



# MINUTES

## Local Planning Agency Meeting

5:30 PM – Thursday, June 19, 2025 – City Hall

Call to Order: 5:40 p.m.

### Acknowledgement of Quorum and Proper Notice

PRESENT: George Asbate, Vice Chair Gary Ashcraft, Michael Holland, Emily Lee and Chair Willie L. Hawkins

### 1. Approval of Minutes

April 17, 2025 Local Planning Agency Meeting

Motion made by Mr. Holland, Seconded by Vice Chair Ashcraft, to approve the Minutes. Motion passed on the following vote.

Voting Yea: Mr. Asbate, Vice Chair Ashcraft, Mr. Holland, Ms. Lee and Chair Hawkins

### 2. Consideration with Discussion, Public Hearings and Recommendation

#### 2.1 Ordinance Number 25-09: Proposed LDR Amendments for Changes in the Use Regulations Table, adding Master Planning requirements for properties over 300 acres in all Design Districts and providing Subdivision Regulations and Design Guidelines for Suburban Residential (SR) Properties

Tom Carrino, City Manager, explained the ordinance contains the recommended changes from Kimley Horn and some use table changes as well.

Mike Lane, Development Services Director, provided a summary of the changes. He noted that the Land Development Code is full of redundancies. He stated his goal to try and simplify things. He reported on the hiring of Kimley Horn and discussions with them regarding the changes. He commented on discussions about subdivisions and indicated initial discussions were regarding subdivisions over three lots which didn't make sense. He indicated what is before them pertains to new subdivisions with ten lots or more. He stated they are trying to make the Land Development Regulations consistent. He added they are trying to push the developers who are interested in doing a typical subdivision to seek waivers so they can develop less than 100 foot lots. He stated that, under the new ordinance, new subdivisions in the Suburban Residential category will have to be a minimum of 100 foot wide lots unless they request a waiver.

The Board asked if that is only for new annexations with Mr. Lane stating that is for any new subdivision even those already designated Suburban Residential. He indicated that there are probably only about ten sites within the City that this would apply to.

The Board noted they had already heard all of the proposed changes previously.

Sasha Garcia, City Attorney, noted a full presentation would be provided at the City Commission meeting.

Attorney Garcia opened the public hearing opened at 5:46 p.m.

Cindy Newton expressed support for the 100 foot wide lots. She commented on the definition of open space and stated the open space should just apply to common areas and not the individual lots. She presented a copy of the open space that the City had when the Wekiva Protection Area went into affect and asked that the City consider putting that back into the code. She then cited Section 121-24 (c) (2) of the LDR's regarding the maximum of 25% impervious surface area restriction within the Wekiva Study Area and asked that also be reinstated.

The Board asked when those changes were made with Mr. Carrino responding that the open space definition has changed a number of time over the years. He stated they are looking to have more usable open space.

Mr. Lane noted that the City already requires 25% open space for all new subdivisions. He commented on the perception with the setbacks. He stated they encourage developers to utilize the stormwater facility in a recreational capacity. He indicated the open space requirement does effect density. He commented that the Wekiva is a different component and noted that the City's code includes native vegetation guidelines. He added that the Comprehensive Plan is explicit when it talks about retaining a certain amount of native vegetation.

The Board asked if a different type of stormwater pond would make a difference with Mr. Lane commenting on the stormwater pond that adjoins his personal property. He indicated that staff spoke with Kimley Horn about utilizing bioretention swales. He stated that is something they will need to discuss with the Water Management District. He explained that, right now, it is very easy for an engineer to quickly go out and do calculations and designate where to place the pond. He agreed that having smaller basins around a subdivision would be preferable to one big one.

Mr. Carrino indicated that Kimley Horn is saying that the open space should be centrally located, consolidated and impactful. He stated that the goal is to make the open space more active recreation.

There being no further comment, the public hearing was closed at 5:55 p.m.

Motion made by Mr. Holland, Seconded by Vice Chair Ashcraft, to transmit Ordinance Number 25-09 to the City Commission for consideration. Motion passed on the following vote.

Voting Yea: Mr. Asbate, Vice Chair Ashcraft, Mr. Holland, Ms. Lee and Chair Hawkins.

## 2.2 Ordinance Number 25-11: Comprehensive Plan Map Amendment For 2025-CPLUS-03 Associated with Annexation Parcels Alternate Key Numbers 3957568, 3957567, And 3450680

Jeff Richardson, Deputy Development Services Director, stated the ordinance assigns the property a future land use designation of Suburban Residential on 0.6 acres located on the west side of State Road 19, along Ruth Avenue. He indicated the property is currently designated Urban Low in the county.

The Board asked about the density ratio and size of current lots with Mr. Richardson indicating the current designation would provide a 4:1 density with lots at 66x130. The Suburban Residential would allow a 5:1 density. He stated he thought the lots would be about 66, 66 and 25. He stated the proposed land use would be consistent with the surrounding properties. He discussed the property's description and the availability of water and sewer.

The Board confirmed it would be limited to one house per lot and staff confirmed proper notice was provided. It was noted that it is located in an enclave.

Chairman Hawkins opened the public hearing at 6:03 p.m.

Thomas Cochrane stated he owns the property immediately adjacent to the project. He stated the information provided was very vague and mentioned imminent domain which sounded like they were taking his property. He questioned what it is for and, if it is for power lines, why it is not being run down the graveyard road.

Discussion was held regarding the location of the site.

Mr. Carrino indicated that the letter they were referencing probably related to Duke Energy, not the City, and does not relate to the subject property. He explained that a private property owner is attempting to annex into the City but that does not involve power lines or imminent domain. He stated that he can connect them with Duke Energy.

There being no further public comment, the hearing was closed at 6:06 p.m.

Motion made by Mr. Holland, Seconded by Vice Chair Ashcraft, to transmit Ordinance Number 25-11 to the Commission for consideration. Motion passed on the following vote:

Voting Yea: Mr. Holland, Mr. Asbate, Vice Chair Ashcraft, Ms. Lee, Chair Hawkins

### **3. Adjournment: 6:07 p.m.**

*\*These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to [www.eustis.org](http://www.eustis.org) and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

---

CHRISTINE HALLORAN  
City Clerk

---

WILLIE L. HAWKINS  
Mayor/Commissioner