephone users. They utilize a wide array of technologies, such as Text Telephone (TTYs) and ASCII, Voice Carry-Over (VCO), Speech to Speech (STS), Relay Conference Captioning (RCC), CapTel, Voice, Hearing Carry-Over (HCO), Video Assisted Speech to Speech (VA-STTS) and Enhanced Speech to Speech.

Howey Town Hall is inviting you to a scheduled Zoom meeting.

Topic: **DRC Meeting**

Time: **Feb 10, 2022 2:00 PM Eastern Time (US and Canada)**

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Please Note: In accordance with F.S. 286.0105: Any person who desires to appeal any decision or recommendation at this meeting will need a record of the proceedings, and that for such purposes may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. The Town of Howey-in-the-Hills does not prepare or provide this verbatim record. Note: In accordance with the F.S. 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact Town Hall, 101 N. Palm Avenue, Howey-in-the-Hills, FL 34737, (352) 324-2290 at least 48 business hours in advance of the meeting.



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 PH: 386.316.8426

MEMORANDUM

TO: Howey-in-the-Hills Development Review Committee
CC: J. Brock, Town Clerk
FROM: Thomas Harowski, AICP, Planning Consultant
SUBJECT: Carter Properties Trust Pre-application
DATE: January 31, 2022

The Town has received an inquiry about annexation and development of the Carter Trust properties (ALT 1101051, 1036119, 3915370) encompassing approximately 161 acres located west of the Mission Inn property north of Number Two Road. A concept plan was submitted for the proposed development showing a plan for 313 single-family lots with lot widths set at 50-feet. The project is reported to have a net density of 3.12 units/acre and a gross density of 1.94 units/acre. Based on the data available, it is not possible to verify these densities applying the Town's comprehensive plan policy for calculating density

The Lake County comprehensive plan designates the parcel as Rural Transitional, Rural and Urban Low Intensity. The Urban Low Intensity area is negligible, so the base density for the subject parcel under County land use policies is one unit per five acres or 32 units total. The density for the Rural Transition area can be increase based on increasing percentages of open with a density of one unit per acre achievable. Residential densities in the Town's comprehensive plan ranges from 0.5 units per acre for Rural Lifestyle, to two units per acre for Low Density Residential and four units per acre for Medium Density residential and Village Mixed Use. Based on the proposed concept plan, the Medium Density Residential or Village Mixed Use designations would be required to support the concept.

To proceed with development of the Carter Trust parcel with the Town, the property would need to be annexed and assigned a designation on the future land use map and then zoned in accordance with the assigned land use. The Town's land use plan requires the use of the Village Mixed Use land use designation as the concept plan exceeds 300 units. A project size less than 300 units would allow the use of either Village Mixed Use or Medium Density Residential to support the proposed concept plan. Annexation is a simple, straight-forward process and assignment of the appropriate zoning would be directed by the assigned land use. The more involved process is selecting the appropriate land use designation. Assuming the Town will consider a land use that allows the proposed concept plan (otherwise annexation is unlikely) the key considerations include:

- Documentation that the proposed land use designation does not support urban sprawl. This is required by state law and Objective 1-10 of the Future Land Use Element. The specific tests for urban sprawl are presented in the Future Land Use Element beginning on page 1-21. Given this property projects into what is now a clearly rural area, the urban sprawl test will be important for both Lake County and the Department of Economic Opportunity.
- The comprehensive plan review will need to document that the proposed development meets the Town's concurrency standards. (Refer to future Land Use Objective 1-8.) Potable water, sanitary sewer and traffic will be the key concurrency tests. A traffic study sufficient to estimate traffic impacts to the available and projected road network will be required as part of the analysis.
- School concurrency is also a required review. A separate application submitted to the Lake County School Board is required.
- Intergovernmental coordination (review by Lake County) is a requirement for any comprehensive plan amendment, and Lake County has recently expressed some concern about urban extensions from various cities into unincorporated areas that are intended to remain rural under the County planning process. Early coordination with Lake County staff will be needed.
- A comprehensive plan amendment for a parcel of this size will use the State's expedited review process which involves a review by the full range of state departments and regional agencies as well as involving local government coordination.

Assuming the applicant elects to proceed with a comprehensive plan designation of Village Mixed Use to maximize the project unit yield, the following conditions will apply: (Reference Future Land Use policies 1.1.1, 1.1.4 and 1.2.2)

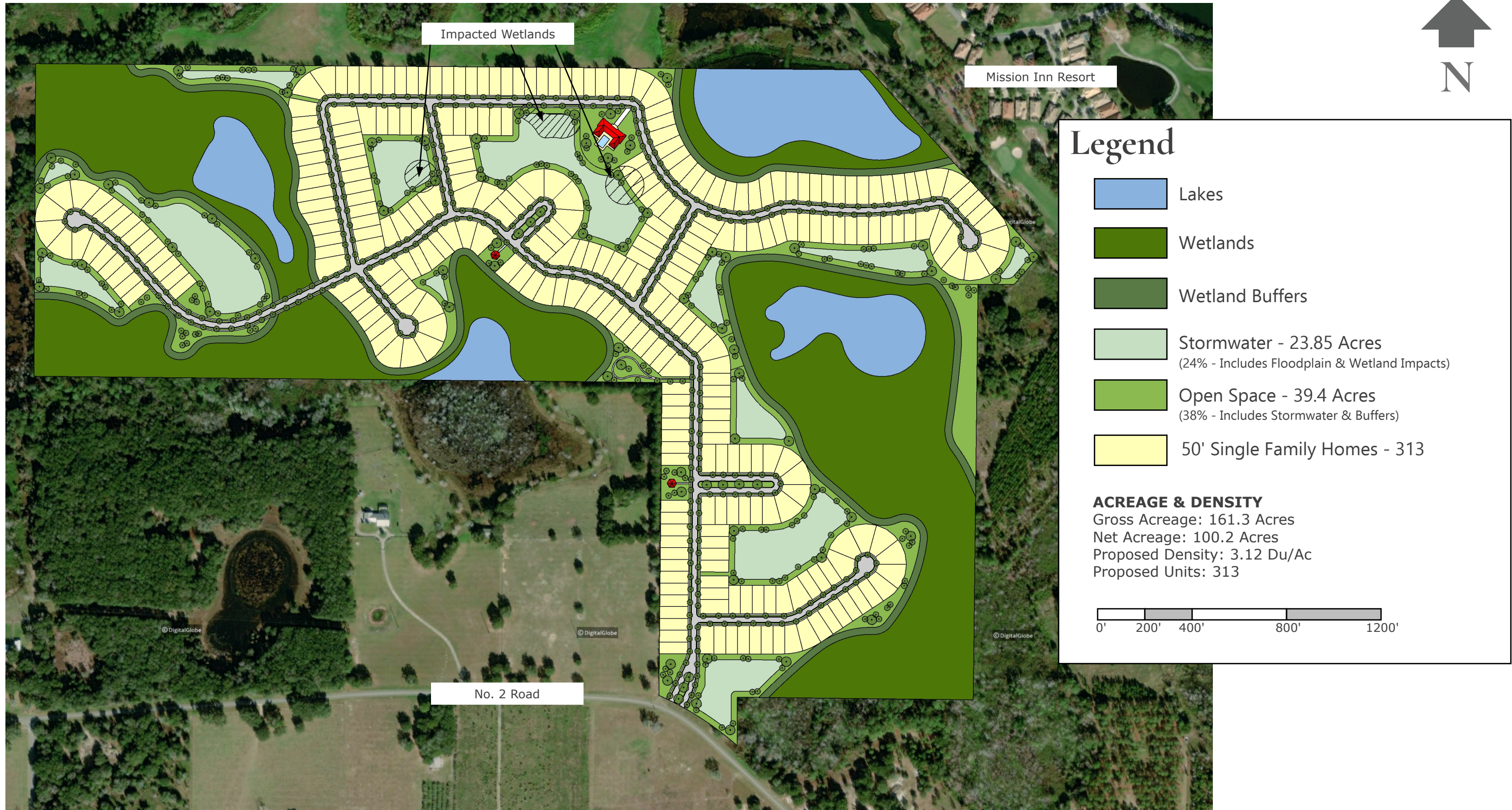
- The maximum allowable density is 4 units/net acre (total land less waterbodies and wetlands). A density of 6 units/net acre is achievable with specified open space additions.
- Residential land area must use between 70% and 85% of the net land area.
- Non-residential development must use between 15% and 30% of the net land area.
- Minimum project open space is 25% of the gross land area (only 50% of wetland can be applied to the open space calculation, and there are limits on the inclusion of stormwater facilities).
- For a project of this size public recreation must include at least 10% usable open space.

- Public/civic uses are required for five percent of the net land area.

A review of the proposed concept plan was done to offer comments on some of the major aspects of the proposed layout. These comments are intended to look at major layout elements and do not constitute a detailed site review.

- A project of this size requires a minimum of two points of access and any component elements with the project that contain 50 units or more will also require two access points internally within the project. It appears that identifying a second access point will require cooperation with at least one neighboring property. Some type of commitment to allow access from adjacent property will need to be verified.
- Until a second access point can be established, the project will need to include a wide access road through the full length of the project and not just the entrance area as is shown on the concept plan.
- Town policies prohibit the disturbance of wetlands to create lots for sale or for other development activity. (Policy 1.3.1 Future Land Use Element.) Wetland impacts are allowed for minor items such as road and utility crossings and for passive recreation facilities.
- The project will need to consider the 100-year flood plain impacts by limiting or excluding development from these areas and by providing compensatory storage where impacts cannot be avoided.
- Coordination is required with Lake County for access from Number Two Road. A grant of additional right-of-way is likely to be required, and the project will need to conform to Lake County access standards.

Howey-In-The-Hills Concept Plan





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MEMORANDUM

TO: Howey-in-the-Hills Development Review Committee
CC: J. Brock, Town Clerk
FROM: Thomas Harowski, AICP, Planning Consultant
SUBJECT: The Reserve Final Subdivision Plan Phase 1
DATE: February 1, 2022

The Reserve development is initiating the final subdivision plan for the first phase of residential development. They have applied for a pre-application to review the plan and procedural requirements. The planning comments are as follows:

The procedure for review and approval of the final subdivision plan requires a review by the Development Review Committee, consideration by the Town's Planning Board and final approval by the Town Council. Approval by the Town Council will enable the applicant to initiate construction of the first phase of the project improvements. Refer to the attached flow chart for a graphic summary of the process, and Section 4.05.13 begins the discussion of the process and plan requirements in the land development code.

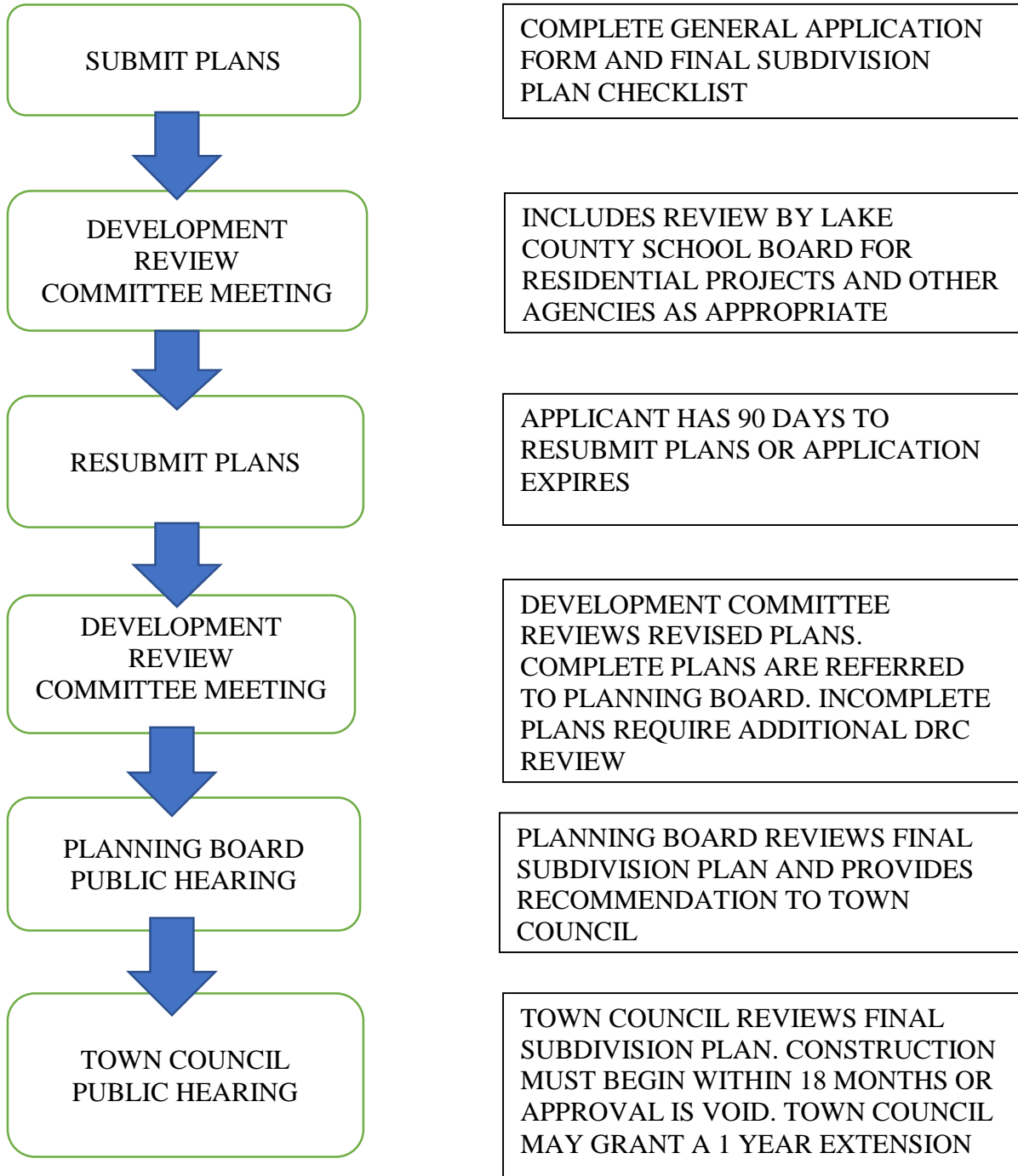
The specific requirements for the plan submittal are presented in Section 4.05.20 and 4.05.21 of the land development code. The submittal requirements are detailed here, and it will help with the review if the submittal includes a summary of where the requested information is found in the submittal package. So far as the number of plan sets are concerned the applicant should submit one electronic copy and three paper sets of plans. Please note:

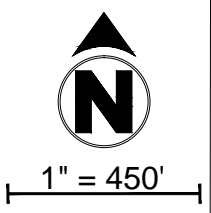
- The submittal package will need to include the final subdivision plan (items A – HH) along with the following elements:
 - Storm water drainage calculations
 - Hydraulic model for the water system
 - Hydraulic model for the re-use system
 - Lift station calculations
 - Off-site utility plans for water and sewer extensions
 - Landscape plans including irrigation and any hardscape
- An environmental assessment including threatened and endangered species (the sand skink and gopher tortoise are likely considerations). The environmental assessment also needs to include a formal wetlands determination.

- The tree survey and tree preservation requirements were discussed in a teleconference and summarized in a memo from TMH Consulting dated January 24, 2022. If there are any questions remaining about the tree protection and tree removal program, please bring them forward.
- Required permit applications include:
 - FDEP (water and sewer)
 - SJRWMD (environmental and storm water)
 - ACOE if applicable
 - FDOT (SR 19 improvements)
 - Lake County (Number Two Road improvements)
- An application for school concurrency is required. The project is exempt for school impact fees, but it still needs to comply with school concurrency standards.
- A notice of the plan submittal is sent to TECO for natural gas systems. Please coordinate with TECO to determine whether natural gas can be included in the utility package and included in the design. (The contact we have is Rebecca Lee and the e-mail address is rvswanson@tecoenergy.com)
- A review of the traffic study notes that improvements to Number Two Road are not included in the study. It is likely that Lake County will require improvements and at a minimum additional right-of-way dedication. Please coordinate with Lake County on Number Two Road and include their recommendations in the submittal.
- The study needs to include trip generation from the Four Seasons (Lake Hills) development.
- Per the MPO study guidelines, the report needs to include Mitigation Strategies. The intersection of SR 19 & CR 48 will fail in the future PM Peak Hour condition. The intersection of SR 19 & Central Ave. will fail in the future AM & PM Peak Hour conditions. The study needs to include an analysis of the future improvements needed to get the intersections to an acceptable LOS.
- The Town needs to look a fair-share allocation of cost for anticipated improvements to traffic signals on SR 19 or other related traffic improvement not entirely tied to the project. The Lake Hills project which is now advancing in the development review process will have an equal impact on the system with The Reserve based on anticipated project size and components. The Town will expect the applicant's cooperation as we examine available options. (Refer to Section 10.03.)



TOWN OF HOWEY-IN-THE-HILLS FINAL SUBDIVISION PLAN REVIEW PROCESS





SEWER PLANT

WATER PLANT

CONNECT TO EX. 12" WM STUB-OUT

12" WATER MAIN

CONNECT TO EXISTING WATER & SEWER SYSTEM

CONNECT TO EX. 10" FM STUB-OUT

CONNECT TO EX. 6" WM STUB-OUT

6" WATER MAIN

CONNECT TO 8" WM STUB-OUT

12" WATER MAIN

LIFT STATION

8" WATER MAIN

CONNECT TO EX. 12" WM STUB-OUT

12" WATER MAIN

10" SEWER FORCE MAIN

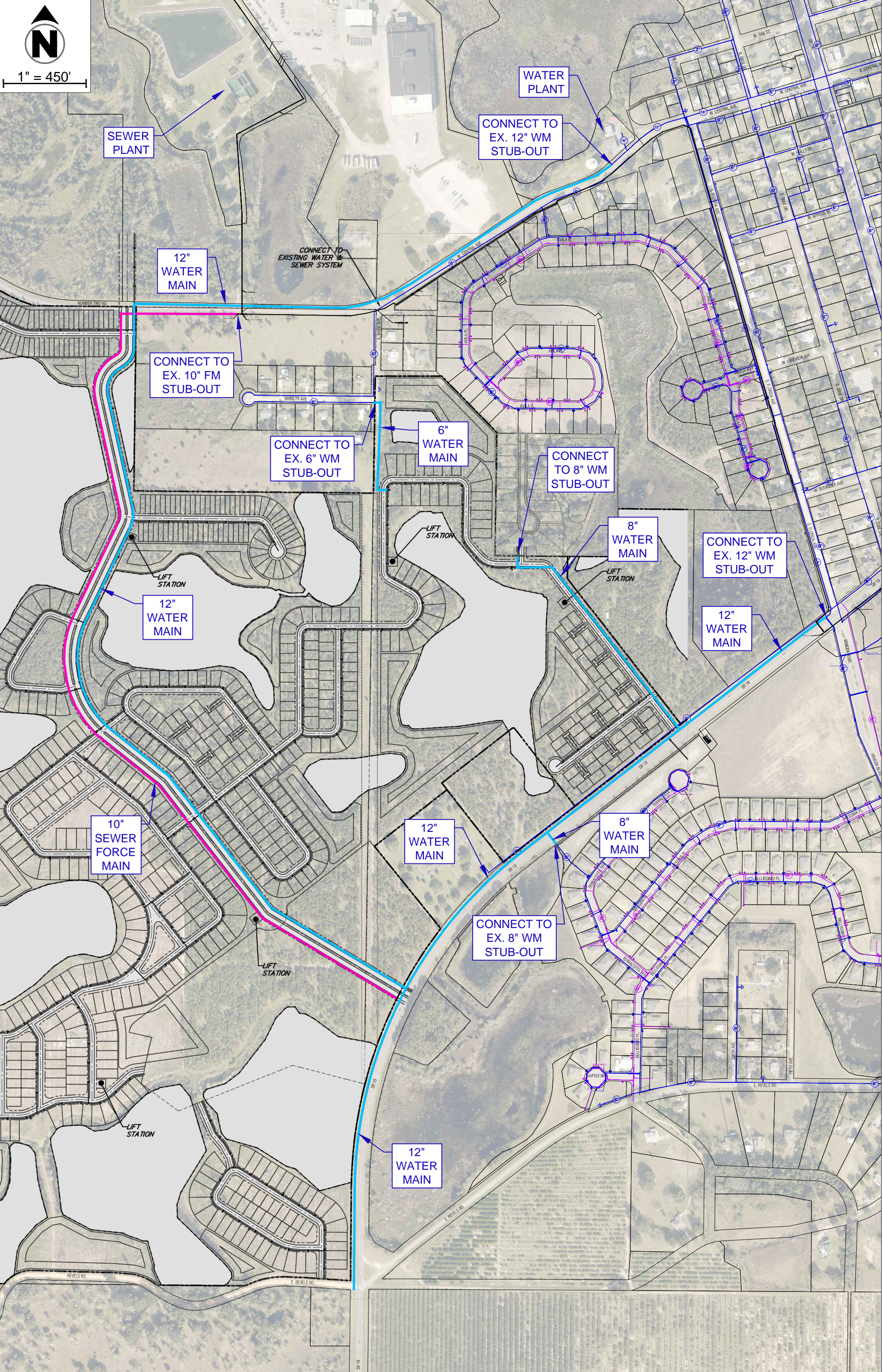
12" WATER MAIN

8" WATER MAIN

CONNECT TO EX. 8" WM STUB-OUT

LIFT STATION

12" WATER MAIN





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MEMORANDUM

TO: Sean O'Keefe, Town Administrator
CC: J. Brock, Town Clerk, R. Blada, Applicant
FROM: Thomas Harowski, AICP, Planning Consultant
SUBJECT: The Reserve – Planted Pine and Tree Protection
DATE: January 24, 2022

I thought it would be a good idea to summarize our discussion this morning on tree protection for The Reserve and how we will address the planted pine areas. My notes show the conclusions as follows:

1. The Town's tree protection rules require a tree survey of all trees six-inches or more DBH.
2. All historic trees and a minimum of 50% of the specimen trees on site are to be preserved.
3. For this project, the wetlands and designated areas to be preserved with no disturbance planned do not have to be surveyed. If there are trees in the areas to be impacted with road crossings, these should be noted.
4. The planted pine areas do not have to be surveyed, but the planted pine locations are to be identified on a map of the property.
5. Removal of the planted pine is permitted following approval of the final subdivision plan for the first phase of the project. Clearing should be limited to the first phase area to the maximum extent possible. The applicant will present information on areas outside of the proposed phase one development that might need clearing to allow for cut and fill on site.
6. All areas to be cleared will be properly stabilized to prevent erosion.
7. The Town desires that the planted pine be harvested rather than burned or otherwise destroyed on site.
8. The approval package for the phase one final subdivision plan will include a mitigation plan that addresses the removal of the planted pine per Section

7.12.02 of the Town's land development code. Mitigation will include the tree planting required as part of the Town's minimum tree planting and landscape standards. If an estimate or count of the trees to be planted by phase can be provided, this information will be helpful in providing a full analysis of the tree program for Town Council.

9. Town Council will be asked to approve the tree mitigation plan as part of the final subdivision plan approval.

If any of these points are incorrect or require further clarification, please let me know. If I have omitted anything, also let me know so I can present the full summary.