

**TOWN OF ASTATULA  
PLANNING & ZONING  
BOARD MINUTES**



**REGULAR MEETING  
THURSDAY JANUARY 26, 2023  
TOWN HALL**

Having been duly advertised as required by law, Chairman Boyd called the Special Planning & Zoning meeting to order at 6:00 pm and led the Pledge of Allegiance.

**Members Present:**

Marjorie Boyd, Chairman  
Sean Donnelly, Vice-Chair  
Karen Smith  
Leigh Ann Pflugh

**Absent:**

Theresa Ann LaBree

**Town Staff Present:**

Graham Wells, Town Clerk  
Tim Green, Town Planner

Roll Call was performed, and it was determined that a quorum was present. Chairman Boyd welcomed town planner, Tim Green.

**MINUTE APPROVAL**

Approval of Minutes – December 21, 2022 Regular P & Z Meeting.

**MOTION by Member Smith to approve; SECONDED by Member Pflugh  
For: Smith, Boyd, Donnelly, Pflugh  
MOTION CARRIED 4-0**

**NEW BUSINESS**

**DISCUSSION AND APPROVAL OF RESOLUTION 2023-01 GRANTING A LOT SPLIT ON  
MADISON AVENUE AK #3514513**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA;  
DOCUMENTING THE LOT SPLIT APPROVED BY THE TOWN COUNCIL FOR LAND LOCATED AT  
MADISON STREET IN THE TOWN OF ASTATULA, LAKE COUNTY PROPERTY APPRAISER  
PARCEL NO.: 29-20-26-0100-00G-05503; PROVIDING AN EFFECTIVE DATE.**

Green Consulting Group, Inc. (GCG) has conducted a review of the proposed Lot Split for the 0.506 Acre site (Alternate Key 3514513) Site lying South of Tennessee Avenue and East of Madison Street in the Town of Astatula. The existing parcel is zoned R-2. The proposed Lot Split will divide Alternate Key 3514513 into two parcels. The submitted survey is dated 1/6/23 prepared by Steven Galassi, Florida Surveyor and Mapper #4904. Mr. Green went over his report; the parcel is zoned R-2, has not previously been split and meets the Land Development Code requirements. He recommended approval of the Lot Split.

**MOTION by Member Donnelly, to recommend to Council to approve Resolution 2023-01; SECONDED by Member Smith**

**A roll call vote was taken:**

**Pflugh YES**

**Smith YES**

**Donnelly YES**

**Boyd YES**

**MOTION CARRIED 4-0**

**DISCUSSION AND APPROVAL OF RESOLUTION 2023-02 GRANTING A LOT SPLIT ON DELAWARE AVENUE AK #1787122**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA; DOCUMENTING THE LOT SPLIT APPROVED BY THE TOWN COUNCIL FOR LAND LOCATED AT DELAWARE AVENUE IN THE TOWN OF ASTATULA, LAKE COUNTY PROPERTY APPRAISER PARCEL NO.: 29-20-26-0100-00D-01503; PROVIDING AN EFFECTIVE DATE.**

Green Consulting Group, Inc. (GCG) has conducted a review of the proposed Lot Split for the 0.74 Acre site (Alternate Key 1787122) lying North of Delaware Avenue and 100'+/- East of Madison Street in the Town of Astatula. The existing parcel is zoned R-2. The proposed Lot Split will divide Alternate Key 1787122 into two parcels. The submitted survey is dated 12/20/22 prepared by Ireland & Associates Surveying, Inc., Florida Surveyor and Mapper #LB7623. Mr. Green went over his report; the parcel is zoned R-2, has not previously been split and meets the Land Development Code requirements. He recommended approval of the Lot Split.

**MOTION by Member Smith, to recommend to Council to approve Resolution 2023-02; SECONDED by Member Pflugh**

**A roll call vote was taken:**

**Pflugh YES**

**Smith YES**

**Donnelly YES**

**Boyd YES**

**MOTION CARRIED 4-0**

**DISCUSSION AND APPROVAL OF PRELIMINARY PLAT FOR THE STILLWATER COVE PROJECT. THE PROPERTY IS APPROXIMATELY 24.62 ACRES LOCATED WEST OF WASHINGTON STREET AND NORTH OF FLORIDA AVENUE. THE PLAN PROPOSES 32 RESIDENTIAL LOTS.**

Green Consulting Group, Inc. (GCG) has conducted the Preliminary Subdivision Plan review for the proposed Stillwater Cove project. The plans were prepared by HALFF, signed and sealed December 21, 2022 consisting of 12 sheets. The survey was prepared by Shannon Surveying, Inc dated March 15, 2022 consisting of 1 sheet. The property is approximately 24.62 acres located west of Washington Street and north of Florida Avenue. The plan proposes 32 residential lots.

Mr. Green went over his review and notes.

Note 1: The trees are shown to be removed.

Note 2: A traffic study is required to be submitted and reviewed by the Lake Sumter MPO.

**CONCEPTUAL CONCURRENCY REVIEW**

<b>Service</b>	<b>Calculation</b>	<b>Anticipated Demand</b>
Traffic	32 Lots x 9.52 ADT (Average Daily Trips)	305 ADT's
Potable Water	Central Water (32 Lots x 125 = 4,000)	4,000 GPD
Sanitary Sewer	On-Site package plant (32 lots x 111 = 3,552)	3,552 GPD
Recreation / Open Space	4 acres per 1,000 residents x 90 residents***	0.36 acres
Solid Waste	6.55 lbs x 32 lots x 2.79 persons / house / day	584.78 lbs
Drainage Facilities	Compliance with Chapter 40C-42, 40C-4 and 17-25, F.A.C.	

\*Comp Plan Standard = 125 gallons / person / day  
\*\* Comp Plan Standard = 111 gallons / person / day  
\*\*\* Comp Plan Standard = 4 acres / 1,000 residents  
Persons per Household = 2.79

**PARKS:** Private parks can be provided however the applicant will have to pay park impact fees. Public parks can be provided with Town Council approval.

**Comments / Conclusions / Actions / Questions:**

- Items listed in the above notes have to be addressed prior to the project receiving a Development Order.
- A School Concurrency Capacity Reservation was approved by the Lake County School Board.

Chairman Boyd asked about Right-of-Way and easements which Mr. Green responded. There being no further discussion a motion to approve was requested.

**MOTION by Member Donnelly, to recommend to Council to approve the Preliminary Plat with the two notes; SECONDED by Member Pflugh**

A roll call vote was taken:

Pflugh YES  
Smith NO  
Donnelly YES  
Boyd YES

**MOTION CARRIED 3-1**

**DISCUSSION AND APPROVAL OF FINAL DEVELOPMENT (CONSTRUCTION) PLANS FOR THE STILLWATER COVE PROJECT. THE PROPERTY IS APPROXIMATELY 24.62 ACRES LOCATED WEST OF WASHINGTON STREET AND NORTH OF FLORIDA AVENUE. THE PLAN PROPOSES 32 RESIDENTIAL LOTS.**

Green Consulting Group, Inc. (GCG) has conducted the Final Development Plan review for the proposed Stillwater Cove project. The property is approximately 24.62 acres located west of Washington Street north of Florida Avenue. The plan proposes 32 residential lots.

The review is for plans prepared by HALFF, signed and sealed December 21, 2022 consisting of 12 pages. Mr. Green went over his review.

<b>Pertinent Site Data</b>	<b>Zoning Requirement</b>	<b>Project Data</b>
Zoning Designation:	R-1	R-1
Future Land Use Designation	Low Density Residential	Low Density Residential
Project Size	N/A	24.62 Acres
Number of Lots	N/A	32 Lots
Minimum Lot Size	21,780 sq ft	21,833 sq ft
Maximum Lot Coverage	30%	Not Listed
Gross Density	2 DU/Acre	1.30 DU / Acre
Minimum Lot Width	100 feet	118.01 feet
Maximum Building Height	35 feet	35 feet
Front Yard Setback	30 feet	30 feet
Side Yard / Street Side Setback	8 feet / 30 feet	8 feet / 30 feet
Rear Yard Setback	20 feet	20 feet
Wetland Setback	25 feet	25 feet
Minimum Dwelling Living Area	1,200 sq ft	1,200 sq ft

- Note 1: Street names must be approved by Lake County.
- Note 2: Defer to Town Engineer.
- Note 3: A School Concurrency Capacity Reservation was approved by the Lake County School Board.

- Items listed in the above notes have to be addressed prior to the project receiving a Development Order.
- Agency permits (FDEP, SJRWMD) have to be approved prior to the project receiving a Development Order.

**MOTION by Member Donnelly, to recommend to Council to approve the Final Development Plan; SECONDED by Member Pflugh**

**A roll call vote was taken:**

**Pflugh        YES**  
**Smith        NO**  
**Donnelly     YES**  
**Boyd        YES**

**MOTION CARRIED 3-1**

**ADJOURNMENT**

There being no further business, Chairman Boyd thanked everyone for attending; the meeting was adjourned at 6:45 pm.

Respectfully submitted,

Marjorie Boyd  
Marjorie Boyd, Chairman

ATTEST:

Graham Wells  
Graham Wells, Town Clerk

