

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



**SPECIAL MEETING  
TUESDAY OCTOBER 3, 2023  
TOWN HALL**

Having been duly advertised as required by law, Chairman Boyd called the Special Planning & Zoning meeting to order at 6:01 pm and led the Pledge of Allegiance.

**Members Present:**

Marjorie Boyd, Chairman  
Theresa Ann LaBree  
Karen Smith  
Leigh Ann Pflugh  
Absent:  
Sean Donnelly, Vice-Chair

**Town Staff Present:**

Graham Wells, Town Clerk  
Tom Harowski, Interim Town Planner

Roll Call was performed, and it was determined that a quorum was present. Chairman Boyd welcomed the guests present.

**MINUTE APPROVAL**

Approval of Minutes – July 27, 2023 Regular P & Z Meeting.

**MOTION by Member Smith to approve; SECONDED by Member Pflugh**

**For: Smith, Boyd, LaBree, Pflugh**

**MOTION CARRIED 4-0**

**PUBLIC HEARING**

Chairman Boyd introduced Tom Harowski who was standing in for Town Planner Tim Green who is still in hospital. Tom gave a brief overview of his qualifications which include a Masters Degree in City and Regional Planning from Rutgers University, and has been practicing in the State of Florida since 1972.

He then went over the actions being presented to the board. The Town has received an application for voluntary annexation of approximately 45.9 acres owned by TAO Astatula LLC, and locally known as Mack Concrete. Annexation of the subject parcels necessitates two other actions. First, is the designation of a future land use for the property by amending the future land use map, and secondly, the assignment of a zoning classification that is consistent with the proposed land use designation. His report provided an analysis of the three required actions to complete the Town's review of the application.

**Annexation**

Florida Statute Section 171.044 governs the process for voluntary annexation into a municipality. Voluntary annexation requires the property owner submit a petition for annexation.

To qualify for voluntary annexation the municipality must demonstrate that the parcels to be annexed are contiguous to the municipal limits and reasonably compact. The annexation may not create an enclave of unincorporated land surrounded by municipal territory.

The Town has received a qualified petition for annexation. The two parcels on the east side of CR 561 abut the Town limits on the east and north. The parcel on the west side of CR 561 lies adjacent to the other two parcels and to the current Town limits for a portion of the east side of the property. The presence of a road is not an obstacle to meeting the requirements for contiguity. The annexation will include that portion of CR 561 right-of-way that runs through the subject property.

As presented, the subject property meets the requirements for voluntary annexation.

**ANNEXATION OF PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE, EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, IN ADDITION TO ADJACENT RIGHT-OF-WAY CONTAINING APPROXIMATELY 45.91ACRES.**

#### **ORDINANCE 2023-20**

**AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE BOUNDARIES OF THE TOWN OF ASTATULA IN ACCORDANCE WITH THE PROCEDURE SET FORTH IN SECTION 171.044, FLORIDA STATUTES FOR PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE, EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, IN ADDITION TO ADJACENT RIGHT-OF-WAY CONTAINING APPROXIMATELY 45.91ACRES; REDEFINING THE BOUNDARY LINES OF THE TOWN TO INCLUDE THE PROPERTY; PROVIDING FOR PUBLICATION OF NOTICE OF THE PROPOSED VOLUNTARY ANNEXATION AND FOR A COPY OF THE NOTICE TO BE SENT TO THE LAKE COUNTY BOARD OF COUNTY COMMISSIONERS; FILING A COPY OF THIS ORDINANCE WITH THE LAKE COUNTY CLERK OF CIRCUIT COURT, THE LAKE COUNTY CHIEF ADMINISTRATIVE OFFICER, AND WITH THE DEPARTMENT OF STATE; PROVIDING AN EFFECTIVE DATE.**

Chairman Boyd asked for question or comments from the Board. Member Pflugh asked why they wanted to annex into the town given that it would cost them more in Ad Valorem Taxes. Clerk Wells gave an explanation that the town is easier to deal with from a planning and permitting perspective than the county.

**MOTION by Member Labree, to recommend to Council to approve Ordinance 2023-20; SECONDED by Member Smith.**

**A roll call vote was taken:**

**Pflugh YES**

**Smith YES**

**Labree YES**

**Boyd YES**

**MOTION CARRIED 4-0**

#### **Comprehensive Plan Future Land Use Map Amendment**

The subject property was reviewed for action as a small-scale future land use map amendment. Any map amendment for a property 50-acres or less in size is qualified as a small-scale amendment. The process for a small-scale amendment requires the Town to adopt the amendment and then submit the amendment to the Florida Department of Commerce for review. The amendment is also required to be reviewed under the Town's intergovernmental coordination policies, which essentially requires coordination with Lake County.

**COMPREHENSIVE PLAN AMENDING THE FUTURE LAND USE MAP OF THE TOWN OF ASTATULA, FLORIDA.**

**ORDINANCE 2023-21**

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE COMPREHENSIVE PLAN FUTURE LAND USE MAP OF THE TOWN OF ASTATULA, FLORIDA, BY CHANGING THE FUTURE LAND USE CLASSIFICATION FOR THE PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE AND EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, CONSISTING OF APPROXIMATELY 45.91 ACRES FROM LAKE COUNTY HEAVY INDUSTRIAL LAND USE AND RURAL TRANSITION LAND USE TO TOWN OF ASTATULA INDUSTRIAL; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

There being no questions from the Board, Chairman Boyd requested a motion.

**MOTION by Member Labree, to recommend to Council to approve Ordinance 2023-21; SECONDED by Member Smith.**

**A roll call vote was taken:**

**Pflugh YES**

**Smith YES**

**Labree YES**

**Boyd YES**

**MOTION CARRIED 4-0**

**Zoning Amendment of the Official Zoning Map**

The third step is the assignment of a zoning classification for the annexed property that is consistent with the future land use designation. The zoning designation cannot become final until the comprehensive plan amendment is fully approved.

<b>Pertinent Site Data</b>	<b>Existing Zoning</b>	<b>Requested Zoning</b>
Zoning Designation	Lake County Agriculture A Lake County Heavy Manufacturing HM Lake County Planned Industrial District MP	Town Heavy Industrial I-2
Future Land Use	Lake County Industrial Lake County Rural Transition	Town Industrial
Project Size	45.9 acres	45.9 acres

**REZONING OF PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE, EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, AND CONSISTING OF APPROXIMATELY 45.91 ACRES FROM THE EXISTING LAKE COUNTY AGRICULTURAL, PLANNED INDUSTRIAL AND HEAVY MANUFACTURING DISTRICT ZONING TO THE TOWN OF ASTATULA HEAVY INDUSTRIAL (I-2).**

**ORDINANCE 2023-22**

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF ASTATULA, FLORIDA, BY AMENDING THE EXISTING LAKE COUNTY AGRICULTURAL, PLANNED INDUSTRIAL AND HEAVY MANUFACTURING DISTRICT ZONING TO THE TOWN OF ASTATULA HEAVY INDUSTRIAL (I-2) FOR PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE, EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, AND CONSISTING OF APPROXIMATELY 45.91 ACRES; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

There being no questions from the Board, Chairman Boyd requested a motion.

**MOTION by Member Labree, to recommend to Council to approve Ordinance 2023-22; SECONDED by Member Pflugh.**

A roll call vote was taken:

**Pflugh YES**

**Smith YES**

**Labree YES**

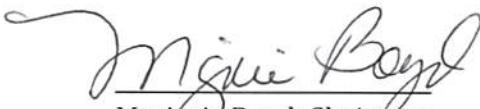
**Boyd YES**

**MOTION CARRIED 4-0**


#### **ADJOURNMENT**

There being no further business, Chairman Boyd adjourned the meeting at 6:21 pm.

Respectfully submitted,

  
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Marjorie Boyd, Chairman

ATTEST:

  
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Graham Wells, Town Clerk

