



**CITY OF TAVARES
PLANNING AND ZONING BOARD MEETING
TAVARES CITY COUNCIL CHAMBERS
201 E. MAIN STREET, TAVARES, FLORIDA
October 17, 2024**

BOARD MEMBERS' PRESENT

Gary Santoro, Chairman - Absent
Deborah Murphy, Vice-Chairman
Dian Joy, Board Member
Bruce Peterman, Board Member
Brooke Matthews, Board Member
James Sweezea, Board Member
Dara Treadwell, Board Member

STAFF MEMBERS PRESENT

Antonio Fabre, Community Development Director
Lindsay Holt, City Attorney
Jillian Roberts, Deputy City Clerk

I. CALL TO ORDER

Vice Chairman Murphy called the meeting to order at 3:00 p.m. and asked those present to silence their cell phones.

II. PLEDGE OF ALLEGIANCE

She led those present in the Pledge of Allegiance.

III. APPROVAL OF MINUTES

Vice-Chairman Murphy asked if there were any additions or corrections to the June 20, 2024, Planning and Zoning Board Meeting minutes. Board Member Treadwell stated a typo on page 2, item 1, "Sprots" corrected to "Sports".

Board Member Peterman inquired about the approval of the May Meeting minutes. Ms. Roberts stated she would have the minutes on the following agenda.

MOTION

Bruce Peterman moved to approve the minutes of the June 20, 2024, Planning and Zoning Board Meeting as amended, seconded by Dian Joy. The motion carried 6-0.

IV. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

Attorney Holt swore those who were present and wished to provide testimony.

Attorney Holt asked the Board Members if there were any ex-parte communications. There were none.

V. PUBLIC HEARING

1) Resolution 2024-22 – Ellrodt James D Trust – Request to Vacate a 16-foot -wide Right-of-Way Alleyway Located at 18 Ingraham Avenue

Mr. Fabre gave the following presentation:

SUMMARY

This is a request to vacate a platted undeveloped alleyway lying adjacent to the property located at 118 Ingraham Avenue, Tavares, Florida 32778. The current adjacent property owner is petitioning to vacate an existing alleyway since it is undeveloped and not practical as a future right-of-way.

City staff reviewed the vacate request and determined no conflicts in the vacation regarding drainage, utilities, health, safety, or welfare of the Public. As a result, this official vacation will remove the city's public interest in this land.

OPTIONS

- 1. That the Planning and Zoning Board moves to recommend approval of Resolution 2024-22 vacation of right-of-way located at 118 Ingraham Avenue more particularly described as, lying between Lots D, E, F, L, M and N in Block 70 of Tavares Improvement Company's Subdivision, as recorded in Plat Book 4, Page 39, Public Records of Lake County*
- 2. That the Planning & Zoning Board moves to recommend denial of Resolution 2024-22*

STAFF RECOMMENDATION

Staff recommends that the Planning & Zoning Board moves to recommend approval of Resolution 2024-22 vacation of right-of-way located at 118 Ingraham Avenue more particularly described as, lying between Lots D, E, F, L, M and N in Block 70 of Tavares Improvement Company's Subdivision, as recorded in Plat Book 4, Page 39, Public Records of Lake County

Vice-Chairman Murphy asked for Public Comment. There were none.

Board Member Treadwell asked if the property currently belongs to the City of Tavares. Mr. Fabre confirmed the property belongs to the City of Tavares and never has been utilized.

Ms. Holt stated the City of Tavares has a right-of-way interest and can use its right-of-way; however, the underlying title owners will own the property.

MOTION

Dara Treadwell moved to recommend approval of Resolution 2024-22, seconded by James Sweeza. The motion carried unanimously 6-0.

VI. OTHER BUSINESS

1) Golden Triangle Regional Park – West Campus Project Discussion

Mr. Aldrich gave the following presentation:

The Golden Triangle Regional Park – West Campus is a partnership between City of Tavares and Lake County to build a county regional park in Tavares. The West Campus will consist of additional baseball/softball fields and extra park amenities at the Woodlea Sports Complex.

Staff is seeking grant opportunities through the Land and Water Conservation Fund Program to help supplement funding for this project in a phased approach. As a grant requirement, the project must be discussed at a regularly scheduled advisory board meeting of the applied municipality.

Board Member Peterman asked who is going to maintain the regional park. Mr. Aldrich confirmed the City of Tavares Recreation Department will maintain the park.

Mr. Aldrich stated his department is currently working on an RFQ (Request for Quote) to finalize the concept plan.

Board Member Treadwell asked what specifics are needed for the funding. Mr. Aldrich stated in the application there are specifics for each region that are needed such as football fields, trails and picnic shelters.

Mr. Aldrich gave an update on upgrades that have been made at Woodlea Sports Complex.

Board Member Sweezea asked about future meetings pertaining to the Golden Triangle Regional Park. Mr. Aldrich stated there will be public meetings to review the concept plan and application.

Attorney Holt stated the multi-year project in conjunction with the county is subject to an annual budget.

Vice-Chairman Murphy asked the public for comment.

Lavern Sharp, Tropical Seas Loop, Tavares, noted his support for the project.

Board Member Treadwell asked the specifics of the trail. Mr. Aldrich stated that a bike and mobile path would be beneficial.

Board Member Matthews asked the projected completion date of the park. Mr. Aldrich stated, if awarded the grant, the City would have 3 years to complete the build.

Mr. Fabre introduced Anarquis Frias, City Planner.

VII. AUDIENCE TO BE HEARD

None.

VIII. ADJOURNMENT

MOTION

Bruce Peterman moved to adjourn the meeting at 3:45 p.m., seconded by Brooke Matthews. The motion carried unanimously 6-0.

Respectfully submitted,

Jillian Roberts, Deputy City Clerk