

**CITY OF TAVARES  
PLANNING AND ZONING BOARD MEETING  
TAVARES COUNCIL CHAMBERS  
201 E. MAIN STREET, TAVARES  
July 21, 2022**

**BOARD MEMBERS PRESENT**

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

**LAKE COUNTY SCHOOL BOARD**

Helen LaValley - Absent

**STAFF MEMBERS PRESENT**

Antonio Fabre – Planning Coordinator  
Mike Fitzgerald, Community Development Director - Absent  
Robert Q. Williams, City Attorney  
Jillian Roberts, Deputy City Clerk

**CALL TO ORDER**

Chairman Santoro called the meeting to order at 3:00 p.m. and asked those present to silence their cell phones. He led those present in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

Chairman Santoro asked if there are any additions or corrections to the June 16, 2022 Planning and Zoning Board Meeting minutes. There were none.

**MOTION**

**Dian joy moved to approve the minutes of the June 16, 2022 Planning and Zoning Board Meeting, seconded by James Sweezea. The motion carried unanimously 6-0.**

**SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS**

Attorney Williams swore those in that were present. Attorney Williams asked if there were ex-parte communications to be disclosed, there were none.

**PUBLIC HEARING**

1) **Recommendation on Ordinance 2022-10 – City of Tavares Property – Rezoning of Approximately 05.83 Acres Located East of Ridge Place, North of E. Caroline Street**

Mr. Fabre gave the following presentation:

*SUMMARY:*

*The subject property consists of approximately 05.83 acres of vacant property located east of Ridge Place, north of E. Caroline Street. The property is owned by the City of Tavares and is currently zoned as Public Facilities District (PFD), and the City is proposing that the property be rezoned to Residential Multi-Family (RMF-3).*

*On May 18, 2022, City Council approved a Purchase and Sale Agreement between the City of Tavares and Cagan Management Group for the purchase of the 5.83 acre parcel for the intended purpose of developing a market rate multi-family rental townhome complex consisting of seventy-two (72) dwelling units. The Purchase and Sale Agreement is subject to the approval of the rezoning of the property to Residential Multi-Family (RMF-3).*

*The proposed zoning of Residential Multi-Family (RMF-3) is compatible with the surrounding zoning, which is a mixture of multi-family and single-family residential zoning. The proposed use is consistent with the Comprehensive Plan by ensuring the availability, quality, and sustainability of a mix of housing types in Tavares.*

*The developer of the property is required to obtain school capacity reservation prior to development approval.*

*The developer must submit an environmental assessment prior to any development approval and must comply with all Florida Fish and Wildlife Conservation Commission provisions as they pertain to threatened species.*

*The developer must submit a traffic analysis prior to any development approval.*

*Development of the property will be in accordance with the provisions of the City's Land Development Regulations. Prior to the issuance of any Building Permits for this property, compliance with all applicable regulations will be required.*

*The City is concurrently processing a future land use map amendment to re-designate the property from Public Facility / Institutional (PUB) to High Density (HD) on the Future Land Use Map 2040.*

Ted Wicks, Wicks Engineering 225 W Main St, Tavares, representing the developer Kagen Management, was present and noted that he is present for questions. He noted that this property will be market rate rentals and gave an overview of properties Kagen Management has developed. Mr. Wicks gave an overview of the property which includes:

- Conceptual Plan, Building Elevations

- Floor Plans
- Pool
- Playground
- Pavilion
- Gated Community

He noted he is available for questions.

Board Member Peterman asked what was on the berm to the North. Mr. Wicks stated that a remnant of a berm and noted that landscaping and buffering will be there.

Board member Treadwell asked what the perimeter will consist of. Mr. Fabre stated that it will consist of walls and or fences and will be subject to new regulations.

Board Member Sweeza asked for clarification about the size of the property and if Caroline Street will be able to handle the traffic. Attorney Williams noted it is common to have variations in the size of the property. Mr. Wicks stated a traffic study has not been completed to date and will be evaluated. Board Member Sweeza noted his concern about heavy equipment affecting the quality of the roads.

Carl and Deborah Sarver, 1100 E Caroline St, Tavares, noted his concern is low-income housing and preference of having an onsite manager. He noted his concern of increased traffic and width of road and volume of apartments. She noted her concern of safety, trespassing, traffic and the height of buildings.

Kathline Rettig, 510 Ridge Place, noted her concern of increased traffic and losing green space.

Mary Sellars, 502 Dora Ave, noted her concerns of no sidewalks and increased traffic. She stated the green space is wonderful property.

Harry Morrison, P.O Box 120162, Clermont, noted his concern about increased development and selling land.

Chairman Santoro closed public comment.

Mr. Wicks reinforced what the project will entail.

Chairman Santoro asked if the property has been sold. Mr. Tweedie stated that the sale is subject to rezoning.

Mr. Fabre noted that the height of the building will be two stories and consistent with neighboring properties.

## **MOTION**

**Dian Joy moved to recommend approval [Option 1] of Ordinance 2022-03, seconded by James Sweeza. The motion carried unanimously 6-0.**

2) **Recommendation on Ordinance 2022-11 – City of Tavares Property – Small Scale FLUM Amendment of Approximately 05.83 Acres Located East of Ridge Place, North of E. Caroline Street**

Mr. Fabre gave the following presentation:

*SUMMARY:*

*The subject property is located east of Ridge Place, north of E. Caroline Street, and is approximately 05.83 acres in size. The land is presently vacant and has a land use designation of Public Facility / Institutional (PUB). The property is owned by the City of Tavares, and the City is proposing an amendment to the Tavares Comprehensive Plan Future Land Use Map 2040 to change the designation of said property from Public Facility / Institutional (PUB) to High Density (HD).*

*Ordinance 2022-11 proposes a small-scale amendment to the Future Land Use Map 2040 of the Comprehensive Plan from Public Facility / Institutional (PUB) to High Density (HD).*

*The subject property is adjacent to a mixture of multi-family and single-family residential. The City is concurrently processing a proposed rezoning of the property to Residential Multi-Family (RMF-3).*

*Future Land Use Amendment*

*The city is required to place a future land use designation on annexed property. The subject property is currently designated Public Facility / Institutional (PUB). A City High Density (HD) designation is compatible with surrounding property and County Future Land Use.*

*Compatibility*

*The land surrounding this property is residential in nature.*

*Site Conditions*

*The property is currently vacant. Impact on City Services The subject property is located in the City's Utility Service Boundary Area. The City of Tavares has municipal water and waste water utility service available for the subject parcel. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. Adverse impacts on Levels of Service are not implicated.*

*FINDINGS*

*This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:*

- 1. A High Density (HD) Future Land Use designation would serve as the most appropriate land use for the subject property in accordance with Future Land Use policy 1-1.1.*

- 2.
2. *Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)*

### **MOTION**

**James Sweezea moved to approve [Option1] Ordinance 2022-11, seconded by Dian Joy. The motion carried unanimously 6-0.**

### **OTHER BUSINESS**

Chairman Santoro noted the compliment given by Mayor Pfister pertaining to the Planning and Zoning Board at the Council Meeting.

### **PUBLIC COMMENT**

### **ADJOURNMENT**

### **MOTION**

**Bruce Peterman moved to adjourn the meeting at 3:51 p.m., seconded by James Sweezea. The motion carried unanimously 6-0.**

Respectfully submitted,

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Jillian Roberts,  
Deputy City Clerk