



**CITY OF CLERMONT  
COUNCIL MEETING AGENDA  
6:30 PM, Tuesday, January 10, 2017**

Welcome to our Council meeting. In the interest of time efficiency and ensuring that everyone who wishes to address the Council is given the opportunity to do so, the following will apply to all comments made by the public. For items listed on the agenda, each speaker will be permitted 5 minutes to address the Council. For non-agenda items, each speaker will be permitted 3 minutes to address the Council. These time limits may be changed by the Mayor. Thank you for participating in your City Government.

**CALL TO ORDER**

**INVOCATION & PLEDGE OF ALLEGIANCE**

**PROCLAMATION**

Arbor Day

**PRESENTATIONS**

Water Conservation Award

Budget Update

**PUBLIC COMMENTS**

**REPORTS**

**CONSENT AGENDA**

The next portion of the meeting is the consent agenda which contains items that have been determined to be routine and non-controversial. If anyone in the audience wishes to address a particular item on the consent agenda, now is the opportunity for you to do so. Additionally, if staff or members of the City Council wish to speak on a consent item, they have the same opportunity.

Item No. 1 - Surplus Request

Consider approval to declare end of life inventory as surplus from various departments and dispose of in accordance with the Purchasing Policy.

Item No. 2 - Appointment

Appoint Jason Sayre as the Fifth Member to the Police Officers Pension Board of Trustees.

Item No. 3 - Event and Road Closure Request

Consider event and road closures request to allow the City of Clermont's Parks and Recreation Department to host their inaugural "Cycloviva" event on February 25, 2017.

Item No. 4 - Contractor Name Change

Consider request for contractor name change from Southern Analytical Laboratories, Inc. to Pace Analytical Services, LLC.

Item No. 5 - Bid Award

Consider approval of bid award to Traverse Group, Inc. to provide asphalt overlay at two city parks in the total budgeted amount of \$206,931.43.

**CITY OF CLERMONT**  
**COUNCIL MEETING AGENDA**  
**6:30 PM, Tuesday, January 10, 2017**

Item No. 6 - Bid Award

Consider approval of bid award to Ford of Clermont, Inc. and Rachel's Collision Center, LLC. to provide auto body repair services in the estimated annual budget amount of \$52,000.

Item No. 7 - Bid Award

Consider approval of bid award to Derelle, Inc. to provide Hancock Park renovations in the total budgeted amount of \$364,700.

**UNFINISHED BUSINESS**

Item No. 8 - Ordinance No. 2017-02 *Final*  
*Kings Crossing Commercial*

Consider an ordinance to change the zoning from C-1 to Planned Unit Development for property located at the southeast corner of US 27 and Citrus Tower Blvd.

**NEW BUSINESS**

Item No. 9 - Variance Request  
*Be Happy Kids Bakery Cafe*

Consider variance request to allow for a reduction of four parking spaces for a proposed food service establishment located at 2560 E. Highway 50, Suite 107.

Item No. 10 - Board and Outside Agency  
Appointments

Consider requests for appointment to the Police Officers Pension Board of Trustees, Community Redevelopment Agency, Planning and Zoning Commission, MPO Bicycle Pedestrian Advisory Council, MPO Citizen Advisory Council, and Lake Apopka Natural Gas.

Item No. 11 - Resolution No. 2017-03  
*Rules of Conduct*

Consider resolution adopting Rules of Conduct.

Item No. 12 - Ordinance No. 2017-04 *Introduction*  
*The Addison*

Consider ordinance introduction to change the zoning from C-2 General Commercial to Planned Unit Development for property located at the northwest corner of Hooks Street and Citrus Tower Boulevard.

**CITY OF CLERMONT  
COUNCIL MEETING AGENDA  
6:30 PM, Tuesday, January 10, 2017**

Item No. 13 - Ordinance No. 2017-05 *Introduction  
Jones Alley*

Consider ordinance introduction to vacate a right-of-way located south of Juniata Street and north of Broome Street, east of Bloxam Avenue.

**ADJOURN**

Any person wishing to appeal any decision made by the City Council at this meeting will need a record of the proceedings. For that purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. In accordance with the Americans with Disabilities Act (ADA), if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding he/she should contact Clermont, City Clerk's Office, 352-241-7330.

Please be advised that if you intend to show any document, picture, video or items to the Council or Board in support or opposition to any item on the agenda; a copy of the document, picture, video or item must be provided to the City Clerk for the City's records.

*City of Clermont  
Proclamation*

*WHEREAS*, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

*WHEREAS*, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

*WHEREAS*, Arbor Day is now observed throughout the nation and the world; and

*WHEREAS*, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

*WHEREAS*, trees in our City increase property values, enhance the economic vitality of business areas, and beautify our community;

*NOW, THEREFORE*, I, Gail L. Ash, Mayor of the City of Clermont, Lake County, Florida, do hereby proclaim January 21, 2017 as

***ARBOR DAY***

*IN WITNESS WHEREOF*, I have hereunto set my hand and caused the Seal of the City of Clermont to be affixed this 10<sup>th</sup> day of January, two thousand and seventeen.

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Gail L. Ash, Mayor

ATTEST:

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Tracy Ackroyd Howe, MMC  
City Clerk



**AGENDA ITEM**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Surplus Request                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Recommend to approve and declare end of life inventory as surplus from Public Works Department, Fire Department, City Manager's Office, Development Services Department, Environmental Services Department and dispose of in accordance with the Purchasing Policy.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| <p>The Purchasing Department, on behalf of the Public Works Department, Fire Department, City Manager's Office, Development Services Department, and Environmental Services Department recommends approval of the above action.</p> <p>The following inventory have reached their end of life service and approval to surplus these items is being requested.</p> <p><u>Public Works Department</u></p> <p>Qty:   Property Description</p> <p>(1)    2004 Ford F-150 Vehicle No. 4207 – 50,454 miles (declared total loss)</p> <p><u>Fire Department</u></p> <p>Qty:   Property Description</p> <p>(1)    Office Chair</p> <p>(1)    1996 E-104 Fire Truck - 99,662 miles</p> <p>(1)    Dewalt DC988 Cordless Drill 18v.</p> <p>(1)    Dewalt D51823 Framing Nailer</p> <p><u>City Manager's Office</u></p> <p>Qty:   Property Description</p> <p>(1)    Office Chair</p> <p><u>Development Services Department</u></p> <p>Qty:   Property Description</p> <p>(1)    Overhead projector</p> <p>(1)    Cassette tape player with foot controls</p> <p>(2)    Book shelves</p> <p>(3)    Metal file cabinets 4-drawer</p> <p>(1)    Sony FD Mavica camera w/ charger</p> <p>(3)    Keyboard drawers</p> <p>(1)    Paper cutter</p> <p>(1)    Tascam portable recorder</p> <p>(3)    Maxell cassette tapes 5-pk.</p> <p>(4)    Office Chairs</p> |  |

Environmental Services Department

Qty: Property Description

(400) Broken trash carts

(75) 18 gallon recycling bins

(1) 2001 Flyght submersible pump CP3152 - 181-0170230

(1) 1995 Flyght submersible pump CP3127 - 180-9510168

(1) 1988 Flyght submersible pump CP3127 - 180-8860323

(1) 1988 Flyght submersible pump CP3127 - 180-8860326

(1) 2009 WILO EMU submersible pump - 650042548

(1) 2009 WILO EMU submersible pump - 650042546

Salvageable surplus property will be sold through GovDeals.com, an electronic auction website for government property. Non-salvageable property will be disposed of appropriately.

**Additional Analysis**

**Fiscal Impact Summary**

Surplus property is anticipated to be sold for approximately \$40,000.

**Fiscal Impact**

**Fund Number and Description**

**Available Budget Amount**

**Exhibits Attached** (copies of original agreements)

- |    |                                                       |                                                |
|----|-------------------------------------------------------|------------------------------------------------|
| 1. | Public Works Department - Property Disposal           | Public Works - Property Disposal.pdf           |
| 2. | Fire Department - Property Disposal                   | Fire Department - Property Disposal.pdf        |
| 3. | City Manager's Office - Property Disposal             | City Manager - Property Disposal.pdf           |
| 4. | Development Services Department - Property Disposal   | Development Services - Property Disposal.pdf   |
| 5. | Environmental Services Department - Property Disposal | Environmental Services - Property Disposal.pdf |

## PROPERTY DISPOSAL FORM

Department: PUBLIC WORKS Property Tag #:   
Contact Person: Tim Cayton Phone: 352-394-7177  
Year / Make / Model: 2004 Ford F150 Vehicle No. 4207  
Miles / Hours: 50,454 Serial / VIN: 2FTRF17WCA38423  
Description of Property WHITE FORD F150 PICKUP TRUCK

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☐ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☒ **OTHER:** THE TRUCK WAS INVOLVED IN AN ACCIDENT AND IS NON-REBUILDABLE

Director Signature: 

Date: 11-1-16

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Purchasing Director:

Date:

Munis Asset Number:

## PROPERTY DISPOSAL FORM

Department: FIRE Property Tag #: \_\_\_\_\_  
Contact Person: SHIBOLA AGUAYO Phone: 352-394-7662  
Sheila  
Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_  
Description of Property OFFICE CHAIR

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** \_\_\_\_\_

Director Signature: \_\_\_\_\_

Date: 10-26-2016

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: Fire Property Tag #: 5208  
Contact Person: Carle L. Bishop Phone: 352-394-7662  
Year / Make / Model: 1996 International Avenger Vehicle No. 3256  
Miles / Hours: 99,662.0 miles Serial / VIN: 1 HTSDAANXVH44  
Description of Property 1250 gpm/750 gallon Fire Engine

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
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- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_  
Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_  
Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Munis Asset Number: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: Fire Department Property Tag #:   
Contact Person: Joe Silvestris Phone: 352-394-7662  
Year / Make / Model: Dewalt DC988 18v Drill Vehicle No. N/A  
Miles / Hours:  Serial / VIN: Unreadable  
Description of Property Cordless Drill

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☒ **OTHER:** More cost effective to replace then repair - Electrical odor and smoking when operating

Director Signature:  Date: 12.15.16

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council:  Agenda Item:   
Method of Disposal:  Date Disposed:   
Purchasing Director:  Date:   
Munis Asset Number:



## PROPERTY DISPOSAL FORM

Department: Fire Department Property Tag #:   
Contact Person: Joe Silvestris Phone: 352-394-7662  
Year / Make / Model: Dewalt D51823 Framing Nailer Vehicle No. N/A  
Miles / Hours:  Serial / VIN: 50690  
Description of Property Cordless Drill

☐ See attached form with multiple items listed. All items must include above information.

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- ☒ **OTHER:** More cost effective to replace then repair

Director Signature: 

Date: 12.15.16

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Purchasing Director:

Date:

Munis Asset Number:

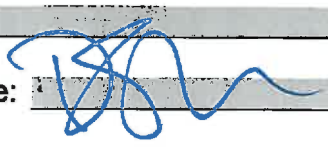
## PROPERTY DISPOSAL FORM

Department: City Manager Property Tag #: None  
Contact Person: Debbie Rybarczyk Phone: 241-7358  
Year / Make / Model: n/a Vehicle No. n/a  
Miles / Hours: n/a Serial / VIN: n/a  
Description of Property Desk Chair originally on 2nd floor

☐ See attached form with multiple items listed. All items must include above information.

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- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: 

Date: 9/21/16

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_



## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES Property Tag #: 10015  
Contact Person: RAE CHIDLOW Phone: 352-241-7802  
Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: 0009 1346  
Description of Property OVERHEAD PROJECTOR

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

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- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: [Signature]

Date: 10/27/15

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES Property Tag #: N/A  
Contact Person: RAE CHIDLOW Phone: 352-241-7302  
Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: 252138  
Description of Property LANIER TAPE PLAYER WITH 2 FOOT CONTROLS

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

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- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: [Signature]

Date: 10/17/08

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES Property Tag #: N/A  
Contact Person: RAE CHIDLOW Phone: 352-241-7302  
Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_  
Description of Property 5-shelf cherry wood book shelf

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: [Signature]

Date: 10-17-13

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_

# PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES DIV. Property Tag #: N/A 3549  
Contact Person: RAE CHIDLOW Phone: 352-241-7302  
Year / Make / Model: Vehicle No.  
Miles / Hours: Serial / VIN:  
Description of Property 6-shelf wood book shelf

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

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- ☐ **OTHER:**

Director Signature: 

Date: 10/14/2015

**\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\***

**Date Approved by City Council:** 

**Agenda Item:** 

**Method of Disposal:** \_\_\_\_\_

Date Disposed: [REDACTED]

**Purchasing Director:** \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: [REDACTED]

## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES Property Tag #: N/A  
Contact Person: RAE CHIDLOW Phone: 352-241-7302  
Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_  
Description of Property 2 4-drawer file cabinets 42" x 59" x 19-1/4"

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☒ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: [Signature]

Date: 10/2/2019

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES Property Tag #: N/A  
Contact Person: RAE CHIDLOW Phone: 352-241-7302  
Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_  
Description of Property 4-drawer file cabinets 36" x 53" x 19-1/4"

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: [Signature]

Date: 10/12/15

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES Property Tag #: N/A  
Contact Person: RAE CHIDLOW Phone: 352-241-7302  
Year / Make / Model: MVC-FD75 Vehicle No.   
Miles / Hours:  Serial / VIN:   
Description of Property Sony FD Navion camera with charger

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
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- ☐ **OTHER:**

Director Signature: [Signature] Date: 12/1/13

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council:  Agenda Item:   
Method of Disposal:  Date Disposed:   
Purchasing Director:  Date:   
Munis Asset Number:



## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES Property Tag #: N/A  
Contact Person: RAE CHIDLOW Phone: 352-241-7902  
Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_  
Description of Property 8 keyboard drawers, 1 used, 2 new

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
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- ☒ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: [Signature] Date: 11/21/16

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_  
Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_  
Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Munis Asset Number: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: **DEVELOPMENT SERVICES** Property Tag #: **N/A**  
Contact Person: **RAE CHIDLOW** Phone: **352-241-7302**  
Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_  
Description of Property **paper cutter**

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature:  Date: **11/1/2011**

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_  
Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_  
Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Munis Asset Number: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES Property Tag #: N/A  
Contact Person: RAE CHIDLOW Phone: 352-281-7302  
Year / Make / Model: DR-67 Vehicle No.   
Miles / Hours:  Serial / VIN: 0192129  
Description of Property 1. Tascam Portable Recorder

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
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- ☐ **OTHER:**

Director Signature: [Signature] Date: 1/28/21

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council:  Agenda Item:   
Method of Disposal:  Date Disposed:   
Purchasing Director:  Date:   
Munis Asset Number:

## PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES

Property Tag #: N/A

Contact Person: RAE CHIDLOW

Phone: 352-241-7302

Year / Make / Model:

Vehicle No.

Miles / Hours:

Serial / VIN:

Description of Property 5 - 5 packs Maxell cassette tapes

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:**

Director Signature: [Signature]

Date: 10/1/2016

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Purchasing Director:

Date:

Munis Asset Number:

# PROPERTY DISPOSAL FORM

Department: DEVELOPMENT SERVICES

Property Tag #: \_\_\_\_\_

Contact Person: RAE CHIDLOW

Phone: 352-241-7302

Year / Make / Model: N/A

Vehicle No. N/A

Miles / Hours: N/A

Serial / VIN: N/A

Description of Property 3 TAN CHAIRS, 1 BLACK CHAIR

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☒ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **OTHER:** \_\_\_\_\_

Director Signature: Rubina Doherty

Date: 12/1/2016

**\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\***

Date Approved by City Council: \_\_\_\_\_

**Agenda Item:** \_\_\_\_\_

**Method of Disposal:** \_\_\_\_\_

Date Disposed: \_\_\_\_\_

**Purchasing Director:** \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_

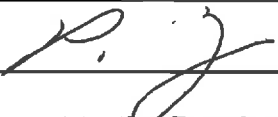
## PROPERTY DISPOSAL FORM

Department: Enivormental Services Asset Tag#: \_\_\_\_\_  
Contact Person: Jonathan Carter Phone: 3522410178  
Year / Make / Model: 2001/FLYHT/CP3152 Vehicle No. N/A  
Miles / Hours: N/A Serial / VIN: 3152.181-0170230  
Description of Property Flyht Pump 23 HP

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **OTHER:** \_\_\_\_\_

Director Signature:  Date: 11/3/2014

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_  
Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_  
Purchasing Director: \_\_\_\_\_

\*\*\*\*\*Finance Section Office Use Only\*\*\*\*\*

Asset Number: \_\_\_\_\_  
Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: Sanitation Property Tag #: none  
Contact Person: Brian Camp Phone: 532-217-2741  
Year / Make / Model: Otto 95/65 gal. trash carts Vehicle No. none  
Miles / Hours: none Serial / VIN: none  
Description of Property 400 broken trash carts and 75 18 gal. recycling bins

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
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- ☐ **OTHER:** \_\_\_\_\_  
\_\_\_\_\_

Director Signature: Paul Roy

Date: Dec 13, 2016

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

Date: \_\_\_\_\_

Munis Asset Number: \_\_\_\_\_

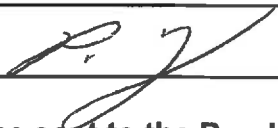
## PROPERTY DISPOSAL FORM

Department: Enivromental Services Asset Tag#: \_\_\_\_\_  
Contact Person: Jonathan Carter Phone: 3522410178  
Year / Make / Model: 1995/FLYGT/CP3127 Vehicle No. N/A  
Miles / Hours: N/A Serial / VIN: 180-9510168  
Description of Property FLYGT Submersible Pump

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **OTHER:** \_\_\_\_\_

Director Signature: 

Date: 12/30/2016

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

\*\*\*\*\*Finance Section Office Use Only\*\*\*\*\*

Asset Number: \_\_\_\_\_

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_



## PROPERTY DISPOSAL FORM

Department: Enviromental Services Asset Tag#: \_\_\_\_\_  
Contact Person: Jonathan Carter Phone: 3522410178  
Year / Make / Model: 1988 FLYGT CP3127 Vehicle No. N/A  
Miles / Hours: N/A Serial / VIN: 3127.180-8860323  
Description of Property Flyht Pump 10HP

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **OTHER:** \_\_\_\_\_

Director Signature:  Date: 12/22/2016

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

\*\*\*\*\*Finance Section Office Use Only\*\*\*\*\*

Asset Number: \_\_\_\_\_

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_

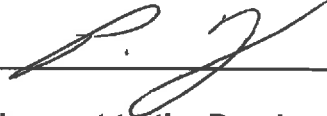
## PROPERTY DISPOSAL FORM

Department: Enviromental Services Asset Tag#: \_\_\_\_\_  
Contact Person: Jonathan Carter Phone: 3522410178  
Year / Make / Model: 1988 FLYGT CP3127 Vehicle No. N/A  
Miles / Hours: N/A Serial / VIN: 3127.180-8860326  
Description of Property Flyht Pump 10HP

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **OTHER:** \_\_\_\_\_

Director Signature:  Date: 12/30/2016

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

\*\*\*\*\*Finance Section Office Use Only\*\*\*\*\*

Asset Number: \_\_\_\_\_

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: Enivormental Services Asset Tag#: \_\_\_\_\_  
Contact Person: Jonathan Carter Phone: 3522410178  
Year / Make / Model: 2009 Vehicle No. N/A  
Miles / Hours: N/A Serial / VIN: 650042548 / FA10.33-238  
Description of Property WLO EMU

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **OTHER:** \_\_\_\_\_

Director Signature: \_\_\_\_\_

Date: 12/22/2016

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

\*\*\*\*\*Finance Section Office Use Only\*\*\*\*\*

Asset Number: \_\_\_\_\_

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_

## PROPERTY DISPOSAL FORM

Department: Enivormental Services Asset Tag#: \_\_\_\_\_  
Contact Person: Jonathan Carter Phone: 3522410178  
Year / Make / Model: 2009 Vehicle No. N/A  
Miles / Hours: N/A Serial / VIN: 650042546 / FA10.33-238  
Description of Property WILO EMU

☐ See attached form with multiple items listed. All items must include above information.

\*\*\*\*\*MUST CHECK ACTION BELOW (One Action Per Form)\*\*\*\*\*

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **OTHER:** \_\_\_\_\_

Director Signature: \_\_\_\_\_

Date: 12/22/2016

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Date Disposed: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_

\*\*\*\*\*Finance Section Office Use Only\*\*\*\*\*

Asset Number: \_\_\_\_\_

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_



## CITY OF CLERMONT

# AGENDA ITEM

Page 1 of 1

|                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|--|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                               |                                    |                                |  |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                         |                                    |                                |  |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                           |                                    |                                |  |
| Appointment                                                                                                                                                                                                                                                                                                                                                       |                                    |                                |  |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                           |                                    |                                |  |
| Recommend to approve the appointment of Jason Sayre to the Police Officers Pension Board of Trustees                                                                                                                                                                                                                                                              |                                    |                                |  |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                               |                                    |                                |  |
| Florida Statutes requires the fifth member of the Police Officers Pension Board of Trustees to be selected by the majority of the current pension board members and as a "ministerial duty", be appointed by the City Council. The current board members of the Police Officers Pension Board of Trustees have selected Jason Sayre to serve as the fifth member. |                                    |                                |  |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                        |                                    |                                |  |
|                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |  |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                      |                                    |                                |  |
|                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |  |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                              | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |  |
|                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |  |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                          |                                    |                                |  |
|                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |  |



## CITY OF CLERMONT

# AGENDA ITEM

Page 1 of 1

|                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                    |                                |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                    |                                |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                                |
| Event and Road Closure Request                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                                |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                                |
| Recommend approval for the City of Clermont's Parks & Recreation Department to host their inaugural "Cyclovia" event on February 25, 2017.                                                                                                                                                                                                                                                                                                                    |                                    |                                |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                    |                                |
| <p>The City of Clermont's Parks and Recreation Department is requesting to host the inaugural "Cyclovia" event in Downtown Clermont on February 25, 2017.</p> <p>The Parks and Recreation Department is requesting to close Osceola Ave between 8th Street and West Avenue from 11:00 AM to 5:00 PM.</p> <p>The goal of this event is to promote healthy lifestyles and activity with a focus on cycling by utilizing local organizations and bike shops.</p> |                                    |                                |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                                                                                                                      |                                    |                                |
| 1. Cyclovia - Application                                                                                                                                                                                                                                                                                                                                                                                                                                     | Cyclovia - Application.pdf         |                                |
| 2. Cyclovia - Road Closure Map                                                                                                                                                                                                                                                                                                                                                                                                                                | Cyclovia - Road Closure Map.png    |                                |



# SPECIAL EVENT PERMIT APPLICATION



## SPECIAL EVENTS PERMIT APPLICATION

PLEASE TYPE OR PRINT CLEARLY

Today's Date December 15, 2017  
Name of Event Cyclovia  
Date(s) of Event Feb 25, 2017 Estimated Attendance: 250  
Event Start Time: 13:00 hrs Event End Time: 16:00 hrs  
Before Event Setup Time: 11:00 hrs After Event Cleanup Time: 17:00 hrs  
Name of Organization/Applicant City of Clermont - Parks and Recreation Dept.

*\*The refundable deposit will be made payable and mailed to the name and address of the applicant listed\**

Check Type of Organization ☒ Resident ☐ Non Resident ☐ Non-Profit ☐ Business  
*Non-Profit documentation must be provided with application.*

Tax Exempt ☐ Yes ☐ No If yes, provide Tax Exempt # \_\_\_\_\_

*If Yes, you must provide your Tax Exempt Certificate with application.*

Federal ID # or Driver's License # \_\_\_\_\_

Event Contact Maritza Rivera Email mrivera@clermontfl.org

Day Phone 352-394-3500 Cell Phone \_\_\_\_\_

Address 3700 South HWY 27 City Clermont State FL Zip 34711

Secondary Contact \_\_\_\_\_ Phone # \_\_\_\_\_

Briefly Describe Event: Special Event to promote bike safety, bike share programs, and promote active lifestyles

Location of Event on City Property:      A      B      C      D      Map 1      Map 2

*Please choose A, B, C, or D on MAP 1 or MAP 2*

Other Location: Osceola Street between 8th Street and West Ave



**PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION**

Alcohol Served: ☐ Yes ☒ No

*If Yes, State Alcoholic Beverage License REQUIRED for sale for alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.*

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent\*

*\*Tents larger than 900 sq ft will require an additional permit*

Electrical Use: ☐ Yes ☒ No Describe the need:

*Additional permits may be required based on use*

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use:

*If Yes, subject to permits as required by the Building/Fire Safety Division.*

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☐ No

*If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395*

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

*Insurance may be required by provider*

Rides: ☐ Yes ☒ No

Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

*Insurance may be required by provider*

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

*If Yes, requires separate approval process completed by Company with the Fire Prevention Division.  
The release of Sky Lanterns is not permitted under state law.*

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

*Written submission for road closure is required and will require city council approval*

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

*If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.  
Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☐ Yes ☒ No

Describe:

*If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.*

Banners or Attention Getting Devices: ☒ Yes ☐ No

*If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.*

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.

*Maritza Rivera*

Applicant's Signature

Maritza Rivera

Printed Name

Program Coordinator

Title

Dec 15, 2017

Date

\*\*\*\*\*FOR CITY DEPARTMENT REVIEW ONLY\*\*\*\*\*

Department / Division Routing:

a) Police Department

b) Development Services Dept

c) Public Works Department

d) Fire Department

e) Parks & Recreation Department

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.





CITY OF CLERMONT

**AGENDA ITEM**

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| Contractor Name Change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                                |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| Recommend to approve contractor name change from Southern Analytical Laboratories, Inc. to Pace Analytical Services, LLC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
| It is recommended that the Council approve consent of assignment to agreement with Southern Analytical Laboratories, Inc. The company Southern Analytical Laboratories, Inc., a company that provides water testing for Environmental Services Department, was acquired by Pace Analytical Services, LLC. The company providing current services is now under the name of Pace Analytical Services, LLC. and acquired Southern Analytical Laboratories, Inc. contractual responsibilities. Pace Analytical Services, LLC. is bound to and agrees to the price, terms and conditions set forth in the original agreement. The current agreement expires October 19, 2017 with optional three one-year renewal periods. |                                    |                                |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                                |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                    |                                |
| There is no fiscal impact.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                    |                                |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                                |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                    |                                |
| 1. Pace Analytical Letter                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Pace Analytical Letter.pdf         |                                |



October 25, 2016

Freddy L. Suarez, MPA, CPPB  
Purchasing Director  
City of Clermont  
685 W. Montrose Street  
Clermont, Florida 34711

**Pace Analytical Services, LLC**  
1800 Elm St SE  
Minneapolis, MN 55414

Phone: 612.607.6400  
Fax: 612.607.6344

RE: City of Oldsmar Piggyback Contract B15-06

Dear Mr. Suarez:

This letter serves as the official notice of Pace Analytical Services, LLC's intent to acquire Southern Analytical Laboratories' assets, including the contract between Southern and City of Clermont. We also wanted to advise you that Pace Analytical intends to honor the terms and conditions (including pricing) related to the above-mentioned contract for its full term, as well as any extensions.

As of November 1, 2016, Pace Analytical will assume ownership of Southern Analytical Laboratories (SAL) and begin operating the former SAL lab at 110 S. Bayview Blvd., Oldsmar, FL 34677 as a Pace Analytical Services facility. All associated services related to the analytical testing services needed to fulfill the terms of your contract will continue to be managed from that location. Field and courier services will continue as needed to service your needs without interruption.

Please send a letter of novation naming Pace Analytical Services, LLC as the new contract holder to my attention at the Oldsmar address listed above.

Attached is a W-9 to update your files.

We will also be working with you to update contact information. Email addresses will gradually change to our standard format ([FirstName.LastName@pacelabs.com](mailto:FirstName.LastName@pacelabs.com)). Our new invoice remit to address is PO Box 684056 Chicago, IL 60695-4056, for invoices dated on or after November 1, 2016. Phone numbers, though, will remain the same insofar as possible.

If you have any questions, please feel free to contact me at [email address and phone number].

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Kerr".

Ron Kerr  
Vice President of Sales  
Southeast Region  
Pace Analytical Services, LLC

A handwritten signature in black ink, appearing to read "Frank Daniels".

Frank Daniels  
President  
Southern Analytical Laboratory



## CITY OF CLERMONT

# AGENDA ITEM

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                     |                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------------|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                     |                                |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                                |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                     |                                |
| Bid Award                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                                |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                     |                                |
| Recommend to approve contract between the City of Clermont and Traverse Group, Inc. to provide asphalt overlay at two city parks.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                     |                                |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                     |                                |
| <p>The Purchasing Department and the Public Works Department recommend approval of the above action.</p> <p>The Public Works Department contacted the Purchasing Department to determine the most effective manner to contract a company to provide asphalt overlay at Hancock Park and Palatlahaha Park parking lots. The Purchasing Department issued a Request for Bid (RFB) number 17-016 to acquire these services. The RFB was fully competed, advertised, and complies with the City of Clermont Purchasing Policy. There were two (2) responses to the RFB.</p> <p>Award is being recommended to the responsive and responsible bidder Traverse Group, Inc. at the total lump sum price of \$206,931.43 who complied with all terms, conditions, and specifications stated in the RFB.</p> |                                     |                                |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                     |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                     |                                |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                     |                                |
| The fiscal impact of \$206,931.43 is included in the current year approved budget.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                     |                                |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Fund Number and Description</b>  | <b>Available Budget Amount</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                     |                                |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                     |                                |
| 1. RFB 17-016 Response Tabulation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | RFB 17-016 Response Tabulation.pdf  |                                |
| 2. Ad                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | RFB 17-016 Asphalt parking lot.docx |                                |



## RESPONSE TABULATION

**RFB 17-016, PARKING LOT ASPHALT OVERLAY**

**DUE DATE/TIME: DECEMBER 22, 2016 AT 2:00 P.M. (EST)**

| COMPANY NAME, CITY, STATE                        | TOTAL LUMP SUM PRICE |
|--------------------------------------------------|----------------------|
| Traverse Group, Inc. – Clermont, FL              | \$206,931.43         |
| C.W. Roberts Contracting, Inc. – Tallahassee, FL | \$469,300.00         |

## REQUEST FOR BID

The City of Clermont is accepting bids from qualified respondents interested in providing asphalt overlay at two City parks parking lot (RFB 17-016). All responses must be received prior to **2:00 P.M. on Thursday, December 22, 2016**. Information about the bid may be obtained from the City's website at <http://www.clermontfl.gov/> or through BidSync at <https://www.bidsync.com/>.

Publication Date: Newspaper  
December 1, 2016





## CITY OF CLERMONT

# AGENDA ITEM

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| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                    |                                |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                    |                                |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                                |
| Bid Award                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                    |                                |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                                |
| Recommend to approve contract between the City of Clermont and Ford of Clermont, Inc. and Rachel's Collision Center, LLC. to provide auto body repair services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                    |                                |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                    |                                |
| <p>The Purchasing Department and the Public Works Department recommend approval of the above action.</p> <p>The Purchasing Department issued a Request for Bid (RFB) number 17-014 to acquire auto body repair services. The RFB was fully competed, advertised, and complies with the City of Clermont Purchasing Policy. There were two (2) responses to the RFB.</p> <p>This agreement will provide body repair of City vehicles, to include but not limited to, removing dents, repairing collision damage, rust removal, painting all or portions of vehicle bodies, etc. on an as-needed basis.</p> <p>Award is being recommended to Ford of Clermont, Inc. and Rachel's Collision Center, LLC. in the estimated annual repair amount of \$52,000 who complied with all terms, conditions, and specifications stated in the RFB.</p> |                                    |                                |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                    |                                |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| Annual projected cost of \$52,000 is included in the current year approved budget.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                                |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                    |                                |
| <b>Exhibits Attached (copies of original agreements)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
| 1. RFB 17-014 Tabulation RFB 17-014 Response Tabulation.pdf                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                                |
| 2. Ad RFB 17-014 Auto Repair.docx                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                    |                                |



## RESPONSE TABULATION

**RFB 17-014, AUTO BODY REPAIR SERVICES**

**DUE DATE/TIME: DECEMBER 22, 2016 AT 2:00 P.M. (EST)**

| Company Name                                                  | Passenger Vehicles | Trucks   | Specialty Vehicles |
|---------------------------------------------------------------|--------------------|----------|--------------------|
| Ford of Clermont, Inc. – Clermont, FL<br>No Addenda 1         | -10%               | -10%     | -10%               |
|                                                               | \$40/hr.           | \$40/hr. | \$40/hr.           |
|                                                               |                    |          |                    |
| Rachel's Collision Center, LLC. – Oakland, FL<br>No Addenda 1 | -10%               | -10%     | -10%               |
|                                                               | \$42/hr.           | \$62/hr. | \$62/hr.           |

\* Addenda 1 was not a mandatory submittal with response.

## REQUEST FOR BID

The City of Clermont is accepting bids from qualified respondents interested in providing Auto Body Repair Services (RFB 17-014). All responses must be received prior to **2:00 P.M. on Thursday, December 22, 2016**. Information about the bid may be obtained from the City's website at <http://www.clermontfl.gov/> or through BidSync at <https://www.bidsync.com/>.

Publication Date: Newspaper  
December 1, 2016



## CITY OF CLERMONT

# AGENDA ITEM

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| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                      |                                |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                      |                                |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                      |                                |
| Bid Award                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                      |                                |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                      |                                |
| Recommend to approve contract between the City of Clermont and Derelle, Inc. to provide renovations to Hancock Park.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                      |                                |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                      |                                |
| <p>The Purchasing Department, Public Works Department, and the Parks and Recreation Department recommend approval of the above action.</p> <p>The Public Works Department contacted the Purchasing Department to determine the most effective manner to contract a company to provide renovations to Hancock Park. The Purchasing Department issued a Request for Bid (RFB) number 17-015 to acquire these services. The RFB was fully competed, advertised, and complies with the City of Clermont Purchasing Policy. There were three (3) responses to the RFB.</p> <p>The work involves replacing existing roof to include replacement of any rotted wood, exterior painting, replacing windows, doors and door frames, drywall repairs, replacing plumbing fixtures and accessories on both restroom facilities, removal and disposal of chain link fence, installing new chain link fence, pouring new concrete pad, and installing brick pavers.</p> <p>Award is being recommended to low responsive and responsible bidder Derelle, Inc. at the total amount of \$364,700 who complied with all terms, conditions, and specifications stated in the RFB.</p> |                                      |                                |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                      |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                      |                                |
| The fiscal impact of \$364,700 is included in the current year approved budget.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Fund Number and Description</b>   | <b>Available Budget Amount</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                      |                                |
| 1. RFB 17-015 Response Tabulation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | RFB 17-015 Response Tabulation.pdf   |                                |
| 2. Ad                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | RFB 17-015 Reno to Hancock Park.docx |                                |



## RESPONSE TABULATION

**RFB 17-015, HANCOCK PARK RENOVATIONS**

**DUE DATE/TIME: DECEMBER 22, 2016 AT 2:00 P.M. (EST)**

| COMPANY NAME, CITY, STATE                   | ADDENDA 1 | ADDENDA 2 | TOTAL LUMP SUM PRICE |
|---------------------------------------------|-----------|-----------|----------------------|
| Derelle, Inc. – Clermont, FL                | Y         | Y         | \$364,700.00         |
| S.A. Casey Construction, Inc. – Orlando, FL | Y         | Y         | \$381,834.01         |
| H&F Construction Services – Sanford, FL     | Y         | Y         | \$447,102.00         |

## REQUEST FOR BID

The City of Clermont is accepting bids from qualified respondents interested in providing renovations to Hancock Park (RFB 17-015). All responses must be received prior to **2:00 P.M. on Thursday, December 22, 2016**. Information about the bid may be obtained from the City's website at <http://www.clermontfl.gov/> or through BidSync at <https://www.bidsync.com/>.

Publication Date: Newspaper  
December 1, 2016



## CITY OF CLERMONT

# AGENDA ITEM

Page 1 of 1

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Ordinance No. 2017-02 <i>Final</i><br><i>Kings Crossing Commercial</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Recommend approval of Ordinance 2017-02.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| <p>The owner, South Lake Connector, LLC, is requesting to rezone 80.45 acres to Planned Unit Development (PUD) zoning. Of the total project acreage, approximately 11 acres is usable for development. The remaining portion, which includes part of Lake Felter, will be retained as open space. The property is located at the southeast corner of Citrus Tower Boulevard and US Hwy 27. The property currently has two zoning designations, C-1 Light Commercial on the southern portion, and a conditional use permit (CUP) for a PUD on the northern portion, which is part of the Lost Lake Reserve Development of Regional Impact (DRI). The northern portion of the property, approximately 44 acres, is currently used for a stormwater pond and open space. The remaining southern portion is about 37 vacant acres and is where a majority of the developable area is located. The owner is requesting a PUD with C-1 Light Commercial uses in order to relocate the existing stormwater pond, provide better access to the proposed development, establish a unified development plan and tie the project under one zoning designation, a PUD with C-1 Light Commercial uses.</p> <p>The owner has provided a PUD conceptual master plan for the project, prepared by McCoy and Associates, indicating the layout of the project. Based on this proposed layout and in dealing with the existing site characteristics, seven waivers to the land development code (LDC) were identified. These have been reviewed by staff and are included in the PUD ordinance for consideration. The waivers include: (1) the ability to have buildings greater than 5,000 square feet, but not more than 20,000 square feet, (2) paved parking stall reduction from 20 feet to 18 feet with an additional 2 feet grassed/mulched overhang, (3) retaining wall height up to 18 feet, (4) reduced 10-foot-wide landscape buffer in a select area, (5) use existing canopy trees/planted pines in lieu of a planted buffer, (6) a total of three commercial center ground identification signs, one at each entrance, and (7) elimination of interior landscaping between properties/users. At this time, only one user has been identified for the project, and it has been shown on the plan. The remaining area will be developed according to the market demand and each individual user will be required to go through site review and meet the LDC, except for any waivers approved by Council contained in the PUD.</p> <p>Staff has reviewed the applicant's request for a rezoning from the existing CUP for a PUD for the Lost Lake Reserve DRI and C-1 Light Commercial use to PUD zoning with C-1 Light Commercial uses. Staff has received confirmation from the Florida Department of Economic Opportunity that the unification of the parcels into one project would not pose additional impacts. Staff believes the proposal meets the standards of Section 122-315, review criteria for a PUD. Therefore, staff recommends approval of Ordinance 2017-02 for a PUD with C-1 Light Commercial uses.</p> <p><i>At the December 6, 2016 Planning and Zoning Commission meeting, Commissioner Carlos Solis moved to</i></p> |  |

*recommend approval of the rezoning; Commissioner Cuqui Whitehead seconded. The vote was unanimous to recommend approval of the rezoning.*

#### Additional Analysis

#### Fiscal Impact Summary

#### Fiscal Impact

#### Fund Number and Description

#### Available Budget Amount

#### Exhibits Attached (copies of original agreements)

- |    |                            |                                         |
|----|----------------------------|-----------------------------------------|
| 1. | Ordinance                  | REZ ORD 2017-02 with Conditions.docx    |
| 2. | Maps                       | Kings Crossing Commercial PUD Maps.pdf  |
| 3. | PUD Conceptual Master Plan | KC PUD REV MASTER PLAN.pdf              |
| 4. | C-1 Light Commercial uses  | C-1 Light Commercial permitted uses.pdf |
| 5. | Wheel Stop Exhibit         | Wheel Stop Exhibit.pdf                  |
| 6. | Minutes                    | P&Z Minutes.pdf                         |
| 7. | Application                | REZ application.pdf                     |
| 8. | Legal ad                   | REZ Kings Crossing Comm legal ad.docx   |



*CITY OF CLERMONT*  
**ORDINANCE No. 2017-02**

**AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR SEVERABILITY, EFFECTIVE DATE, AND PUBLICATION.**

The City Council of the City of Clermont, Lake County, Florida hereby ordains that:

**SECTION 1:**

The official Zoning Map of the City of Clermont, Lake County, Florida referred to in Chapter 122 of Ordinance No. 289-C, Code of Ordinances, is hereby amended by rezoning the following described property:

**LEGAL DESCRIPTION**

Parcel 1 (Existing C-1 Zoning):

The northeast quarter of the northeast quarter of Section 5, Township 23 South, Range 26 East, Lake County, Florida, and that portion of the northwest quarter of the northeast quarter lying east and north of U.S. Highway 27 of Section 5, Township 23 South, less the right-of-way for U.S. Highway 27; also less the right-of-way for South Lake Connector as shown in deed to Lake County recorded in O.R. Book 2595, Page 1130; also less retention pond as shown in easement recorded in O.R. Book 2899, Page 1262, Public Records of Lake County, Florida. Parcel Identification Number: 05-23-26-000100000100 (AK 1707307)

AND

Parcel 2 (Acquired Lost Lake Reserve Tract):

Clermont, Lost Lake Sub Tract F--less from southwest corner of SE 1/4 of Sec 32-22-26 runs 89-56-38E 1449.42 ft. to easterly right-of-way line of Citrus Tower Blvd for Point of Beginning, said point being on a on-tangent curve concave southwesterly having a radius of 400 ft., a central angle of 11-39-40, an arc length of 81.41 ft. & a chord bearing of north 19-11-15 west to a point of cusp of said curve, thence south 5-01-05 E 84.71 ft. to south line of SE 1/4 of Sec. 32, north 89-56-38 west 9.12 ft. to Point of Beginning of road right-of-way-- PB 50 PGS 64- 69 and Tract 4, Lost Lake, according to the map or plat thereof as recorded in Plat Book 50, Page 64, Public Records of Lake County, Florida. Parcel Identification Numbers: 2822261200-004-00000 & 2822261200-00F-00000 (AK 3821839 & 3821852)

Containing 80.45 acres more or less, and being subject to any easements, rights-of-way or restrictions of record.

*CITY OF CLERMONT*  
**ORDINANCE No. 2017-02**

**LOCATION**

Southeast corner of South US Hwy 27 and Citrus Tower Blvd

**To change the zoning from C-1 Light Commercial to Planned Unit Development**

**SECTION 2 - General Conditions:**

This application for a Planned Unit Development to allow for a multi-use Planned Unit Development with C-1 Light Commercial uses; be granted subject to the following conditions:

1. The conditions as set forth in this Planned Unit Development shall be legally binding upon any heirs, assigns and successors in title or interest.
2. The property shall be developed in substantial accordance with the PUD Conceptual Master Plan – Kings Crossing Commercial Complex, prepared by McCoy & Associates, dated Sept. 2016. Formal construction plans incorporating all conditions stated in this permit shall be submitted for review and approved by the Site Review Committee prior to the issuance of a zoning clearance or other development permits.
3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.

**SECTION 3 - Land Uses and Specific Conditions:**

1. The property will be permitted for C-1 Light Commercial use. Buildings may be greater than 5,000 square feet but no more than 20,000 square feet.
2. Setbacks for Commercial buildings  
From US Hwy 27: 50 feet from the property line  
From Citrus Tower Blvd: 25 feet from the property line  
Side: 12 feet from the property line  
Rear: 25 feet from the property line
3. Driveway access and parking for the project may be below the centerline of US 27 or Citrus Tower Blvd. and will be subject to the approval of the City Engineer.
4. Parking stall reduction from 20 feet deep to 18 feet deep with an additional 2 foot grassed/mulched section in lieu of wheelstops may be used in parking areas, where appropriate.

*CITY OF CLERMONT*  
**ORDINANCE No. 2017-02**

5. Retaining wall height up to 18 feet in height may be allowed to deal with the extreme grades on the site between the building area and the lakefront swale area adjacent to Lake Felter.
6. A reduced 10-foot-wide landscape buffer, approximately 210 lineal feet along US Hwy 27, is requested due to the additional 10 feet of right of way in this area. The 10-foot landscape buffer will start at the southwest corner of the project and run northward for approximately 210 feet and then resume the required 20-foot-wide landscape buffer.
7. Use of existing canopy trees/planted pines in lieu of a planted buffer in the southeast portion of the project adjacent to Lake Felter, where appropriate, may be used.
8. The project may have three commercial center ground identification signs, one at each entrance, for multi-tenant use. The sign on US Hwy 27 may be up to 15 feet high, 10 feet wide, and have a signage area up to 75 square feet. The two ground identification signs along Citrus Tower Blvd. may be up to 10 feet high, 10 feet wide and have a signage area up to 60 square feet.
9. Interior perimeter landscape buffers between properties is not required. The project will still have to be developed in accordance with Chapter 118, Vegetation.
10. Any fencing viewed by the public shall be an ornamental metal type.
11. The project shall be developed according to the C-1 Light Commercial zoning designation in the Land Development Code, unless expressly stated above.

**SECTION 4:**

All Ordinances or parts of this Ordinance in conflict herewith are hereby repealed.

**SECTION 5:**

Should any Section or part of this Section be declared invalid by any court of competent jurisdiction, such adjudications shall not apply to or affect any other provision of this Ordinance, except to the extent that the entire Section or part of the Section may be inseparable in meaning and effect from the Section to which such holding shall apply.

**SECTION 6:**

This Ordinance shall be published as provided by law, and it shall become law and take effect upon its Second Reading and Final Passage.

*CITY OF CLERMONT*  
**ORDINANCE No. 2017-02**

Location map:



*CITY OF CLERMONT*  
**ORDINANCE No. 2017-02**

**PASSED AND ADOPTED** by the City Council of the City of Clermont, Lake County, Florida on this 10th day of January, 2017.

CITY OF CLERMONT

---

Gail L. Ash, Mayor

ATTEST:

---

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

---

Daniel F. Mantzaris, City Attorney



Exhibit - Location Map  
Kings Crossing Commercial PUD

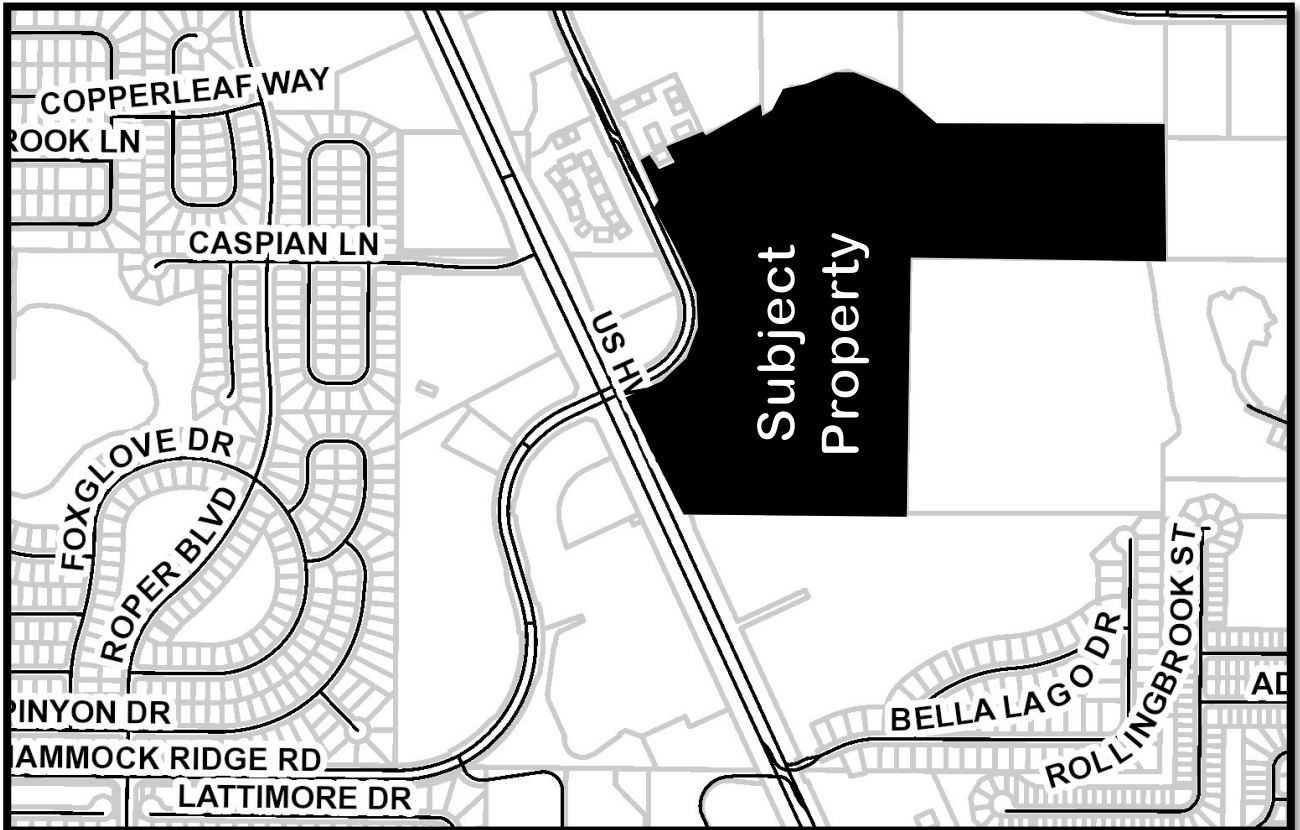
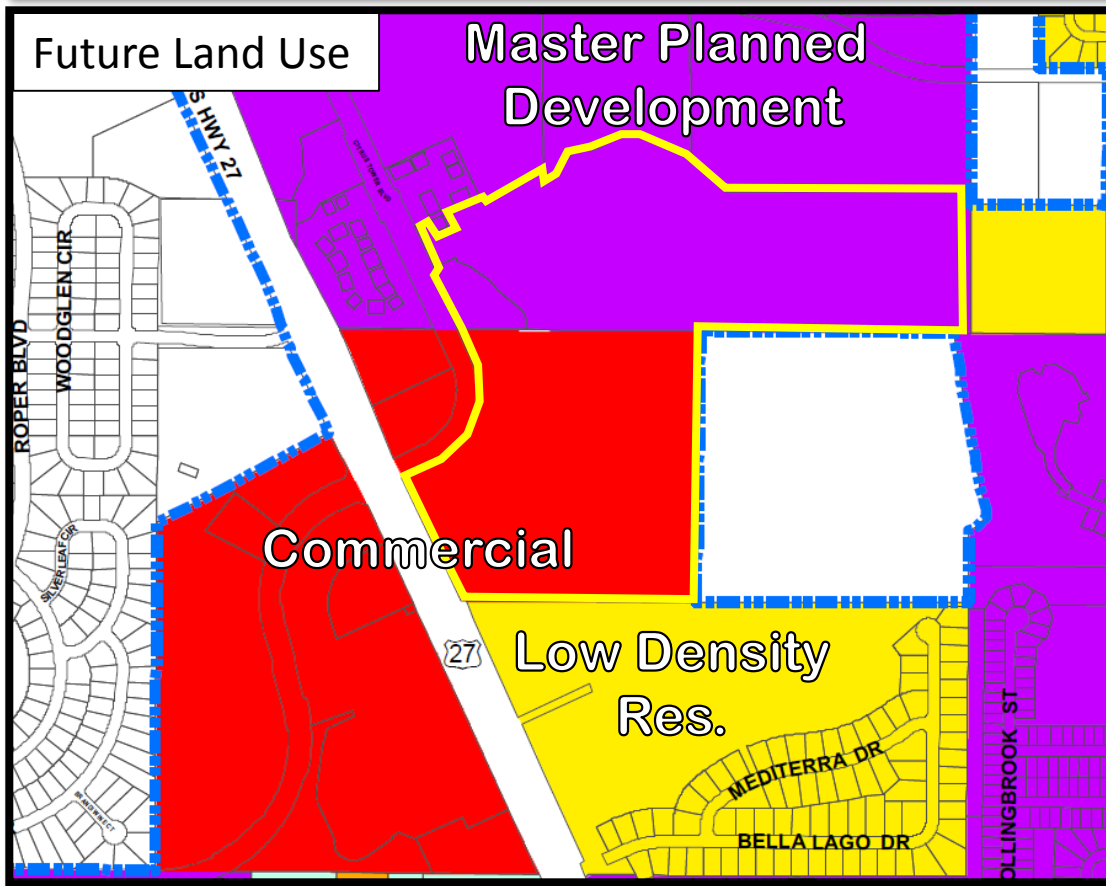
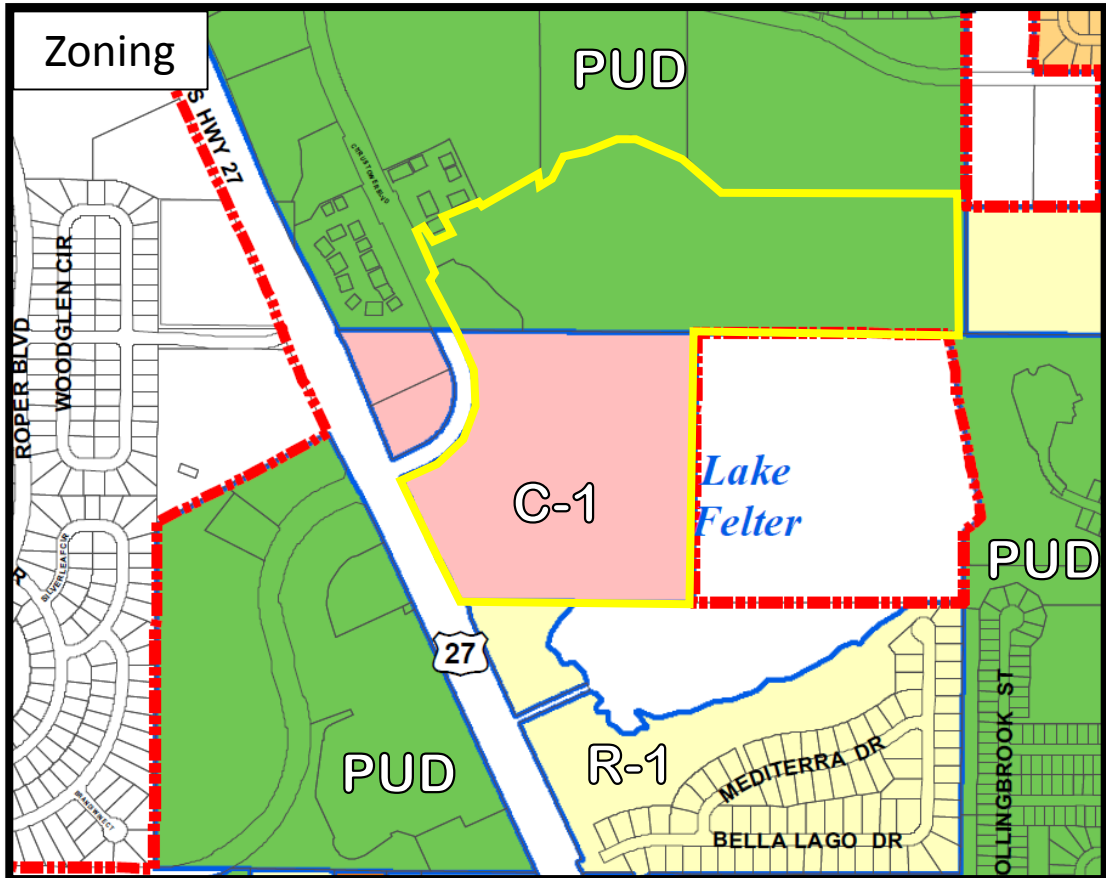


Exhibit – Zoning and Future Land Use Map  
Kings Crossing Commercial PUD







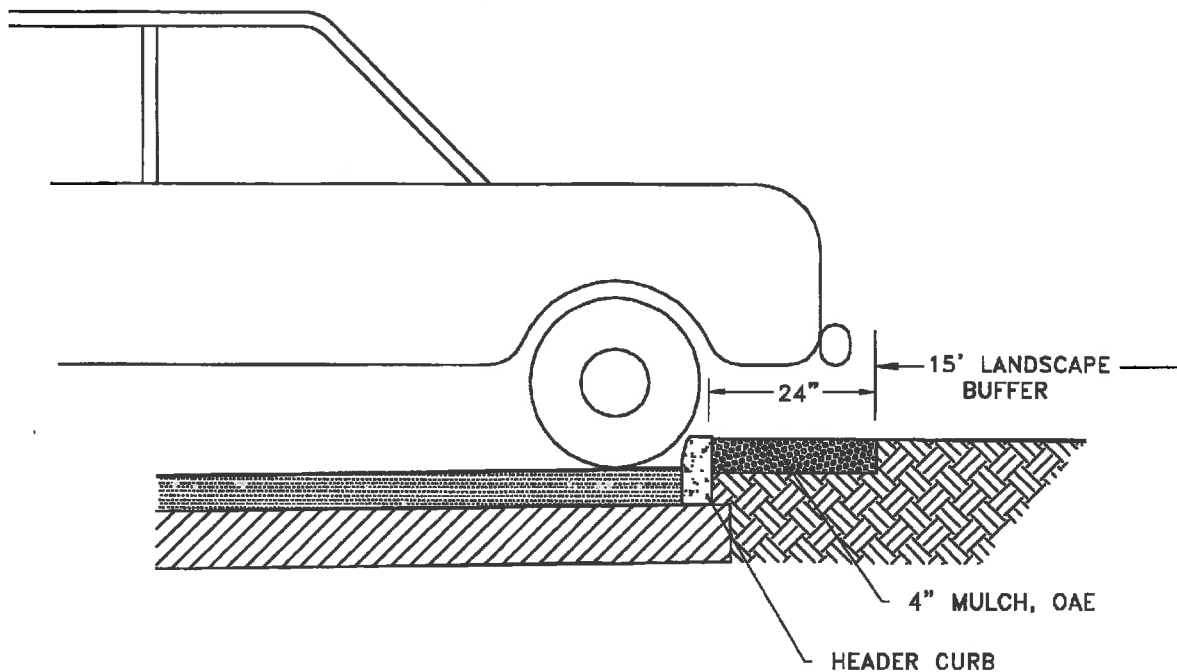


DIVISION 10. - C-1 LIGHT COMMERCIAL DISTRICT<sup>[101](#)</sup>

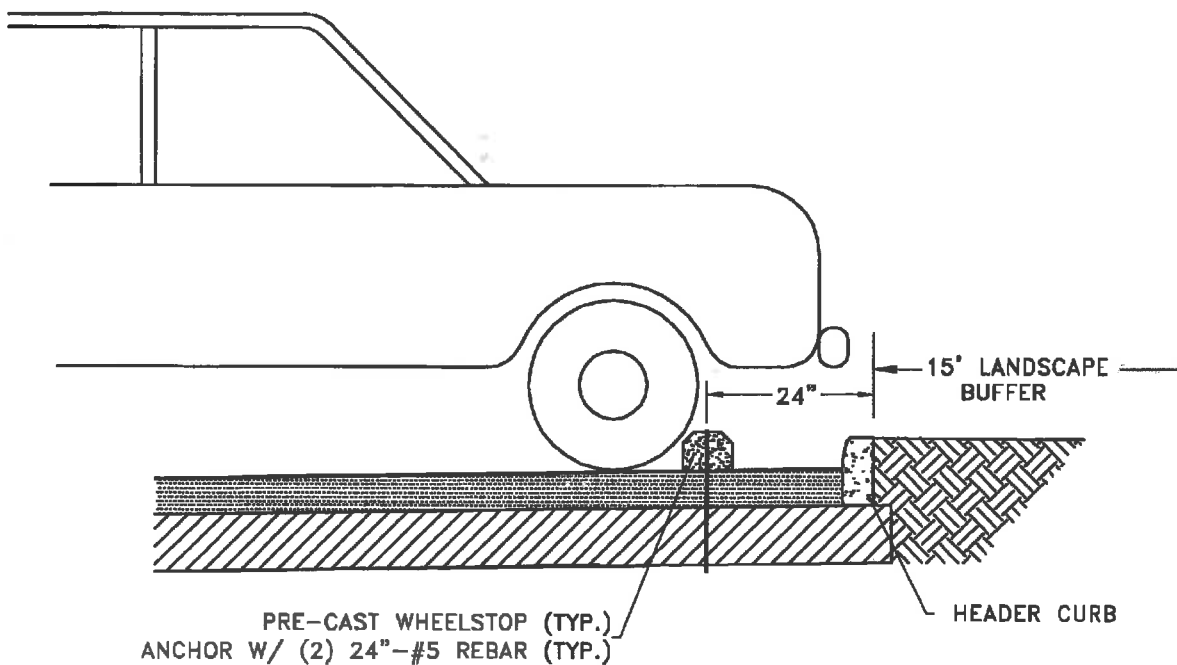
Sec. 122-203. - Permitted uses.

(a) *Generally.* Permitted uses in the C-1 district are as follows:

- (1) Retail businesses which supply commodities on the premises, such as but not limited to groceries, baked goods or other foods, drugs, dry goods, clothing, decorations, hardware, furniture, appliances, sporting goods, flowers, etc.
- (2) Personal service establishments, such as but not limited to beauty shops or barber shops, tailor or dressmaking shops, shoe repair, music, dancing and photographic studios and dry cleaners. Permanent makeup service may be allowed as an accessory use; with a business tax receipt and with medical supervision, within an existing salon, beauty shop, barber shop, medical office, or similar use. Such service shall be limited to the face area and would consist of cosmetic permanent makeup for eyeliner, eyebrow and mouth/lip liner definition.
- (3) Professional offices, doctor offices, banks, loan companies, insurance and real estate offices, and similar businesses.
- (4) Dwelling units permitted in the R-3 district, provided that they meet the regulations of the R-3 district.
- (5) Buildings, structures and uses maintained or operated by the city.
- (6) Lodges and clubs.
- (7) Churches and places of religious worship, less than one acre or 5,000 square feet or less.
- (8) Restaurants.
- (9) Shopping centers. Any group of businesses with shared parking or in which the total land area of the development less than five acres.



### VARIANCE REQUEST



### CURRENT CITY CODE

## WHEEL STOP VARIANCE DETAIL

N.T.S.

**City of Clermont  
MINUTES  
PLANNING AND ZONING COMMISSION  
DECEMBER 6, 2016**

**Page 2**

**REPORTS**

Commissioner Whitehead stated that Doris Bloodsworth will be leaving the City and she has been a great asset to the City.

Commissioner Solis stated that his band will be playing at the Garden Theater in Winter Garden on January 6, 2017.

Chairman Jones stated that the Christmas concert played by the Florida Lakes Symphony will be playing in Mount Dora at the community center on December 22, 2016. He stated that they are looking for sponsors in the community to help them to be able to come back to Clermont.

**1. REQUEST FOR REZONING**

**REQUEST:** To change the zoning to Planned Unit Development

**PROJECT:** Kings Crossing Commercial

Senior Planner Kruse presented the staff report as follows:

The owner, South Lake Connector, LLC is requesting to rezone 80.45 acres to Planned Unit Development zoning. Of the total project acreage, approximately 11 acres is actually usable for development. The remaining portion will be retained in open space and water body, Lake Felter. The property is located at the southeast corner of Citrus Tower Blvd. and US Hwy 27. The property currently has two zoning designations, C-1 Light Commercial, on the southern portion, and a conditional use permit for a Planned Unit Development on the northern portion, which is part of the Lost Lake DRI. The northern portion of the property, approximately 44 acres, is currently used for an existing stormwater pond and open space. The remaining southern portion is about 37 acres and is vacant with where a majority of the developable area is located. The owner is requesting a Planned Unit Development with C-1 Light Commercial uses in order to relocate the existing stormwater pond, provide better access to the proposed development, establish a unified development plan and tie the project under one zoning designation, a Planned Unit Development with C-1 Light Commercial uses.

The owner has provided a Planned Unit Development Conceptual Master Plan for the project, as prepared by McCoy and Associates, indicating the layout of the project. Resulting from this proposed layout and dealing with the existing site characteristics, seven waivers to the Land Development Code were identified. These have been reviewed by staff and are included in the Planned Unit Development ordinance for consideration. The waivers include: (1) the ability to have buildings greater than 5,000 square feet but not more than 20,000 square feet, (2) paved parking stall reduction from 20 feet to 18 feet with an additional 2 feet grassed/mulched overhang, (3) retaining wall height up to 18 feet, (4) reduced 10 foot wide landscape buffer in a select area, (5) use existing canopy trees/planted pines in lieu of a planted buffer, (6) a total of three commercial center ground identification signs, one at each entrance, and (7) elimination of interior landscaping between properties/users. At this time, only one user has been identified for

**City of Clermont  
MINUTES  
PLANNING AND ZONING COMMISSION  
DECEMBER 6, 2016**

**Page 3**

the project and it has been shown on the plan. The remaining area will be developed according to the market demand and each individual user will be required to go through site review and meet the Land Development Code, except for any waivers approved by Council contained in the Planned Unit Development.

Staff has reviewed the applicant's request for a rezoning from the existing conditional use permit for a Planned Unit Development of the Lost Lake Development of Regional Impact and C-1 Light Commercial use to Planned Unit Development zoning with C-1 Light Commercial uses. Staff has received confirmation from the State reviewing agency having jurisdiction over the proposal that the unification of the parcels into one project would not pose additional impacts. Staff believes the proposal meets the standards in regards to Section 122-315, Review Criteria for a Planned Unit Development. Therefore, staff recommends approval of Ordinance 2017-02 for a Planned Unit Development with C-1 Light Commercial uses.

Rick McCoy, 732 Fourth Street, stated that he was present to answer any questions.

Commissioner Proli asked about the elimination of the interior landscape buffer.

Mr. McCoy stated that the landscape buffer in between the lots within a development is not necessary since the separate parcels will be one development. He stated that they will still have a 20-foot landscape buffer along the frontage road that will be included within the development.

Commissioner Proli asked about the reduction of the parking stalls.

Mr. McCoy stated that it will still be 20 feet, but rather than having 20 feet of pavement, a portion will be grass in order to reduce pavement and help with better stormwater management.

Commissioner Martin stated that there does not seem to be very many trees on the property.

Mr. McCoy stated that there are pines and oaks along the waterfront which aren't visible from the road.

Commissioner Proli asked if all of the area will be C-1 Light Commercial zoning.

Mr. McCoy stated that the development will C-1 Light Commercial zoning use.

Commissioner Martin asked if the parcel was 11 acres.

Mr. McCoy stated that there are actually about 10 acres that can be developed.

*Commissioner Solis moved to recommend approval of the rezoning; Commissioner Whitehead seconded. The vote was unanimous to recommend approval of the rezoning.*

Commissioner Whitehead recognized the boy scouts that were present at the meeting.



**CITY OF CLERMONT  
REZONING  
APPLICATION**

DATE: 10/31/16

FEE: \$350.<sup>00</sup>

PROJECT NAME (if applicable): Kings Crossing Commercial

APPLICANT: Jimmy D. Crawford

CONTACT PERSON: " "

Address: 1201 W. Highway 50

City: Clermont State: Florida Zip: 34711

Phone: (352) 394-7408 Fax: (352) 394-7298

E-Mail: Jimmy.crawford@mngellaw.com

OWNER: South Lake Connector, LLC

Address: PO Box 120355

City: Clermont State: Florida Zip: 34712

Phone: (352) 394-7408 Fax: (352) 394-7298

Address of Subject Property: N/A - SE Corner of US 27 + Citrus Tower Blvd.

Legal Description (include copy of survey): see attached.

Acreage: 80.45 total Land Use: Commercial  
11.07 useable (City verification required)

Present Zoning: L-1 and PUD Proposed Zoning: PUD  
(City verification required)



**CITY OF CLERMONT**  
**REZONING**  
**APPLICATION**  
Page 2

**Answers to the following questions are required to complete this application.**

What are you proposing to do that would require a rezoning?

*Establish a unified development plan for a commercial center, and move an existing stormwater pond.*

*See Attached Statement in Support, including LDR Waivers requested as a part of PUD Zoning.*

*Jimmy Crawford*  
Applicant Name (print)

X *[Signature]*  
Applicant Name (signature)

*Randall B. Langley, Mgr*  
Owner Name (print)  
*South Lake Connector, LLC*

X *[Signature]*  
Owner Name (signature)

**City of Clermont**  
Development Services Department  
685 W. Montrose St.  
P.O. Box 120219  
Clermont, FL. 34712-021 9  
(352) 394-4083 Fax: (352) 394-3542



**STATEMENT IN SUPPORT  
PUD ZONING APPLICATION  
NOTIFICATION OF PROPOSED CHANGE TO PREVIOUSLY APPROVED DRI**

**KINGS CROSSING COMMERCIAL PROJECT**

1. Applicant/  
Agent: Jimmy D. Crawford, Esq.  
Langley, Nagel & Crawford, Chartered  
1201 West Highway 50  
Clermont, Florida 34711  
Phone: 352/394-7408  
Email: [jimmy.crawford@mnagellaw.com](mailto:jimmy.crawford@mnagellaw.com)
2. Owner: South Lake Connector, LLC  
P. O. Box 120355  
Clermont, Florida 34712  
Phone: 352/394-7408  
Email: [langleyfl@me.com](mailto:langleyfl@me.com)
3. Location: See attached legal description. Southeast Corner of U.S. Hwy 27 and  
Citrus Tower Boulevard, Clermont, Florida.  
Section 28, Township 22 South, Range 26 East.
4. Description of Change/Zoning Request.

King's Crossing is an approved commercial development, zoned C-1, with a Commercial Land Use Classification. The Owner of King's Crossing has purchased additional land, in order to relocate an existing stormwater pond and better locate access to the development. The additional land is a part of the Lost Lake DRI, but was given no designation for development purposes, as it was to be used for stormwater treatment (see attached copy of Map H, on which the property is located south of "R" and west of Lake Felter). As the attached conceptual plan shows, the development is located on a curve of Citrus Tower Boulevard at the intersection of U.S. Highway 27. The proposed "northern" entrance/exist to the property, located as far from the curve as possible to allow increase line of sight, is proposed to be located at the site of an existing stormwater pond, utilized for joint retention between Lake County, South Lake Connector, LLC, and the Lost Lake DRI. This pond will be relocated to the southeastern portion of the development, as shown on the Concept Plan. This will result in approximately 1.25 acres of property which is currently located in the stormwater pond to be utilized for commercial development. The Owner is requesting C-1 uses for the entire property.

5. Waivers Requested in PUD:

- A. Retaining Wall in stormwater pond of up to 18'. LDR Section 94-195(d)(5).
- B. Grassed Areas in lieu of wheel stops where appropriate. LDR Section 118-38(d)(2).
- C. Use of existing canopy trees in lieu of planted buffers. LDR Section 118-37(d).

6. See attached conceptual plan, indicating changes requested.

**EXHIBIT "A"**

**Legal Description for**

**King's Crossing Commercial PUD**

**Parcel 1 (Existing C-1 Zoning):**

The Northeast Quarter of the Northeast Quarter of Section 5, Township 23 South, Range 26 East, Lake County, Florida, and that portion of the Northwest Quarter of the Northeast Quarter lying East and North of U.S. Highway Number 27 of Section 5, Township 23 South, Less the Right of Way for U.S. Highway Number 27; also less the Right of Way for South Lake Connector as shown in Deed to Lake County recorded in O.R. Book 2595, Page 1130; also less Retention Pond as shown in Easement recorded in O.R. Book 2899, Page 1262, Public Records of Lake County, Florida.

Parcel Identification Number: 05-23-26-000100000100

**Parcel 2 (Purchased from Lost Lake Reserve - part of Lost Lake DRI):**

CLERMONT, LOST LAKE SUB TRACT F--LESS FROM SW COR OF SE 1/4 OF SEC 32-22-26 RUN S 89-56-38 E 1449.42 FT TO E'LY R/W LINE OF CITRUS TOWER BLVD FOR POB, SAID POINT BEING ON A ON-TANGENT CURVE CONCAVE SW'LY HAVING A RADIUS OF 400 FT, A CENTRAL ANGLE OF 11-39-40, AN ARC LENGTH OF 81.41 FT & A CHORD BEARING OF N 19-11-15 W TO A POINT OF CUSP OF SAID CURVE, THENCE S 5-01-05 E 84.71 FT TO S LINE OF SE 1/4 OF SEC 32, N 89-56-38 W 9.12 FT TO POB OF RD R/W-- PB 50 PGS 64-69 AND Tract 4, LOST LAKE, according to the map or plat thereof as recorded in Plat Book 50, Page 64, Public Records of Lake County, Florida.

Parcel Identification Numbers: 2822261200-004-00000 & 2822261200-00F-00000





# PROPERTY RECORD CARD

## General Information

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                        |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------------------|
| <b>Owner Name:</b>           | SOUTH LAKE<br>CONNECTOR LLC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Alternate Key:</b>                | 3821852                                |
| <b>Mailing Address:</b>      | PO BOX 120355<br>CLERMONT, FL<br>34712-0355<br><a href="#">Update Mailing Address</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Parcel Number:</b>                | 28-22-26-<br>120000F00000              |
|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Millage Group and City:</b>       | 000C<br>(CLERMONT)                     |
|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Total Certified Millage Rate:</b> | 18.0915                                |
|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Trash/Recycling/Water/Info:</b>   | <a href="#">My Public Services Map</a> |
| <b>Property Location:</b>    | CLERMONT FL<br>34711<br><a href="#">Update Property Location</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Property Name:</b>                | <a href="#">Submit Property Name</a>   |
|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>School Locator:</b>               | <a href="#">School and Bus Map</a>     |
| <b>Property Description:</b> | CLERMONT, LOST LAKE SUB TRACT F--LESS FROM SW COR OF SE 1/4  <br>OF SEC 32-22-26 RUN S 89-56-38 E 1449.42 FT TO E'LY R/W LINE  <br>OF CITRUS TOWER BLVD FOR POB, SAID POINT BEING ON A  <br>NON-TANGENT CURVE CONCAVE SW'LY HAVING A RADIUS OF 400 FT, A  <br>CENTRAL ANGLE OF 11-39-40, AN ARC LENGTH OF 81.41 FT & A  <br>CHORD BEARING OF N 19-11-15 W TO A POINT OF CUSP OF SAID  <br>CURVE, THENCE S 25-01-05 E 84.71 FT TO S LINE OF SE 1/4 OF  <br>SEC 32, N 89-56-38 W 9.12 FT TO POB OF RD R/W-- PB 50 PGS  <br>64-69  <br>ORB 4789 PG 159 |                                      |                                        |

## Land Data

| Line | Land Use       | Frontage | Depth | Notes   | No. Units | Type | Class | Value  | Land Value |
|------|----------------|----------|-------|---------|-----------|------|-------|--------|------------|
| 1    | WETLAND (9600) | 0        | 0     | 2.16 AC | 1         | LT   |       | \$0.00 | \$1.00     |

## Miscellaneous Improvements

There is no improvement information to display.

## Sales History

| Book/Page                                                                             | Sale Date | Instrument    | Qualified/Unqualified | Vacant/Improved | Sale Price  |
|---------------------------------------------------------------------------------------|-----------|---------------|-----------------------|-----------------|-------------|
| <a href="#">4789 / 159</a>                                                            | 5/5/2016  | Warranty Deed | Multi-Parcel          | Vacant          | \$75,000.00 |
| <a href="#">Click here to search for mortgages, liens, and other legal documents.</a> |           |               |                       |                 |             |



## PROPERTY RECORD CARD

## General Information

|                              |                                                                                    |                                      |                                        |
|------------------------------|------------------------------------------------------------------------------------|--------------------------------------|----------------------------------------|
| <b>Owner Name:</b>           | SOUTH LAKE CONNECTOR LLC                                                           | <b>Alternate Key:</b>                | 3821839                                |
| <b>Mailing Address:</b>      | PO BOX 120355<br>CLERMONT, FL 34712-0355<br><a href="#">Update Mailing Address</a> | <b>Parcel Number:</b>                | 28-22-26-120000400000                  |
|                              |                                                                                    | <b>Millage Group and City:</b>       | 000C<br>(CLERMONT)                     |
|                              |                                                                                    | <b>Total Certified Millage Rate:</b> | 18.0915                                |
|                              |                                                                                    | <b>Trash/Recycling/Water/Info:</b>   | <a href="#">My Public Services Map</a> |
| <b>Property Location:</b>    | CLERMONT FL 34711<br><a href="#">Update Property Location</a>                      | <b>Property Name:</b>                | <a href="#">Submit Property Name</a>   |
|                              |                                                                                    | <b>School Locator:</b>               | <a href="#">School and Bus Map</a>     |
| <b>Property Description:</b> | CLERMONT, LOST LAKE SUB 32-22-26 TRACT 4 PB 50 PG 64-69<br>ORB 4789 PG 159         |                                      |                                        |

## Land Data

| Line | Land Use       | Frontage | Depth | Notes | No. Units | Type | Class | Value  | Land Value |
|------|----------------|----------|-------|-------|-----------|------|-------|--------|------------|
| 1    | WETLAND (9600) | 0        | 0     |       | 42        | AC   |       | \$0.00 | \$1,890.00 |

## Miscellaneous Improvements

There is no improvement information to display.

## Sales History

| Book/Page  | Sale Date | Instrument                 | Qualified/Unqualified | Vacant/Improved | Sale Price  |
|------------|-----------|----------------------------|-----------------------|-----------------|-------------|
| 4789 / 159 | 5/5/2016  | Warranty Deed Multi-Parcel |                       | Vacant          | \$75,000.00 |

[Click here to search for mortgages, liens, and other legal documents.](#)

## Values and Estimated Ad Valorem Taxes

| Tax Authority                     | Market Value | Assessed Value | Taxable Value | Millage | Estimated Taxes |
|-----------------------------------|--------------|----------------|---------------|---------|-----------------|
| LAKE COUNTY BCC GENERAL FUND      | \$1,890      | \$1,890        | \$1,890       | 5.11800 | \$9.67          |
| LAKE COUNTY MSTU AMBULANCE        | \$1,890      | \$1,890        | \$1,890       | 0.46290 | \$0.87          |
| SCHOOL BOARD STATE                | \$1,890      | \$1,890        | \$1,890       | 4.62700 | \$8.75          |
| SCHOOL BOARD LOCAL                | \$1,890      | \$1,890        | \$1,890       | 2.24800 | \$4.25          |
| CITY OF CLERMONT                  | \$1,890      | \$1,890        | \$1,890       | 4.20610 | \$7.95          |
| ST JOHNS RIVER FL WATER MGMT DIST | \$1,890      | \$1,890        | \$1,890       | 0.28850 | \$0.55          |

# PROPERTY RECORD CARD

## General Information

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                      |                                            |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------------------------------------|
| <b>Owner Name:</b>           | SOUTH LAKE<br>CONNECTOR LLC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Alternate Key:</b>                | 1707307                                    |
| <b>Mailing Address:</b>      | PO BOX 120355<br>CLERMONT, FL<br>34712-0355<br><a href="#">Update Mailing Address</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Parcel Number:</b>                | 05-23-26-<br>000100000100                  |
|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Millage Group and City:</b>       | 000C<br>(CLERMONT)                         |
|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Total Certified Millage Rate:</b> | 18.0915                                    |
|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Trash/Recycling/Water/Info:</b>   | <a href="#">My Public Services Map</a>     |
| <b>Property Location:</b>    | CLERMONT FL<br>34711<br><a href="#">Update Property Location</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Property Name:</b>                | --<br><a href="#">Submit Property Name</a> |
|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>School Locator:</b>               | <a href="#">School and Bus Map</a>         |
| <b>Property Description:</b> | <p>N 1/2 OF NE 1/4 LYING E'LY OF US HWY 27 &amp; LYING SE'LY OF THE <br/>         FOLLOWING DESC RD R/W: FROM NW COR OF NE 1/4 RUN S<br/>         89-36-07  <br/>         E 1348.13 FT FOR POB, CONT N 89-36-07 E 110.40 FT, S  <br/>         24-40-34 E 147.32 FT TO A POINT OF CURVATURE OF A CURVE<br/>          <br/>         CONCAVE TO THE W, HAVING A RADIUS OF 400 FT, THENCE<br/>         FROM A  <br/>         CHORD BEARING OF S 20-15-06 W RUN SWLY ALONG THE<br/>         ARC OF  <br/>         SAID CURVE THRU A CENTRAL ANGLE OF 89-51-20 A DIST OF<br/>         627.31 <br/>         FT TO THE POINT OF TANGENCY, THENCE S 65-10-46 W A DIST<br/>         OF  <br/>         146.24 FT TO A POINT ON E'LY R/W LINE OF US HWY 27,<br/>         THENCE N <br/>         24-49-14 W ALONG SAID E'LY R/W LINE 87.28 FT, N 22-26-06 W  <br/>         ALONG SAID E'LY R/W LINE 12.73 FT, N 65-10-46 E 145.71 FT<br/>         TO <br/>         A POINT OF CURVATURE OF A CURVE CONCAVE TO THE W,<br/>         HAVING A  <br/>         RADIUS OF 300 FT, THENCE FROM A CHORD BEARING N 20-<br/>         15-06 E,  <br/>         RUN N'LY ALONG THE ARC OF SAID CURVE THRU A CENTRAL<br/>         ANGLE OF <br/>         89-51-20 A DIST OF 470.48 FT, N 24-40-34 W 194.10 FT TO POB  <br/>         FOR RD R/W  <br/>         ORB 4018 PG 748  </p> |                                      |                                            |

## Land Data

| Line | Land Use | Frontage | Depth | Notes | No. Units | Type | Class Value | Land Value |
|------|----------|----------|-------|-------|-----------|------|-------------|------------|
|------|----------|----------|-------|-------|-----------|------|-------------|------------|



## Jimmy Crawford

---

**From:** Fred Milch <[fmilch@ecfrpc.org](mailto:fmilch@ecfrpc.org)>  
**Sent:** Tuesday, July 12, 2016 11:24 AM  
**To:** Jimmy Crawford  
**Cc:** Curt Henschel; 'John E. Kruse'; Stansbury, James ([james.stansbury@deo.myflorida.com](mailto:james.stansbury@deo.myflorida.com)); [erin.schaefer@deo.myflorida.com](mailto:erin.schaefer@deo.myflorida.com); Hugh Harling; Tara McCue  
**Subject:** RE: NOPC/Amendment Issue - Lost Lake DRI, Lake County  
**Attachments:** 380.06(19) DRI Substantial Deviation Limits.pdf; McCoy Layout prelim 20160301 DD(3) (002).pdf; Lost Lake DRI Connector Purchase GIS Map.pdf; Kings Crossing WRA Encroachment.pdf; M565N\_20160711\_144911.pdf

Greetings, Jimmy,

It certainly has been a long time!

I agree that the situation you described would not pose additional regional impacts. Pursuant to subparagraph 380.06,(19) (e) 2 k, please consider this our consultation should the FDEO ask our opinion. I do believe that this should be run by the FDEO, and I've copied James Stansbury and Erin Schaefer.

If there is anything else I can do to facilitate this change, please let me know.

Fred.

Fred Milch  
Project Review Coordinator  
[fmilch@ecfrpc.org](mailto:fmilch@ecfrpc.org)

### East Central Florida Regional Planning Council



309 Cranes Roost Blvd. Suite 2000  
Altamonte Springs, FL 32701  
407.262.7772 (phone)  
407.716-8933 (mobile)  
407.262.7788 (fax)  
[www.ecfrpc.org](http://www.ecfrpc.org)

---

**From:** Jimmy Crawford [<mailto:jimmy.crawford@mnagellaw.com>]  
**Sent:** Monday, July 11, 2016 3:36 PM  
**To:** Fred Milch  
**Cc:** Curt Henschel; 'John E. Kruse'  
**Subject:** NOPC/Amendment Issue - Lost Lake DRI, Lake County

Fred; I left you a voice mail earlier regarding this. Attached are some documents dealing with the Lost Lake DRI, and the parcel of land immediately abutting it to the South, lying East and South of Citrus Tower Boulevard. The owner of that parcel, South Lake Connector, LLC, has a joint retention pond with Lost Lake that straddles their property lines. South Lake Connector has purchased the two Lost Lake Parcels on which lay the pond, AKN 3821839 and 3821852. They wish to relocate the existing pond to their property (AKN 1707307) as a part of their development plan, and fill in the current pond. That will leave a very small portion of their development within the Lost Lake DRI boundaries (see McCoy preliminary layout – the very northern portion about the black line). In that portion would be constructed a 5K sf restaurant and about 2K sf of light retail/office. That portion does not have a “letter” classification on Map H – it was simply to be used for retention. As a part of the amendment we would assign it one of the existing letter classifications – either H, J, K, L or R.

To do so requires amending the Lost Lake PUD and DRI. I have met with Curt Henschel and John Kruse, with the Clermont Planning Department, and had an initial positive review. However, before submitting to amend the PUD, they wanted us to contact you to verify the amendment would fall under the Substantial Deviation limits contained in Section 380.06(19), F.S.

I would be happy to speak with you and/or meet with you or your staff as needed, or to submit whatever applications and supporting materials are needed.

Thank you for your advice and assistance.

Jimmy

JIMMY D. CRAWFORD, ESQ.

# LANGLEY, NAGEL & CRAWFORD

*CHARTERED ATTORNEYS AT LAW*

**DRIVEN BY EXPERIENCE. GUIDED BY WISDOM.**

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## Chapter 380.06(19), *Florida Statutes*

### (19) SUBSTANTIAL DEVIATIONS.—

(a) Any proposed change to a previously approved development which creates a reasonable likelihood of additional regional impact, or any type of regional impact created by the change not previously reviewed by the regional planning agency, shall constitute a substantial deviation and shall cause the proposed change to be subject to further development-of-regional-impact review. There are a variety of reasons why a developer may wish to propose changes to an approved development of regional impact, including changed market conditions. The procedures set forth in this subsection are for that purpose.

(b) Any proposed change to a previously approved development of regional impact or development order condition which, either individually or cumulatively with other changes, exceeds any of the following criteria shall constitute a substantial deviation and shall cause the development to be subject to further development-of-regional-impact review without the necessity for a finding of same by the local government:

1. An increase in the number of parking spaces at an attraction or recreational facility by 10 percent or 330 spaces, whichever is greater, or an increase in the number of spectators that may be accommodated at such a facility by 10 percent or 1,100 spectators, whichever is greater.
2. A new runway, a new terminal facility, a 25-percent lengthening of an existing runway, or a 25-percent increase in the number of gates of an existing terminal, but only if the increase adds at least three additional gates.
3. An increase in industrial development area by 10 percent or 35 acres, whichever is greater.
4. An increase in the average annual acreage mined by 10 percent or 11 acres, whichever is greater, or an increase in the average daily water consumption by a mining operation by 10 percent or 330,000 gallons, whichever is greater. A net increase in the size of the mine by 10 percent or 825 acres, whichever is less. For purposes of calculating any net increases in size, only additions and deletions of lands that have not been mined shall be considered. An increase in the size of a heavy mineral mine as defined in s. 378.403(7) will only constitute a substantial deviation if the average annual acreage mined is more than 550 acres and consumes more than 3.3 million gallons of water per day.
5. An increase in land area for office development by 10 percent or an increase of gross floor area of office development by 10 percent or 66,000 gross square feet, whichever is greater.
6. An increase in the number of dwelling units by 10 percent or 55 dwelling units, whichever is greater.
7. An increase in the number of dwelling units by 50 percent or 200 units, whichever is greater, provided that 15 percent of the proposed additional dwelling units are dedicated to affordable workforce housing, subject to a recorded land use restriction that shall be for a period of not less than 20 years and that includes resale provisions to ensure long-term affordability for income-eligible homeowners and renters and provisions for the workforce housing to be commenced prior to the completion of 50 percent of the market rate dwelling. For purposes of this subparagraph, the term "affordable workforce housing" means housing that is affordable to a person who earns less than 120 percent of the area median income, or less than 140 percent of the area median income if located in a county in which the median purchase price for a single-family existing home exceeds the statewide median purchase price of a single-family existing home. For purposes of this subparagraph, the term "statewide median purchase price of a single-family existing home" means the statewide purchase price as determined in the Florida Sales Report, Single-Family Existing Homes, released each January by the Florida Association of Realtors and the University of Florida Real Estate Research Center.



## Chapter 380.06(19), *Florida Statutes*

8. An increase in commercial development by 55,000 square feet of gross floor area or of parking spaces provided for customers for 330 cars or a 10-percent increase of either of these, whichever is greater.
9. An increase in hotel or motel rooms by 10 percent or 83 rooms, whichever is greater.
10. An increase in a recreational vehicle park area by 10 percent or 110 vehicle spaces, whichever is less.
11. A decrease in the area set aside for open space of 5 percent or 20 acres, whichever is less.
12. A proposed increase to an approved multiuse development of regional impact where the sum of the increases of each land use as a percentage of the applicable substantial deviation criteria is equal to or exceeds 110 percent. The percentage of any decrease in the amount of open space shall be treated as an increase for purposes of determining when 110 percent has been reached or exceeded.
13. A 15-percent increase in the number of external vehicle trips generated by the development above that which was projected during the original development-of-regional-impact review.
14. Any change which would result in development of any area which was specifically set aside in the application for development approval or in the development order for preservation or special protection of endangered or threatened plants or animals designated as endangered, threatened, or species of special concern and their habitat, any species protected by 16 U.S.C. ss. 668a-668d, primary dunes, or archaeological and historical sites designated as significant by the Division of Historical Resources of the Department of State. The refinement of the boundaries and configuration of such areas shall be considered under sub-subparagraph (e)2.j.

The substantial deviation numerical standards in <sup>2</sup>subparagraphs 3., 5., 8., 9., and 12., excluding residential uses, and in subparagraph 13., are increased by 100 percent for a project certified under s. 403.973 which creates jobs and meets criteria established by the Office of Tourism, Trade, and Economic Development as to its impact on an area's economy, employment, and prevailing wage and skill levels. The substantial deviation numerical standards in subparagraphs 3., 5., 6., 7., 8., 9., 12., and 13. are increased by 50 percent for a project located wholly within an urban infill and redevelopment area designated on the applicable adopted local comprehensive plan future land use map and not located within the coastal high hazard area.<sup>3</sup>

(c) An extension of the date of buildout of a development, or any phase thereof, by more than 7 years is presumed to create a substantial deviation subject to further development-of-regional-impact review. An extension of the date of buildout, or any phase thereof, of more than 5 years but not more than 7 years is presumed not to create a substantial deviation. The extension of the date of buildout of an areawide development of regional impact by more than 5 years but less than 10 years is presumed not to create a substantial deviation. These presumptions may be rebutted by clear and convincing evidence at the public hearing held by the local government. An extension of 5 years or less is not a substantial deviation. For the purpose of calculating when a buildout or phase date has been exceeded, the time shall be tolled during the pendency of administrative or judicial proceedings relating to development permits. Any extension of the buildout date of a project or a phase thereof shall automatically extend the commencement date of the project, the termination date of the development order, the expiration date of the development of regional impact, and the phases thereof if applicable by a like period of time. In recognition of the 2007 real estate market conditions, all phase, buildout, and expiration dates for projects that are developments of regional impact and under active construction on July 1, 2007, are extended for 3 years regardless of any prior extension. The 3-year extension is not a substantial deviation, is not subject to further development-of-regional-impact review, and may not be considered when determining whether a subsequent extension is a substantial deviation under this subsection.

## Chapter 380.06(19), *Florida Statutes*

(d) A change in the plan of development of an approved development of regional impact resulting from requirements imposed by the Department of Environmental Protection or any water management district created by s. ~~373.069~~ or any of their successor agencies or by any appropriate federal regulatory agency shall be submitted to the local government pursuant to this subsection. The change shall be presumed not to create a substantial deviation subject to further development-of-regional-impact review. The presumption may be rebutted by clear and convincing evidence at the public hearing held by the local government.

(e)1. Except for a development order rendered pursuant to subsection (22) or subsection (25), a proposed change to a development order that individually or cumulatively with any previous change is less than any numerical criterion contained in subparagraphs (b)1.-13. and does not exceed any other criterion, or that involves an extension of the buildout date of a development, or any phase thereof, of less than 5 years is not subject to the public hearing requirements of subparagraph (f)3., and is not subject to a determination pursuant to subparagraph (f)5. Notice of the proposed change shall be made to the regional planning council and the state land planning agency. Such notice shall include a description of previous individual changes made to the development, including changes previously approved by the local government, and shall include appropriate amendments to the development order.

2. The following changes, individually or cumulatively with any previous changes, are not substantial deviations:

- a. Changes in the name of the project, developer, owner, or monitoring official.
- b. Changes to a setback that do not affect noise buffers, environmental protection or mitigation areas, or archaeological or historical resources.
- c. Changes to minimum lot sizes.
- d. Changes in the configuration of internal roads that do not affect external access points.
- e. Changes to the building design or orientation that stay approximately within the approved area designated for such building and parking lot, and which do not affect historical buildings designated as significant by the Division of Historical Resources of the Department of State.
- f. Changes to increase the acreage in the development, provided that no development is proposed on the acreage to be added.
- g. Changes to eliminate an approved land use, provided that there are no additional regional impacts.
- h. Changes required to conform to permits approved by any federal, state, or regional permitting agency, provided that these changes do not create additional regional impacts.
- i. Any renovation or redevelopment of development within a previously approved development of regional impact which does not change land use or increase density or intensity of use.
- j. Changes that modify boundaries and configuration of areas described in subparagraph (b)14. due to science-based refinement of such areas by survey, by habitat evaluation, by other recognized assessment methodology, or by an environmental assessment. In order for changes to qualify under this sub-subparagraph, the survey, habitat evaluation, or assessment must occur prior to the time a conservation easement protecting such lands is recorded and must not result in any net decrease in the

## Chapter 380.06(19), *Florida Statutes*

total acreage of the lands specifically set aside for permanent preservation in the final development order.

k. Any other change which the state land planning agency, in consultation with the regional planning council, agrees in writing is similar in nature, impact, or character to the changes enumerated in sub-subparagraphs a.-j. and which does not create the likelihood of any additional regional impact.

This subsection does not require the filing of a notice of proposed change but shall require an application to the local government to amend the development order in accordance with the local government's procedures for amendment of a development order. In accordance with the local government's procedures, including requirements for notice to the applicant and the public, the local government shall either deny the application for amendment or adopt an amendment to the development order which approves the application with or without conditions. Following adoption, the local government shall render to the state land planning agency the amendment to the development order. The state land planning agency may appeal, pursuant to s. 380.07(3), the amendment to the development order if the amendment involves sub-subparagraph g., sub-subparagraph h., sub-subparagraph j., or sub-subparagraph k., and it believes the change creates a reasonable likelihood of new or additional regional impacts.

3. Except for the change authorized by sub-subparagraph 2.f., any addition of land not previously reviewed or any change not specified in paragraph (b) or paragraph (c) shall be presumed to create a substantial deviation. This presumption may be rebutted by clear and convincing evidence.

4. Any submittal of a proposed change to a previously approved development shall include a description of individual changes previously made to the development, including changes previously approved by the local government. The local government shall consider the previous and current proposed changes in deciding whether such changes cumulatively constitute a substantial deviation requiring further development-of-regional-impact review.

5. The following changes to an approved development of regional impact shall be presumed to create a substantial deviation. Such presumption may be rebutted by clear and convincing evidence.

a. A change proposed for 15 percent or more of the acreage to a land use not previously approved in the development order. Changes of less than 15 percent shall be presumed not to create a substantial deviation.

b. Notwithstanding any provision of paragraph (b) to the contrary, a proposed change consisting of simultaneous increases and decreases of at least two of the uses within an authorized multiuse development of regional impact which was originally approved with three or more uses specified in s. 380.0651(3)(c), (d), (e), and (f) and residential use.

(f)1. The state land planning agency shall establish by rule standard forms for submittal of proposed changes to a previously approved development of regional impact which may require further development-of-regional-impact review. At a minimum, the standard form shall require the developer to provide the precise language that the developer proposes to delete or add as an amendment to the development order.

2. The developer shall submit, simultaneously, to the local government, the regional planning agency, and the state land planning agency the request for approval of a proposed change.

3. No sooner than 30 days but no later than 45 days after submittal by the developer to the local government, the state land planning agency, and the appropriate regional planning agency, the local government shall give 15 days' notice and schedule a public hearing to consider the change that the

## Chapter 380.06(19), *Florida Statutes*

developer asserts does not create a substantial deviation. This public hearing shall be held within 60 days after submittal of the proposed changes, unless that time is extended by the developer.

4. The appropriate regional planning agency or the state land planning agency shall review the proposed change and, no later than 45 days after submittal by the developer of the proposed change, unless that time is extended by the developer, and prior to the public hearing at which the proposed change is to be considered, shall advise the local government in writing whether it objects to the proposed change, shall specify the reasons for its objection, if any, and shall provide a copy to the developer.

5. At the public hearing, the local government shall determine whether the proposed change requires further development-of-regional-impact review. The provisions of paragraphs (a) and (e), the thresholds set forth in paragraph (b), and the presumptions set forth in paragraphs (c) and (d) and subparagraph (e)3. shall be applicable in determining whether further development-of-regional-impact review is required.

6. If the local government determines that the proposed change does not require further development-of-regional-impact review and is otherwise approved, or if the proposed change is not subject to a hearing and determination pursuant to subparagraphs 3. and 5. and is otherwise approved, the local government shall issue an amendment to the development order incorporating the approved change and conditions of approval relating to the change. The requirement that a change be otherwise approved shall not be construed to require additional local review or approval if the change is allowed by applicable local ordinances without further local review or approval. The decision of the local government to approve, with or without conditions, or to deny the proposed change that the developer asserts does not require further review shall be subject to the appeal provisions of s. 380.07. However, the state land planning agency may not appeal the local government decision if it did not comply with subparagraph 4. The state land planning agency may not appeal a change to a development order made pursuant to subparagraph (e)1. or subparagraph (e)2. for developments of regional impact approved after January 1, 1980, unless the change would result in a significant impact to a regionally significant archaeological, historical, or natural resource not previously identified in the original development-of-regional-impact review.

(g) If a proposed change requires further development-of-regional-impact review pursuant to this section, the review shall be conducted subject to the following additional conditions:

1. The development-of-regional-impact review conducted by the appropriate regional planning agency shall address only those issues raised by the proposed change except as provided in subparagraph 2.

2. The regional planning agency shall consider, and the local government shall determine whether to approve, approve with conditions, or deny the proposed change as it relates to the entire development. If the local government determines that the proposed change, as it relates to the entire development, is unacceptable, the local government shall deny the change.

3. If the local government determines that the proposed change should be approved, any new conditions in the amendment to the development order issued by the local government shall address only those issues raised by the proposed change and require mitigation only for the individual and cumulative impacts of the proposed change.

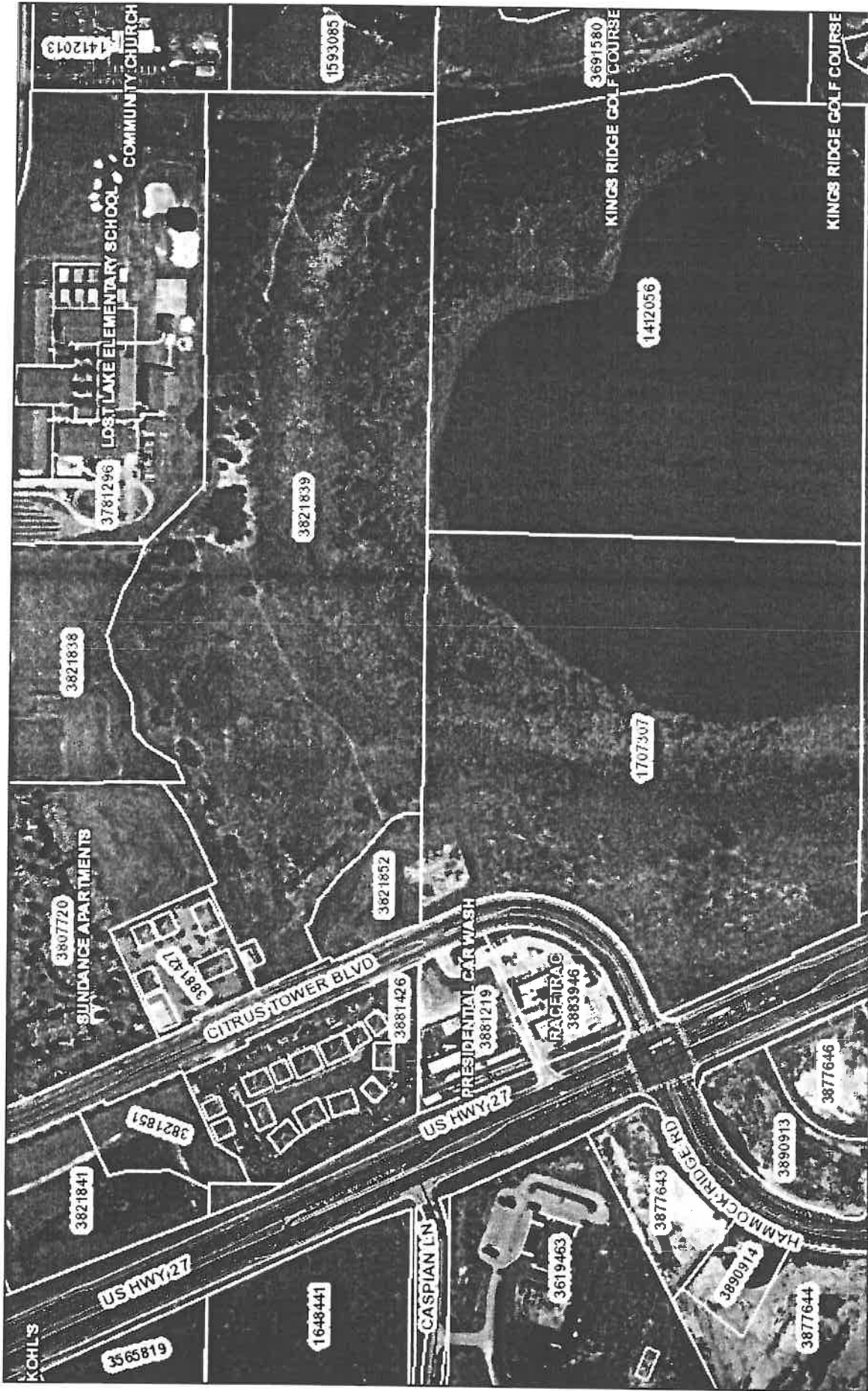
4. Development within the previously approved development of regional impact may continue, as approved, during the development-of-regional-impact review in those portions of the development which are not directly affected by the proposed change.

## Chapter 380.06(19), *Florida Statutes*

(h) When further development-of-regional-impact review is required because a substantial deviation has been determined or admitted by the developer, the amendment to the development order issued by the local government shall be consistent with the requirements of subsection (15) and shall be subject to the hearing and appeal provisions of s. 380.07. The state land planning agency or the appropriate regional planning agency need not participate at the local hearing in order to appeal a local government development order issued pursuant to this paragraph.

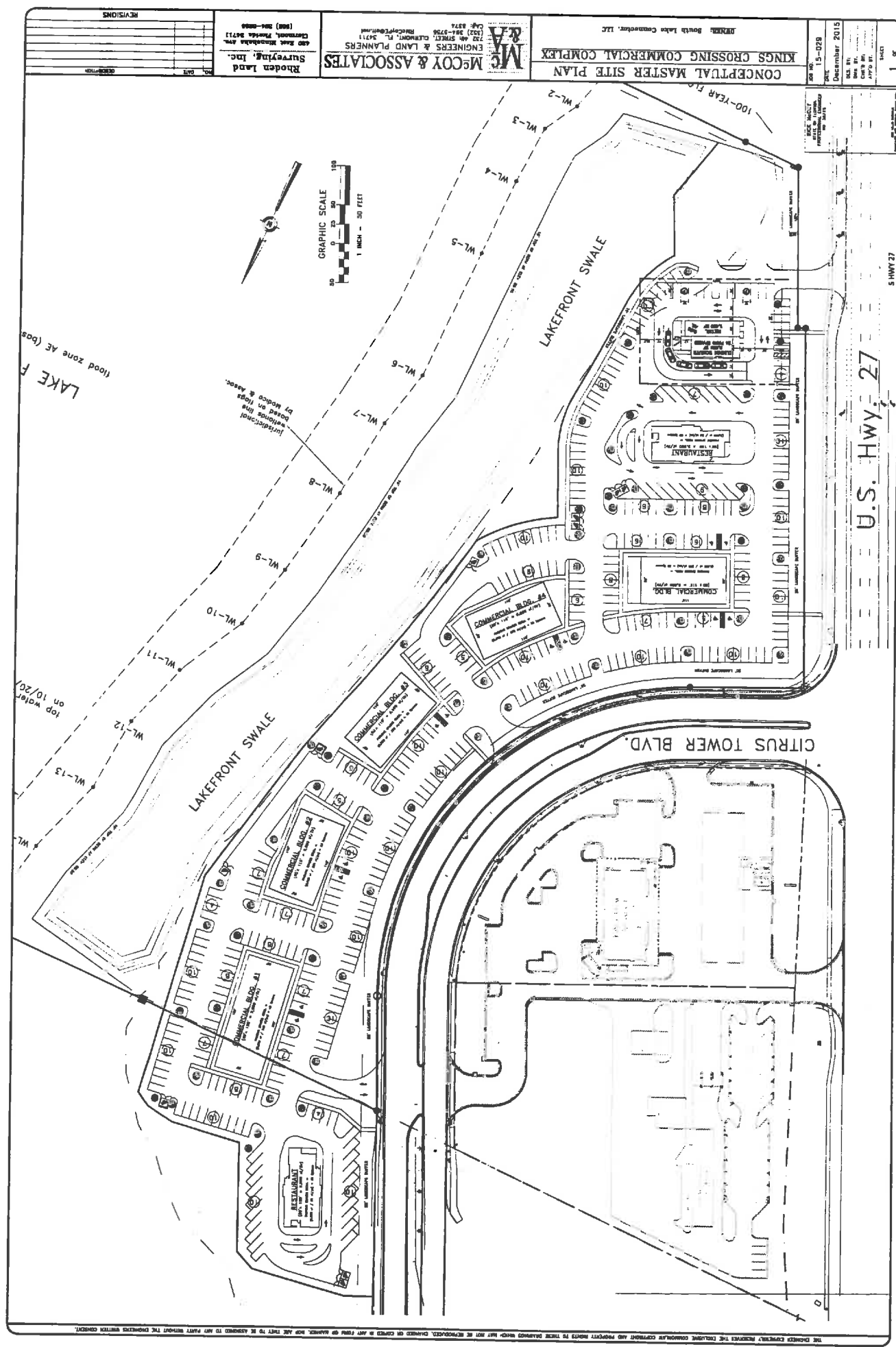
(i) An increase in the number of residential dwelling units shall not constitute a substantial deviation and shall not be subject to development-of-regional-impact review for additional impacts, provided that all the residential dwelling units are dedicated to affordable workforce housing and the total number of new residential units does not exceed 200 percent of the substantial deviation threshold. The affordable workforce housing shall be subject to a recorded land use restriction that shall be for a period of not less than 20 years and that includes resale provisions to ensure long-term affordability for income-eligible homeowners and renters. For purposes of this paragraph, the term “affordable workforce housing” means housing that is affordable to a person who earns less than 120 percent of the area median income, or less than 140 percent of the area median income if located in a county in which the median purchase price for a single-family existing home exceeds the statewide median purchase price of a single-family existing home. For purposes of this paragraph, the term “statewide median purchase price of a single-family existing home” means the statewide purchase price as determined in the Florida Sales Report, Single-Family Existing Homes, released each January by the Florida Association of Realtors and the University of Florida Real Estate Research Center.

# Lost Lake DRI Connector Purchase



March 30, 2016





| <p>SHEET</p> | <p>U.S. HWY. 27</p> | <p>December 2015</p> | <p>15-028</p> | <p>JENNIFER South Lake Commercial, LLC</p> <p>KINGS CROSSING COMMERCIAL COMPLEX</p> <p>CONCEPTUAL MASTER SITE PLAN</p> | <p>McCOY &amp; ASSOCIATES</p> <p>ENGINEERS &amp; LAND PLANNERS</p> <p>100 S. W. 10th Ave., Suite 100<br/>Fort Lauderdale, FL 33301<br/>(954) 573-1000</p> <p>McCOY &amp; ASSOCIATES</p> <p>ENGINEERS &amp; LAND PLANNERS</p> <p>100 S. W. 10th Ave., Suite 100<br/>Fort Lauderdale, FL 33301<br/>(954) 573-1000</p> | <p>Rhodes Land Surveying, Inc.</p> <p>440 East Main Street<br/>Clemson, South Carolina 29631<br/>(803) 656-0000</p> | <p>REVISIONS</p> <table><thead><tr><th>NO.</th><th>DATE</th><th>DESCRIPTION</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr></tbody></table> | NO. | DATE | DESCRIPTION |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--------------|---------------------|----------------------|---------------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|-------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| NO.          | DATE                | DESCRIPTION          |               |                                                                                                                        |                                                                                                                                                                                                                                                                                                                     |                                                                                                                     |                                                                                                                                                                                                                                                                                                                         |     |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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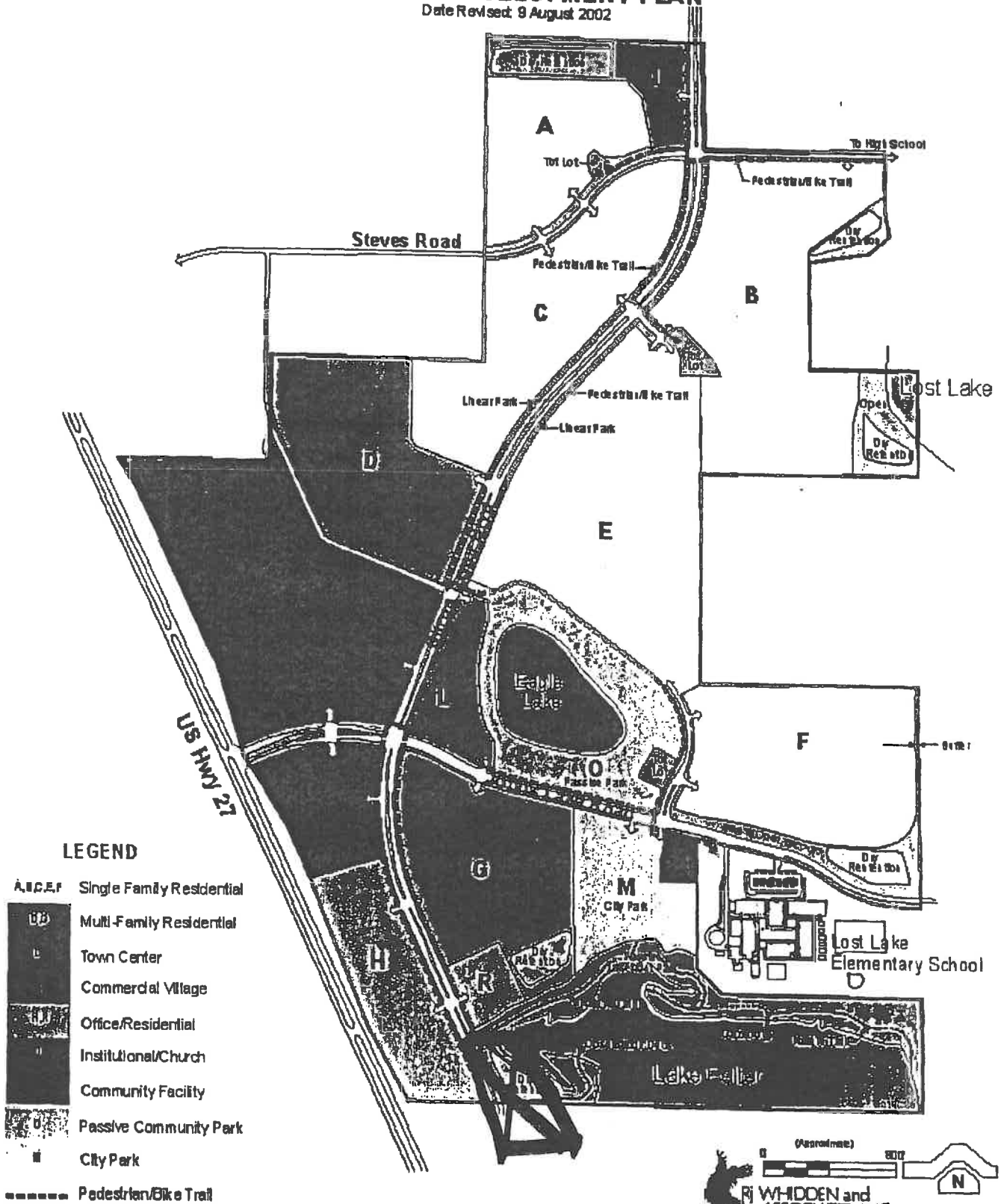
Revised Exhibit B  
**LOST LAKE RESERVE DR**

SECTIONS 28, 29, 32 & 33, TOWNSHIP 22 SOUTH, RANGE 26 EAST  
 CLERMONT, FLORIDA

**MAP H**

**MASTER DEVELOPMENT PLAN**

Date Revised: 9 August 2002



415

## Exhibit 3

416

## Development Summary

417

418

419

| Component, General Land Use and Parcel Breakdown |   |                               | F.A.C.    | Phase 1 |            | Phase 2 |            | Total    |            |
|--------------------------------------------------|---|-------------------------------|-----------|---------|------------|---------|------------|----------|------------|
|                                                  |   |                               |           | Acres   | Units/sf   | Acres   | Units/sf   | Acres    | Units/sf   |
| RPO<br>Parcels H & R                             |   | Professional Office           | 28-24.020 | 5.525   | 52,500 sf  | 12.45   | 83,250 sf  | 17.7 (1) | 135,750 sf |
| RES                                              | A | SF Residential                | 28-24.023 | NA      | 50 du      | NA      | 50 du      | 36.6     | 100 du     |
|                                                  | B | SF Residential                | "         | NA      | 60 du      | NA      | 21 du      | 44.9     | 81 du      |
|                                                  | C | SF Residential                | "         | NA      | 84 du      | NA      | 37 du      | 20.0     | 101 du     |
|                                                  | D | MF Residential                | "         | NA      | 300 du     | NA      | 0          | 25.4     | 300 du     |
|                                                  | E | SF Residential                | "         | NA      | 135 du     | NA      | 0          | 44.5     | 135 du     |
|                                                  | F | SF Residential                | "         | NA      | 91 du      | NA      | 0          | 34.9     | 91 du      |
|                                                  | G | MF Residential                | "         | NA      | 300 du     | NA      | 0          | 25.0     | 300 du     |
| CV<br>Parcels J & K                              |   | Commercial<br>retail-services | 28-24.025 | 33.0    | 234,000 sf | 18.0    | 234,000 sf | 51.0     | 468,000 sf |
| TC<br>Parcel L                                   |   | Commercial<br>retail-services | 28-24.025 | 0       | 0          | 70      | 70,000 sf  | 7.0      | 70,000 sf  |
| ROS<br>Parcels O & M                             |   | Recreation and<br>open space  | NA        | NA      | 40.9 ac    | 0       | 0          | NA       | 40.9 ac    |
| CF<br>Parcel N                                   |   | Community<br>Facility         | 28-24.016 | NA      | 0          | NA      | 1.0 ac     | NA       | 1.0 ac     |
| Worship<br>Parcel I                              |   | Church, Day Care,<br>School   | 28-24.024 | 0       | 0          | 5.0     | NA         | 5.0      | NA         |

420

421

Source: Rj Whidden and Associates, Inc.

422

423

Footnotes:

(1)

Proposed for mitigation

424

(2)

Includes Lake Felter Passive Park

425

426

Note:

(3)

Acreage columns shown for informational purposes only

427

Least Lake Development of Regional Impact  
TRIP INTERCHANGE MATRICES

Daily Trip Matrix

| Trips Generated By                  | Land Use Code | Single Family Residential (DU) | Multi-Family Residential (DU) | Commercial Town Center (KSF) | Commercial Village (KSF) | Office (KSF) | Recreational Community Center (KSF) | City Park (Acres) | Church (KSF) | Daily Trip Rate (t) |
|-------------------------------------|---------------|--------------------------------|-------------------------------|------------------------------|--------------------------|--------------|-------------------------------------|-------------------|--------------|---------------------|
| 1 DU Single Family Residential      | 210           | is equal to                    | 1.00                          | 1.46                         | 0.21                     | 0.21         | 0.74                                | 0.40              | 5.72         | 1.06                |
| 1 DU Multi-Family Residential       | 220           | is equal to                    | 0.89                          | 1.00                         | 0.15                     | 0.15         | 0.58                                | 0.27              | 3.91         | 0.88                |
| 1 KSF Commercial Town Center        | 420           | is equal to                    | 4.72                          | 6.39                         | 1.00                     | 1.00         | 2.47                                | 1.88              | 25.99        | 4.71                |
| 1 KSF Commercial Village            | 420           | is equal to                    | 4.72                          | 6.39                         | 1.00                     | 1.00         | 1.47                                | 1.88              | 25.99        | 4.71                |
| 1 KSF Office                        | 710           | is equal to                    | 1.36                          | 1.99                         | 0.29                     | 0.29         | 1.00                                | 0.34              | 1.71         | 1.38                |
| 1 KSF Recreational Community Center | 480           | is equal to                    | 2.31                          | 3.54                         | 0.53                     | 0.53         | 1.43                                | 1.00              | 14.38        | 2.81                |
| 1 Acres City Park                   | 411           | is equal to                    | 0.19                          | 0.26                         | 0.04                     | 0.04         | 0.13                                | 0.07              | 1.04         | 0.18                |
| 1 KSF Church                        | 500           | is equal to                    | 1.99                          | 1.47                         | 0.21                     | 0.21         | 0.74                                | 0.40              | 5.72         | 1.06                |

PM Peak Hour Trip Matrix

| Trips Generated By                  | Land Use Code | Single Family Residential (DU) | Multi-Family Residential (DU) | Commercial Town Center (KSF) | Commercial Village (KSF) | Office (KSF) | Recreational Community Center (KSF) | City Park (Acres) | Church (KSF) | PM Peak Hour Trip Rate (t) |
|-------------------------------------|---------------|--------------------------------|-------------------------------|------------------------------|--------------------------|--------------|-------------------------------------|-------------------|--------------|----------------------------|
| 1 DU Single Family Residential      | 210           | is equal to                    | 1.00                          | 1.47                         | 0.12                     | 0.12         | 0.34                                | 0.20              | 46.50        | 1.38                       |
| 1 DU Multi-Family Residential       | 220           | is equal to                    | 0.89                          | 1.00                         | 0.09                     | 0.09         | 0.27                                | 0.10              | 31.00        | 0.94                       |
| 1 KSF Commercial Town Center (2)    | 420           | is equal to                    | 8.72                          | 12.81                        | 1.00                     | 1.00         | 4.67                                | 4.54              | 397.00       | 12.83                      |
| 1 KSF Commercial Village (7)        | 420           | is equal to                    | 8.72                          | 12.81                        | 1.00                     | 1.00         | 4.67                                | 4.54              | 397.00       | 12.83                      |
| 1 KSF Office                        | 710           | is equal to                    | 1.92                          | 2.74                         | 0.21                     | 0.21         | 1.00                                | 0.37              | 88.98        | 2.58                       |
| 1 KSF Recreational Community Center | 480           | is equal to                    | 3.92                          | 5.82                         | 0.22                     | 0.22         | 1.00                                | 0.37              | 88.98        | 2.58                       |
| 1 Acres City Park                   | 411           | is equal to                    | 0.02                          | 0.03                         | 0.00                     | 0.00         | 0.01                                | 0.01              | 1.00         | 0.03                       |
| 1 KSF Church                        | 500           | is equal to                    | 0.72                          | 1.47                         | 0.04                     | 0.04         | 0.29                                | 0.18              | 33.00        | 1.00                       |

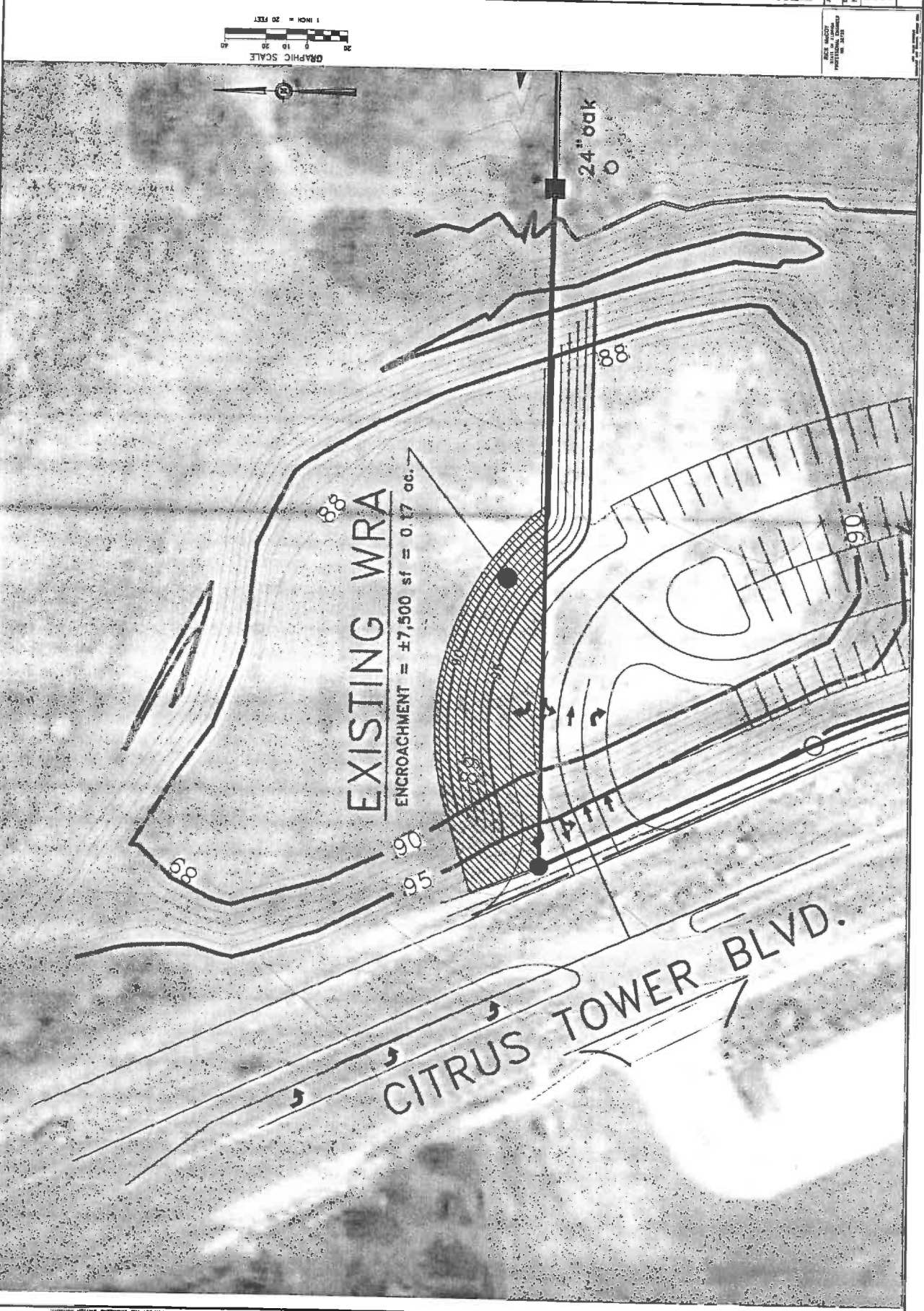
DU = Dwelling Unit

KSF = 1,000 Square Feet

Source: Institute of Transportation Engineers (ITE) "Trip Generation Manual," 9th Edition

Notes: (1) Trip rates based on Least Lake DRBADA - Table 21-8-2

(2) Commercially zoned for the PM Peak based on minimum land use of 50,000 square feet



## **LEGAL NOTICE**

Notice is hereby given that the City Council of the City of Clermont will consider the enactment of following proposed ordinance. All interested parties will be given an opportunity to express their views on this matter.

### **ORDINANCE NO. 2017-02**

An ordinance under the Code of Ordinances of the City of Clermont, Lake County, Florida amending the official zoning map of the City of Clermont, referred to in Chapter 122 of Ordinance No. 289-C, Code of Ordinances; Rezoning the real properties described herein as shown below, providing for severability, an effective date and publication.

### **LOCATION**

Southeast corner of South US Hwy 27 and Citrus Tower Blvd

### **LEGAL DESCRIPTION**

#### Parcel 1 (Existing C-1 Zoning):

The Northeast Quarter of the Northeast Quarter of Section 5, Township 23 South, Range 26 East, Lake County, Florida, and that portion of the Northwest Quarter of the Northeast Quarter lying East and North of U.S. Highway Number 27 of Section 5, Township 23 South, less the Right of Way for U.S. Highway Number 27; also less the Right of Way for South Lake Connector as shown in Deed to Lake County recorded in O.R. Book 2595, Page 1130; also less Retention Pond as shown in Easement recorded in O.R. Book 2899, Page 1262, Public Records of Lake County, Florida. Parcel Identification Number: 05-23-26-000100000100 (AK 1707307)

AND

#### Parcel 2 (Acquired Lost Lake Reserve Tract):

Clermont, Lost Lake Sub Tract F--less from SW Cor of SE 1/4 of Sec 32-22-26 runs 89-56-38E 1449.42 ft to E'ly r/w line of Citrus Tower Blvd for POB, said point being on a on-tangent curve concave Sw'ly having a radius of 400 ft, a central angle of 11-39-40, an arc length of 81.41 ft & a chord bearing of N 19-11-15 W to a point of cusp of said curve, thence S 5-01-05 E 84.71 ft to S line of SE 1/4 of Sec 32, N 89-56-38 W 9.12 ft to POB of rd r/w-- PB 50 PGS 64- 69 and Tract 4, Lost Lake, according to the map or plat thereof as recorded in Plat Book 50, Page 64, Public Records of Lake County, Florida. Parcel Identification Numbers: 2822261200-004-00000 & 2822261200-00F-00000 (AK 3821839 & 3821852)

Containing 80.45 acres more or less, and being subject to any easements, rights-of-way or restrictions of record.

FROM C-1 Light Commercial  
TO Planned Unit Development

This request will be considered by the Planning & Zoning Commission on Tuesday, Dec. 6, 2016 at 6:30 p.m.

A public meeting to consider the request will be held before the City Council on Tuesday, Jan. 10, 2017 at 6:30 p.m. for final enactment.



All meetings will be held at City Hall, located at 685 W. Montrose Street.

This ordinance is available for public inspection in the office of the City Clerk, 685 W. Montrose St., Monday through Friday between the hours of 8:00 A.M. and 5:00 P.M.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe, MMC  
City Clerk

Daily Commercial

November 29, 2016 and December 27, 2016



## CITY OF CLERMONT

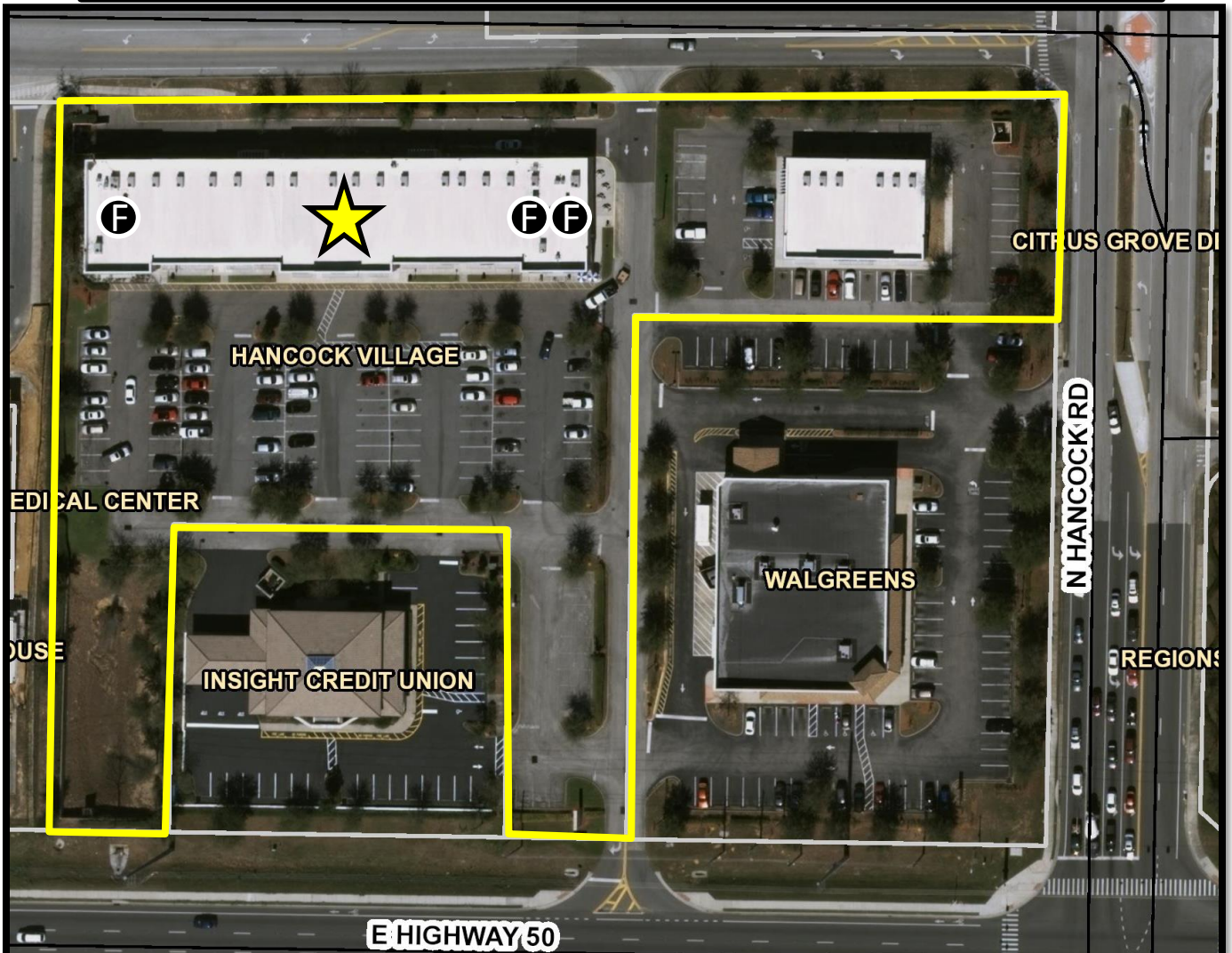
# AGENDA ITEM

Page 1 of 1

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|--|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                    |                                |  |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |  |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                                |  |
| Variance Request<br><i>Be Happy Kids Bakery Cafe</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                                |  |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                                |  |
| Recommend denial of variance request.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |  |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                    |                                |  |
| <p>The applicant is requesting a variance to the parking requirements for a food service establishment in the Hancock Village Plaza. The applicant currently operates a retail/personal service business, Be Happy Kids Salon, and desires to add a food component. Originally, the applicant intended to serve food only to his salon clientele, but is now requesting to serve food to the general public as well.</p> <p>The variance requested is to allow for a reduction of four parking spaces for a proposed food service establishment instead of the required number, Section 98-14 Minimum Parking Spaces.</p> <p>Hancock Village Plaza currently has three food service establishments: Tijuana Flats, Little Caesars Pizza, and Ritter's Frozen Custard. On the attached map, these businesses are marked with an "F," and the applicant's business location is marked with a gold star. When the plaza was originally constructed, only a very small portion of the plaza was designated to have food service. The majority of the plaza was designed for retail, and the parking provided was based upon the parking ratio of 1 parking space to 200 square feet of floor space. Ritter's Frozen Custard was able to meet the parking requirements since there was a small surplus, and they were the first food establishment in the plaza. The Council approved parking variances for Tijuana Flats (2006) and Little Caesars Pizza (2011). The current overall parking deficit is 15 parking spaces. With the additional four spaces that the applicant is required to have with his new proposal, it puts parking at a 19-space deficit.</p> <p>Section 86-174 of the land development code requires a positive finding on eight items in order to grant a variance, and staff believes that four of the eight do not meet these findings. Therefore, staff recommends denial of the variance request. Should the Council approve the request, staff's recommendation is that the variance becomes null and void at the time this business vacates the premises.</p> |                                    |                                |  |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                    |                                |  |
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| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                    |                                |  |
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| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                                |  |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                                |  |

|    |                 |                                                |
|----|-----------------|------------------------------------------------|
| 1. | Map and Photo   | Be Happy Kids Map Photo.pdf                    |
| 2. | Review Criteria | Be Happy Kids Bakery Cafe Review Criteria.docx |
| 3. | Application     | VAR application.pdf                            |
| 4. | Legal Ad        | Be Happy Kids Bakery Cafe Variance Ad.docx     |

# Be Happy Kids Bakery Café- Variance



## Variance:

# 1: to allow for a reduction of four (4) parking spaces for a food service establishment



## Be Happy Kids Bakery Café Variance

### The requirements for a variance are as follows:

***“Sec. 86-174, Review Criteria and Finding.*** When reviewing an application for a variance, the board of zoning adjustment shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:”

There are eight items that the applicant is required to respond to. Staff’s comments, based on the eight requirements for a positive finding as they relate to this request, are as follows:

#### *FINDINGS:*

- (1) Special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same zoning district;  
*Applicant response:* Existing retail business would like to add a food component.  
  
*Staff comments:* With the change of use from retail to food service, the parking requirements are increased. The parking for the plaza was designed for retail use, not food service.  
**Negative finding**
- (2) The condition giving rise to the requested variance has not been created by any person presently having an interest in the property;  
*Applicant response:* I am leasing the unit and parking should be available from the owner.  
  
*Staff comments:* The applicant does have an interest in the property and is requesting the variance for the parking spaces.  
**Negative finding**
- (3) Literal interpretation and enforcement of the land development code regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the land development code, and would work unnecessary and undue hardship on the applicant;  
*Applicant response:* Other variances have been granted for parking.  
  
*Staff comments:* Two additional businesses in the plaza, Tijuana Flats and Little Caesars Pizza, have applied for parking variances and were approved by City Council.  
**Negative finding**
- (4) The variance request is not based exclusively upon a desire to reduce the cost of developing the site or otherwise economically founded;  
*Applicant response:* No.  
  
*Staff comments:* No evidence of decreased costs due to the variance request.  
**Positive finding**
- (5) The variance, if granted, is the minimum variance necessary to make possible the reasonable use of the land, building or structure;  
*Applicant response:* Yes.

Staff comments: The applicant's request for the variance seems to be the minimum variance necessary to make the reasonable use of the leased bay at the shopping center.

**Positive finding**

- (6) Granting of the variance request will not confer on the applicant any special privilege that is denied by the land development code to other lands, buildings or structures in the same zoning district;

Applicant response: Other variances have been granted for parking.

Staff comments: The City Council has granted similar variance requests in the past, specifically to Tijuana Flats in 2006 and Little Caesars Pizza in 2011, in this plaza.

**Positive finding**

- (7) The proposed variance will not substantially diminish property value in, or alter the essential character of the area surrounding the site; and

Applicant response: No.

Staff comments: The proposed variance does not seem to substantially diminish property values or alter the essential character of the area.

**Positive finding**

- (8) The granting of the variance will be in harmony with the general intent and purpose of this land development code, and will not be injurious to the surrounding properties or detrimental to the public welfare.

Applicant response: With the addition of food service, I do not see harm to the surrounding properties.

Staff comments: Staff believes that granting the variance will be injurious to the surrounding properties or detrimental to the public welfare. This is based upon the Hancock Village Plaza currently having a total parking deficit of 15 parking spaces at this time. With the addition of 4 more parking spaces to the deficit, the total for the plaza would be 19 parking spaces. The plaza was designed with a maximum square footage of building space with retail use only. The addition of food service in the plaza, which currently has 3 food providers in addition to this one, may limit parking to the retail businesses in the plaza. If the variance is approved, staff would suggest that it will terminate upon the applicant's exit of the plaza.

**Negative finding**

**STAFF RECOMMENDATION:**

Section 86-174 of the LDC requires a positive finding on eight items in order to grant a variance, and staff believes that **four** of the eight do not meet these findings. Therefore, staff recommends **denial** of the variance requests by the applicant to the Clermont Land Development Code.



**CITY OF CLERMONT**  
***VARIANCE***  
**Application**

DATE: 10/24/2016

FEE: \$200.<sup>00</sup>

PROJECT NAME (if applicable): BE HAPPY KIDS BAKERY CAFE

APPLICANT: ISAMARA J. VIANA

CONTACT PERSON: MR. GREEN VIANA

Address: 2560 EAST HIGHWAY 50 SUITE 107

City: CLERMONT State: FL Zip: 34711

Phone: 347-283-2274 Fax: N/A

E-Mail: voceemeuar@gmail.com

OWNER: Park Plaza TML LLC D/B/A Hancock Village

Address: 6020 NW 9/ AVE

City: Parland State: FL Zip: 33067

Phone: 954-796-4000 Fax: 954-337-9234

Address of Subject Property: 2560 East State Road 50, Suite 107 Clermont, FL 34711

General Location: Northwest Coner of Hancock State Road 50  
Suite 107

Legal Description (include copy of survey): AK 1648220

Land Use (City verification required): Commercial

Zoning (City verification required): C - 2 General Commercial





**CITY OF CLERMONT**  
***VARIANCE***  
**Application**  
**Page 2**

**Answers to the following questions are required to complete this application.**

City Zoning Ordinance (Land Development Code Section) from which you are requesting relief:  
Sec. 98-14 Minimum Parking Spaces I am Short 4 Parking Spaces

What are you proposing to do that would require a variance and why? Addition Retail Over Kids Bakery Use in Existing Business

How does the Code create a hardship? I am unable to serve food to my Customers due to Additional Parking Requirements.

**\* \* \* \* The following justifications must be completed \* \* \* \* \***  
**for any variance requested:**

**Variance requested – subject and code section:** SEC. 98-14 Minimum Parking Requirements

**Sec. 86-174. Review criteria and findings.**

When reviewing an application for a variance, the City Council shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

(1) Special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same zoning district;

Existing Retail Business Would Like to Add a Food Component.

(2) The condition giving rise to the requested variance has not been created by any person presently having an interest in the property;

I am Leasing the Unit and Parking Should be Available from Owner.



**CITY OF CLERMONT  
VARIANCE**

**Application**

**Page 3**

3) Literal interpretation and enforcement of the land development code regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the land development code, and would work unnecessary and undue hardship on the applicant;

Other Variances have been Granted for parking

(4) The variance request is not based exclusively upon a desire to reduce the cost of developing the site or otherwise economically founded;

NO

(5) The variance, if granted, is the minimum variance necessary to make possible the reasonable use of the land, building or structure;

YES

(6) Granting of the variance request will not confer on the applicant any special privilege that is denied by the land development code to other lands, buildings or structures in the same zoning district;

Other Variances have been Granted For Parking

(7) The proposed variance will not substantially diminish property value in, or alter the essential character of, the area surrounding the site; and

NO



CITY OF CLERMONT

VARIANCE

Application

Page 4

(8) The granting of the variance will be in harmony with the general intent and purpose of this land development code, and will not be injurious to the surrounding properties or detrimental to the public welfare.

With the Addition of Food Service, I do not See Harm to the Surrounding Properties.

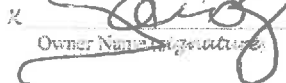
ISAMARA LVIAMA

Applicant Name (print)

  
Applicant Name (signature)

SAM OZ

Owner Name (print)

  
Owner Name (signature)

\*\*\*\*\* NOTICE \*\*\*\*\*

IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY IN PROCESSING AND WILL NOT BE SCHEDULED UNTIL SUCH CORRECTIONS ARE MADE. APPLICATION FOR VARIANCE DOES NOT GUARANTEE APPROVAL. THE APPLICANT MUST BE PRESENT AT ANY MEETINGS TO JUSTIFY AND SUPPORT THE REQUEST.

City of Clermont

Development Services Department

685 W. Montrose St.

P.O. Box 120319

Clermont, FL 34712-0319

(352) 394-4083 Fax: (352) 394-3542

October, 27 2016

To Whom It May Concern:

Be Happy Kids Bakery Cafe also known as Be Happy Kids Spa Parties would like to propose an opportunity to serve food to our own customers that already come to our birthday parties in our location. We have already been serving our customers food from other vendors located on the same plaza, such as Little Cease's Pizza, Ritter's Ice cream, and at the beginning from Tijuana flats Restaurant also.

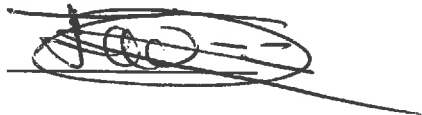
We would like in details to introduce with your permission and approval our menu. We will be serving desserts such as cake, cupcakes, pies, pastries, cheesecake, cookies, macaroons, brownies, and a variety types of coffee, and etc.

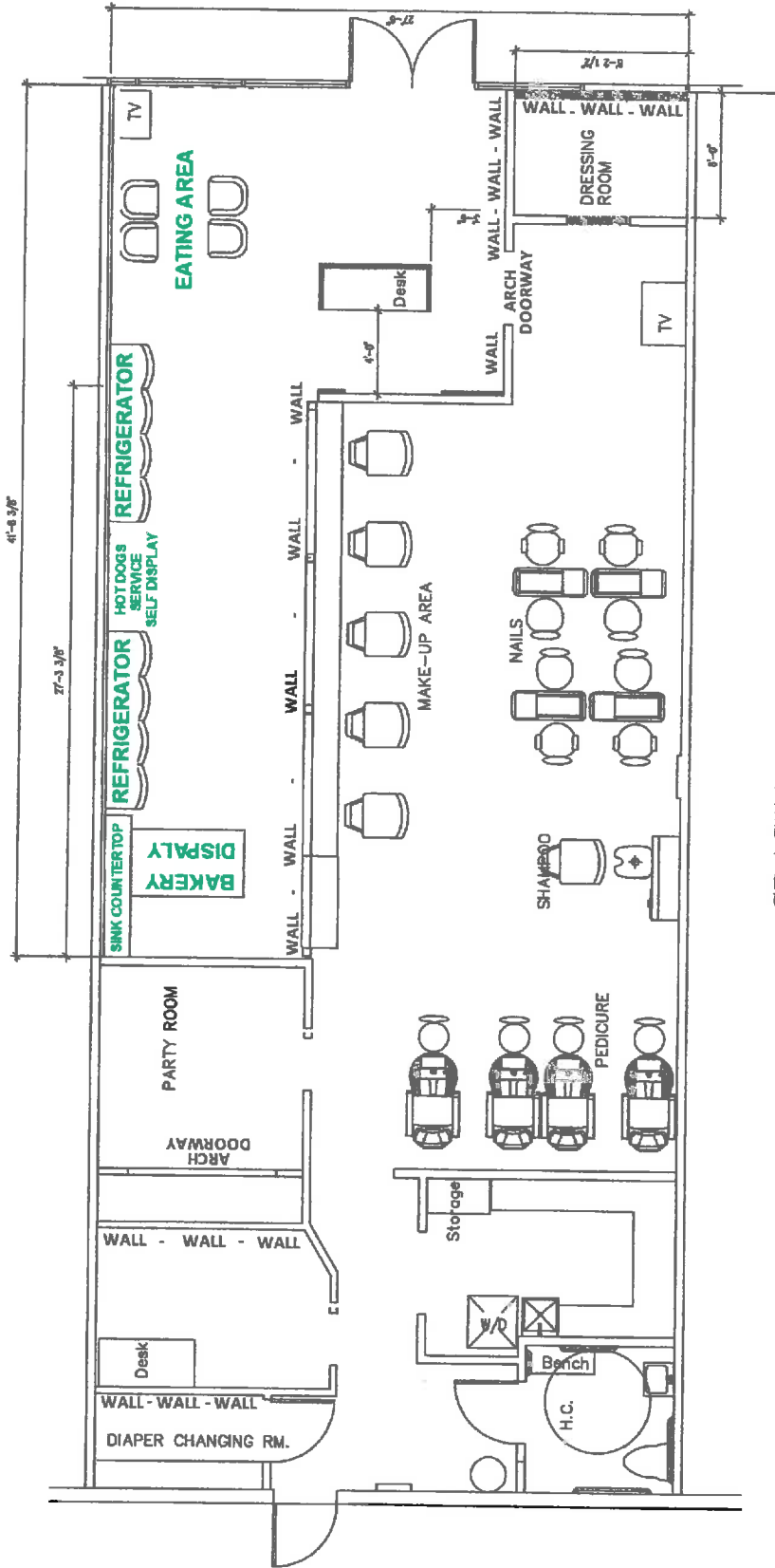
We will be introducing also with your permission and approval our Savory dishes such as, Brazilian Chicken Fritters, fried Brazilian kibbeh, fried cheese empanada, and also the their very famous Brazilian hotdog.

We would like to inform you that, whatsoever we won't have any intentions and no need to cook any of the food menu in our place, food will be delivered from a qualified, licensed and insured third party vendor.

Please if you have any questions regarding any of the information above, please feel free to contact me at (347)283-2274.

Mr. Green Viana

A handwritten signature in black ink, appearing to read 'J. Green', is written over a horizontal line. The signature is stylized with loops and a long horizontal stroke extending to the right.



*SPACE PLAN*  
SCALE:  $\frac{1}{8}$ " = 1'-0"

SHOP COPY

|               |      |
|---------------|------|
| APPROVED BY:  | DATE |
| COMPLETED BY: | DATE |



14220 66TH STREET N., STE. E  
CLEARWATER, FL 33764  
PHONE : (727) 531-5405  
FACSIMILE : (727) 535-7428

**AB SALON EQUIPMENT INC.**  
**BE HAPPY KIDS SALON SPA PARTIES**

|                  |                      |            |
|------------------|----------------------|------------|
| SCALE: N.T.S.    | DRWN BY: CENE ALFANO | DRWG NO. 1 |
| DATE: 04/21/2014 | REVISED:             | JOB NO.    |

## **LEGAL NOTICE**

Notice is hereby given that the City Council of the City of Clermont will consider a request for the following variance: (1) to allow for a reduction of four (4) parking spaces for a proposed food service establishment instead of the number as required by the Land Development Code, Section 98-14 – Minimum Parking Spaces at the following location:

### **LOCATION:**

2560 East Highway 50, Suite 107  
Hancock Village  
Be Happy Kids Bakery Cafe  
(Alt. Key 1648220)

A complete legal description may be obtained in the Development Services Department located at 685 West Montrose Street, Clermont, FL 34711.

This request will be heard by the City Council at a public hearing to be held on Tuesday, January 10, 2017 at 6:30 P.M. in the Clermont City Hall located at 685 West Montrose Street.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe, MMC  
City Clerk

Daily Commercial  
January 3, 2017



## CITY OF CLERMONT

# AGENDA ITEM

Page 1 of 1

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                                |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                    |                                |
| Board and Outside Agency Appointments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| <p>The City Council makes appointments to Boards and Commissions annually based on expired terms. Attached is a list of individuals requesting re-appointment as an existing Board Member or appointment as a new Board Member.</p> <p>Police Officers Pension Board of Trustees; one 1-year term<br/>Community Redevelopment Agency; two vacancies<br/>Planning and Zoning Commission; four 2-year terms</p> <p>The City Clerk's office advertised a Notice to the Citizens of Clermont on October 7 and 21, 2016, and on November 4, 2016 requesting volunteers to serve on the Police Officers Pension Board of Trustees, Community Redevelopment Agency, and the Planning and Zoning Commission. All interested individuals submitted a letter of interest to the City Clerk's office by November 10, 2016.</p> <p>The list of appointments to outside agencies is provided.</p> <p>The following vacancies are available.</p> <p>Lake Apopka Natural Gas; one 2-year term<br/>MPO Citizen Advisory Council; one 2-year term<br/>MPO Bicycle Pedestrian Advisory Council; one 2-year term</p> |                                    |                                |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                    |                                |
| 1. Requests 2016 Request Packet.pdf                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |



# BOARD APPOINTMENT REQUESTS

| POLICE OFFICERS<br>PENSION BOARD One 1<br>year term           | REQUESTOR       | ADDRESS/SUBDIVISION                        | REQUEST       |
|---------------------------------------------------------------|-----------------|--------------------------------------------|---------------|
|                                                               | Les Booker      | 3945 Eversholt Street/Kings Ridge          | Appointment   |
| COMMUNITY<br>REDEVELOPMENT<br>AGENCY Two vacancies            | REQUESTOR       | ADDRESS/SUBDIVISION                        | REQUEST       |
|                                                               | Roman Brana     | Epic Cycles-2507 South Highway 27          | Appointment   |
|                                                               | Nancy Stuparich | 330 West Minneola Avenue                   | Appointment   |
| PLANNING AND ZONING<br>COMMISSION Four 2 year<br>terms        | REQUESTOR       | ADDRESS/SUBDIVISION                        | REQUEST       |
|                                                               | Jack Martin     | 2315 Fenton Avenue/Kings Ridge             | Reappointment |
|                                                               | Herb Smith      | 224 Nautica Mile Drive/Clermont Yacht Club | Reappointment |
|                                                               | Carlos Solis    | 143 West Montrose Street                   | Reappointment |
|                                                               | Cuqui Whitehead | 700 Hook Street/Sunny Dell Manor           | Reappointment |
|                                                               | Pam Bennett     | 2449 Shelby Lane/Kings Ridge               | Appointment   |
|                                                               | Frank Costanzo  | 3670 Caladesi Road/Heritage Hills          | Appointment   |
|                                                               | Carol Thayer    | 1366 Willow Crest Drive/North Ridge        | Appointment   |
|                                                               | Victoria Walker | 188 Nautica Mile Drive                     | Appointment   |
| MPO Bicycle Pedestrian<br>Advisory Council One 2-year<br>term | REQUESTOR       | ADDRESS/SUBDIVISION                        | REQUEST       |
|                                                               | Robb Beams      | Sommer Sports-1271 Commons Court           | Appointment   |
| MPO Citizen Advisory<br>Council One 2-year term               | REQUESTOR       | ADDRESS/SUBDIVISION                        | REQUEST       |
|                                                               | Suzy Gibson     | 780 State Road 50                          | Reappointment |
| Lake Apopka Natural Gas<br>One 2-year term                    | REQUESTOR       | ADDRESS/SUBDIVISION                        | REQUEST       |
|                                                               |                 |                                            |               |

**CURRENT OUTSIDE AGENCY APPOINTMENTS**

| <b>Agency/Board</b>                                    | <b>Current Appointee</b>       |                                   |
|--------------------------------------------------------|--------------------------------|-----------------------------------|
| <b>South Lake Chamber of Commerce</b>                  | <b>Council Member Travis</b>   |                                   |
| <b>Lake County League of Cities Board of Directors</b> | <b>Council Member Bates</b>    |                                   |
| <b>MPO Governing Board</b>                             | <b>Council Member Goodgame</b> |                                   |
| <b>MPO Governing Board Alternate</b>                   | <b>Mayor Ash</b>               |                                   |
| <b>Tourism Development Council</b>                     | <b>Council Member Mullins</b>  | <b>Term Expires December 2018</b> |
| <b>Tourism Development Council Alternate</b>           | <b>Council Member Bates</b>    | <b>Term Expires December 2018</b> |

## **Denise Noak**

---

**From:** Denise Noak  
**Sent:** Tuesday, November 29, 2016 10:09 AM  
**To:** Denise Noak  
**Subject:** FW: Pension Board

-----Original Message-----

**From:** Tracy Ackroyd  
**Sent:** Monday, October 31, 2016 11:18 AM  
**To:** Denise Noak <DNoak@clermontfl.org>  
**Subject:** FW: Pension Board

Les Booker expressed interest in serving on the Pension Board. Please include for the Dec. 13 agenda.

Tracy Ackroyd Howe, MMC  
Clermont City Clerk  
685 W. Montrose St., Clermont, FL 34711  
Tel 352-241-7331 | Fax 352-394-2379  
TAckroyd@clermontfl.org  
www.Clermontfl.gov

Our mission: To preserve and enhance the quality of life for the Clermont community by providing exceptional services.

Florida Association of City Clerks  
Immediate Past President  
Promoting and Developing the Educational and Professional Status of Florida City Clerks

**From:** Les Booker [mailto:lbooker3945@gmail.com]  
**Sent:** Monday, October 31, 2016 6:40 AM  
**To:** Darren Gray <dgray@clermontfl.org>  
**Subject:** Pension Board

Glad to help you.

If you need full, formal name for record:

Leaston V Booker

3945 Eversholt St.

Les Booker

## Denise Noak

---

**From:** Roger Pierce <ronan2450@gmail.com>  
**Sent:** Friday, September 30, 2016 11:59 AM  
**To:** Denise Noak  
**Subject:** Re: CRA Board

Hi Denise,

Thank you for your kind email. I have decided that I do not wish to be reappointed to the CRA Board. It is not what I expected when I was first asked to serve. Thank you for bringing this to my attention.

Roger A. Pierce, AIA, NCARB

On Fri, Sep 30, 2016 at 8:10 AM, Denise Noak <[DNoak@clermontfl.org](mailto:DNoak@clermontfl.org)> wrote:

Good morning,

The City Clerk's office would like to inform you that your term on the CRA Board will expire the end of this year. Please advise our office, in writing, if you wish to be considered for reappointment to the board. The deadline to receive letters for consideration is November 10, 2016.

Appointments will be made at the December 13, 2016 Council meeting.

Thank you,



**Denise Noak, CMC**  
**Deputy City Clerk**  
685 W. Montrose St., Clermont, FL 34711  
Tel [352-241-7333](tel:352-241-7333) | Fax [352-394-2379](tel:352-394-2379)  
[dnoak@clermontfl.org](mailto:dnoak@clermontfl.org)  
[www.clermontfl.gov](http://www.clermontfl.gov)

*Our mission: To preserve and enhance the quality of life for the Clermont community by providing exceptional services.*

Nov 1, 2016

City of Clermont  
Darren / Tracy

Please accept this as my resignation from  
C.R.A. I have enjoyed my tenure through  
the years but felt it is time to pass this  
position to a new designee.

As Clermont continues to grow, the downtown  
is having a hard time keeping up with growth  
around us as some merchants are not  
willing to make the sacrifice to grow.

I will continue to support City causes  
as best I can.

Sincerely,  
Mary Jo Pfeffer

## Denise Noak

---

**From:** Tracy Ackroyd  
**Sent:** Wednesday, November 09, 2016 10:19 AM  
**To:** 'Roman Brana'  
**Cc:** Denise Noak  
**Subject:** RE: CRA Board

Good morning Roman,

Please send me a letter of interest and a resume by tomorrow. It will be placed on the December 13 agenda for consideration. Let me know if I can be of any further assistance.



**Tracy Ackroyd Howe, MMC**  
**Clermont City Clerk**  
685 W. Montrose St., Clermont, FL 34711  
Tel 352-241-7331 | Fax 352-394-2379  
[TAckroyd@clermontfl.org](mailto:TAckroyd@clermontfl.org)  
[www.Clermontfl.gov](http://www.Clermontfl.gov)

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**Immediate Past President**  
*Promoting and Developing the Educational and Professional Status of Florida City Clerks*

**From:** Roman Brana [mailto:[roman@epiccyclesworld.com](mailto:roman@epiccyclesworld.com)]  
**Sent:** Wednesday, November 09, 2016 9:08 AM  
**To:** Tracy Ackroyd <[TAckroyd@clermontfl.org](mailto:TAckroyd@clermontfl.org)>  
**Subject:** CRA Board

Hello Tracy,

This is Roman from Epic Cycles, I am interested in serving the CRA board and Shannon told me to email for the necessary info to do so.

Please let me know what I have to do.

Best regards,

Roman

## Denise Noak

---

**From:** Denise Noak  
**Sent:** Tuesday, November 29, 2016 12:07 PM  
**To:** Denise Noak  
**Subject:** FW: Downtown Clermont Community Redevelopment Agency Vacancy  
**Attachments:** 11-09-2016(2).pdf

**From:** Nancy Stuparich [mailto:nstuparich@voselaw.com]  
**Sent:** Wednesday, November 09, 2016 10:59 AM  
**To:** Tracy Ackroyd <TAckroyd@clermontfl.org>  
**Subject:** Downtown Clermont Community Redevelopment Agency Vacancy

Dear Ms. Ackroyd,

I am interested in the vacant position on the Downtown Clermont Community Redevelopment Agency. I am a Clermont resident and own property in the Clermont Downtown & Waterfront Redevelopment Area. I have local government experience and am very excited about the continued implementation of the Master Plan. Attached is a short biography of my experience with local government.

Please let me know if any additional information is needed.

Sincerely,

Nancy Stuparich



This email has been checked for viruses by Avast antivirus software.  
[www.avast.com](http://www.avast.com)

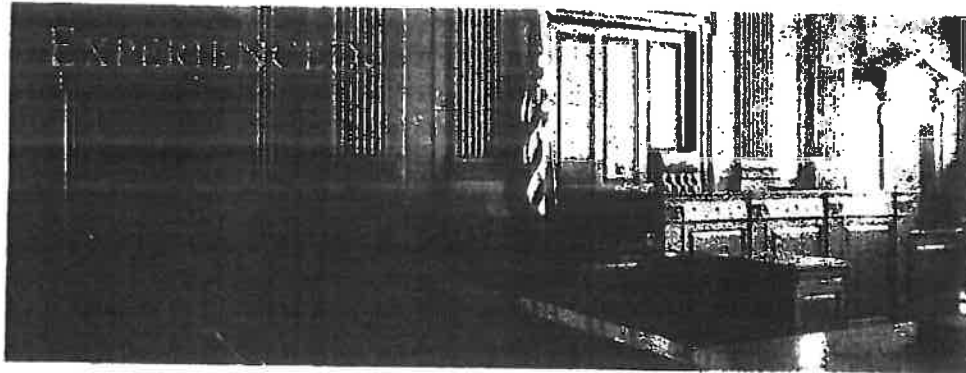




Thank You Again Central Florida!  
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Readers of the Orlando Business Journal



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## Nancy Ann Stuparich

Nancy Stuparich joined the Vose Law Firm with more than 30 years of legal experience and assists with the firm's representation of several local government clients. Early in her legal career, Nancy worked as a trial court law clerk for several judges at the 10th Judicial Circuit where she reviewed complaints and pleadings filed with the court, prepared legal memoranda, and drafted orders as directed. She assisted with two complex cases of interest: *Mobil Oil Corporation v. State of Florida* (sovereignty land case) & *State of Florida v. SH Oil & Gas Corporation* (securities fraud case). Thereafter, she worked at the Second District Court of Appeal for the Honorable Judge John Scheb where her responsibilities included preparing legal memoranda, reviewing appellate briefs and pleadings, presenting oral argument waived cases to panels of three appellate judges, assisting in drafting, and proofing appellate opinions.



While at the Second District Court of Appeal, Nancy developed an interest in real estate matters and thereafter worked for Lawyers Title Insurance Corporation as a title attorney, first in its Lakeland office and then at its Tampa office. As a title attorney, her responsibilities included coordinating and closing commercial real estate transactions, reviewing and preparing real estate documents in conjunction with the issuance of title insurance, responding to underwriting questions, and correcting title defects.

As a title attorney, Nancy encountered land use and code enforcement matters that created delays and title issues. To augment her skills and knowledge as a real estate attorney, Nancy decided to seek advanced degrees in urban planning and public administration at Florida State University. While doing so, she worked part-time and then full time with the Florida League of Cities. At the Florida League of Cities, Nancy developed a passion for local government representation, which has remained with her throughout her legal career.

Nancy's local government experience includes work as the DeSoto County Attorney and of counsel to a South Florida firm that represented local governments on land use and other local government matters. Ms. Stuparich was an assistant county attorney in Escambia County where she was recognized for her work on the negotiation of a minor league hockey agreement by the Board of County Commissioners. She was thereafter asked to serve in an executive management role as the Director of Growth Management for Escambia County where she directed and managed the operations of the Escambia County Department of Growth Management. She frequently engaged in public speaking and presentations to the

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 Gretchen R. H. ("Becky") Vose  
 Wade C. Vose  
 Philip S. Kaprow  
 Nancy Ann Stuparich  
 Jessica K. Hew  
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## Firm News & Blog Posts

Wade Vose Selected as General Counsel to the Pinellas County Charter Review Commission Oct 13 2015 | 1:00 am  
[\[ Firm News \]](#)

Jessica Hew Joins Vose Law Firm as Partner Jul 13 2015 | 11:05 am  
[\[ Firm News \]](#)

Wade Vose Hired as Pierson Town Attorney Jun 9 2015 | 1:00 am  
[\[ Firm News \]](#)

Wade Vose Hired as General Counsel to 2016 Orange County Charter Review Commission Mar 16 2015 | 11:12 am  
[\[ Firm News \]](#)

Escambia County Board of County Commissioners and other boards and interest groups on development and growth management issues. Her prior experience at the Florida League of Cities as an assistant general counsel provided her with needed experience and background to effectively serve in these roles. More specifically, at the Florida League of Cities, Nancy assisted in lobbying the Florida Legislature on municipal issues serving as the League's liaison to the Governor's Property Rights Study Commission II, and preparing appellate briefs including an amicus curie brief in Board of County Commissioners of Brevard County v. Snyder (establishing quasi-judicial procedural rules in rezonings) and Florida League of Cities v. Smith (challenging a ballot initiative). She is proud to have been a part of the team that worked on the acquisition and construction of Sittig Hall, the League's headquarter building in downtown Tallahassee.

In addition Nancy has private sector experience in real estate, risk management and the transit industry. She has worked as an underwriting counsel for Attorneys' Title Insurance Fund, as a risk manager for Florida Lawyers Mutual Insurance Company, and as General Counsel for a disadvantaged business transit company.

Nancy remains active in local, state and national professional, and community. She is currently an appointed member of The Florida Bar's Committee on Professionalism, Senior Lawyers Committee, and the 18th Circuit UPL Committee "B" and has continued her membership in The Florida Bar's City, County & Local Government Law Section. She is a Florida native, born and raised in Tampa, and currently resides in Clermont, Florida -- "Choice of Champions". She is a member of the South Lake Chamber of Commerce and frequently volunteers and participates in triathlon and other sporting events in Clermont as well as throughout the United States. Nancy has completed a marathon in all 50 states and several long course triathlon events including Ironman Louisville, Ironman Texas, Ironman Florida, Ironman Kalmar, Ironman Brazil, and the Great Floridian Triathlon. She is a graduate of Leadership Miami and Leadership Pensacola. She was appointed by former Governor Jeb Bush to serve on the Northwest Florida Water Management District Board (2000-2004) and by the City of Pensacola to serve on its Planning Board (1997-1999). She is a co-author of "Private Property Rights: Regulating the Regulators" which was published in The Florida Bar Journal in 1996.

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Van Lee Firm LLP | 324 W. More Road, and, Vector Park, Florida 32709  
 Telephone: (407) 615-3735 | Facsimile: (407) 628-5670 | Toll-Free: (866) 789-VOKE  
 Int. National Telephone: (London, England): +44 (0)20 3355 1473 | Internet: [www.vanleefirm.com](http://www.vanleefirm.com)

The hiring of a lawyer is an important decision that should not be based solely upon advertisements. Before you decide, ask us to send you free written information about our qualifications and experience.

**Denise Noak**

---

**From:** Denise Noak  
**Sent:** Tuesday, November 29, 2016 11:14 AM  
**To:** Denise Noak  
**Subject:** FW: Planning and Zoning Commission

**From:** Pam Bennett [<mailto:clermontbennett@embarqmail.com>]  
**Sent:** Monday, September 05, 2016 8:31 PM  
**To:** Barbara Hollerand <[BHollerand@clermontfl.org](mailto:BHollerand@clermontfl.org)>  
**Subject:** Planning and Zoning Commission

Dear Ms. Hollerand,

I would like to submit an application to fill any opening on the Planning and Zoning Commission.

Having been employed by the City of Clermont for a total of more than 11 years, I think the knowledge gained by my experience as a Planning and Zoning Tech, and the Development Review Coordinator in the Planning and Zoning Department, along with my experience as Administrative Assistant in the Engineering Department, and finally as the Executive Administrative Assistant to the City Manager would be invaluable to the Planning and Zoning Commission.

It would be my pleasure to continue service to my community in this capacity. Thank you for your consideration.

Very truly yours,

Pam Bennett

**Denise Noak**

---

**From:** Denise Noak  
**Sent:** Tuesday, November 29, 2016 11:17 AM  
**To:** Denise Noak  
**Subject:** FW: Interest in serving on the Planning and Zoning board

**From:** Frank Costanzo [<mailto:franktcostanzo@gmail.com>]  
**Sent:** Sunday, October 02, 2016 8:48 AM  
**To:** Barbara Hollerand <[BHollerand@clermontfl.org](mailto:BHollerand@clermontfl.org)>  
**Subject:** Re: Interest in serving on the Planning and Zoning board

Barbara

Thank you for your email. Yes I continue to be interested in possibly serving on the Commission. I would like to know the time commitment that would be required.

A brief bit of background follows, but more detail is available at [www.FrankCostanzo.com](http://www.FrankCostanzo.com).

- U.S.Department of Commerce– Economic Development Administration–developed rules and regulations for the Urban Development Action Grant Program.
- U.S.Department of Housing and Urban Development–National lecturer on housing and development issues.
- Director of Development–City of Jamestown New York–managed the development process accomplishing highest degree of growth in recent city history.
- Executive Secretary- Jamestown Urban Renewal Agency–over saw multi-million dollar housing acquisition, relocation and redevelopment project.
- Executive Director – Jamestown Housing Authority – operated 200 low income housing units and over saw relocation and redevelopment of high-rise residential complex.
- Supervisor – Chautauqua County Probation Department – designed and implemented a national test probation diversion, jail education and release on recognizance program.

Again, thank you for thinking of me.

Frank

On Tue, Sep 27, 2016 at 10:26 AM, Barbara Hollerand <[BHollerand@clermontfl.org](mailto:BHollerand@clermontfl.org)> wrote:

Good morning,

I believe you had previously indicated that you had an interest in serving on the City's Planning & Zoning Commission.

If you would like to be considered, would you mind sending me back an email indicating your interest and your background?

I will forward that to our City Clerk's Office, which will be placing an advertisement soon.

We have four terms expiring at the end of the year. The City Council is expected to make appointments at the Dec. 13 Council meeting.

Thanks for your interest in Clermont!

**Barbara**



**Barbara B. Hollerand**  
**Development Services Director**  
685 W. Montrose St., Clermont, FL 34711  
Tel 352-241-7307 | Fax 352-394-3542  
bhollerand@clermontfl.org  
www.cityofclermontfl.com

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Clermont community by providing exceptional services.*

---

Website: [www.clermontfl.gov](http://www.clermontfl.gov)

PLEASE NOTE: Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

**Frank T. Costanzo**  
**Clermont, Florida**  
**602.315.8570 cell**  
**352.708.4071 home**

## Denise Noak

---

**From:** Denise Noak  
**Sent:** Tuesday, November 29, 2016 11:23 AM  
**To:** Denise Noak  
**Subject:** FW:

**From:** Jack Martin [mailto:JackMartin2315@outlook.com]  
**Sent:** Thursday, September 29, 2016 11:51 AM  
**To:** Rae Chidlow <RChidlow@clermontfl.org>; 'Cuqui Whitehead' <cuquiwhitehead@gmail.com>; 'Herb Smith' <herbsmithconstruction@hotmail.com>; 'Carlos Solis' <carlos@gographicsdirect.com>  
**Cc:** Barbara Hollerand <BHollerand@clermontfl.org>  
**Subject:** Re:

Hi Rae,

Thanks for the reminder.

Yes, I should like City Council to reconsider re-appointing me to the P & Z Commission for the year 2017.  
Make it a good day,

Jack Martin

P.S. please respond that you received this email. Thanks, \_\_\_\_\_

**From:** Rae Chidlow <RChidlow@clermontfl.org>  
**Sent:** Thursday, September 29, 2016 8:51 AM  
**To:** 'Cuqui Whitehead'; 'Herb Smith'; 'Jack Martin'; 'Carlos Solis'  
**Cc:** Barbara Hollerand  
**Subject:**

Good morning,

I just wanted to inform you that your term is up in December. If you want to be considered for reappointment at the December 13, 2016 Council meeting please submit an email or letter stating that. If you do not want to be reconsidered, please send an email stating that as well. The deadline for the letters is November 10, 2016, so please submit them prior to then. Thank you.

Rae M. Chidlow, Planning Specialist  
Development Services  
685 W. Montrose St., Clermont, FL 34711  
Tel 352-241-7302 | Fax 352-394-3542

[rchidlow@clermontfl.org](mailto:rchidlow@clermontfl.org)<<mailto:rchidlow@clermontfl.org>>  
[www.clermontfl.gov](http://www.clermontfl.gov)<<http://www.cityofclermontfl.com/>>

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---

**Website:** [www.clermontfl.gov](http://www.clermontfl.gov)

PLEASE NOTE: Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

**Denise Noak**

---

**From:** Herb Smith <herbsmithconstruction@hotmail.com>  
**Sent:** Wednesday, October 19, 2016 1:29 PM  
**To:** Denise Noak  
**Subject:** Planning and Zoning Board

Denise,

Would like to renew my seat on the Clermont Planning and Zoning board, for the last two years being a retired Developer and State Licensed Contractor for over 30 years, and on the job training ! I feel I bring knowledge to the board , but what I have also seen is how decisions can affect peoples lives which has really changed my mind on different planning judgements. Again I enjoy being on the Counsel and would definitely enjoy another term !

Thank You

Herb Smith

224 Nautica Mile Dr.

Clermont, Fl. 34711

352-267-0986



## Denise Noak

---

**From:** Barbara Hollerand  
**Sent:** Wednesday, December 07, 2016 3:57 PM  
**To:** Tracy Ackroyd; Denise Noak  
**Cc:** Darren Gray  
**Subject:** FW: Re-appointment

**From:** Carlos Solis [mailto:solisbravomusic@gmail.com]  
**Sent:** Wednesday, December 07, 2016 3:54 PM  
**To:** Barbara Hollerand <BHollerand@clermontfl.org>  
**Subject:** Re: Re-appointment

Please consider me for re appointment to the PNZ Board  
Thank You  
Carlos Solis

Sent from my iPhone

## **Denise Noak**

---

**From:** Denise Noak  
**Sent:** Tuesday, November 29, 2016 11:29 AM  
**To:** Denise Noak  
**Subject:** FW: Zoning board

-----Original Message-----

**From:** Darren Gray  
**Sent:** Wednesday, August 03, 2016 2:51 PM  
**To:** Barbara Hollerand <BHollerand@clermontfl.org>  
**Subject:** FW: Zoning board

FYI - Put her on the list.

Thanks.

-----Original Message-----

**From:** dtravis@travisrealtygroup.com [mailto:dtravis@travisrealtygroup.com]  
**Sent:** Wednesday, August 03, 2016 12:49 PM  
**To:** cthayer5@cfl.rr.com  
**Cc:** Darren Gray <dgray@clermontfl.org>  
**Subject:** RE: Zoning board

Carol,

I have forwarded your information to the city manager. Please send him a little about yourself and he will put you on the list for the people wishing to serve the city and the date we will be appointing the board. Please try to be at that meeting, as I believe you will have an opportunity to introduce yourself to the council.

Have a great day!

Diane Travis P.A  
Owner/Broker  
Travis Realty Group  
245 Citrus Tower Blvd #204  
Clermont, FL 34711  
dtravis@travisrealtygroup.com  
off: 352-404-4036  
cell: 352-267-5006  
fax: 352-241-6779

Visit our website, [www.travisrealtygroup.com](http://www.travisrealtygroup.com)  
<http://DianeTravis.MFR.MLSMatrix.com>

-----Original Message-----

**From:** cthayer5@cfl.rr.com [mailto:cthayer5@cfl.rr.com]  
**Sent:** Tuesday, August 02, 2016 7:07 AM  
**To:** Dtravis@CLERMONTFL.ORG  
**Subject:** Zoning board

HI DIANE,

I am interested in serving on the zoning board, I served on the zoning board in Fredonia, New York where I lived for several years, I am interested in serving on the board here. What do I need to do?

Carol Thayer

(I worked with Linda Peavey for years)

## Denise Noak

---

**From:** Denise Noak  
**Sent:** Monday, December 05, 2016 2:16 PM  
**To:** Denise Noak  
**Subject:** FW: Participating on City Board

**From:** Tracy Ackroyd  
**Sent:** Monday, December 05, 2016 2:10 PM  
**To:** Denise Noak <DNoak@clermontfl.org>  
**Subject:** FW: Participating on City Board



**Tracy Ackroyd Howe, MMC**  
**Clermont City Clerk**  
685 W. Montrose St., Clermont, FL 34711  
Tel 352-241-7331 | Fax 352-394-2379  
[TAckroyd@clermontfl.org](mailto:TAckroyd@clermontfl.org)  
[www.Clermontfl.gov](http://www.Clermontfl.gov)

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**Florida Association of City Clerks**  
**Immediate Past President**  
*Promoting and Developing the Educational and Professional Status of Florida City Clerks*

---

**From:** WALKER, VICTORIA C [<mailto:victoria.walker@cityoforlando.net>]  
**Sent:** Monday, December 05, 2016 1:42 PM  
**To:** Tracy Ackroyd <[TAckroyd@clermontfl.org](mailto:TAckroyd@clermontfl.org)>  
**Subject:** Participating on City Board

Hi Tracy,

I am a resident of Clermont and I am interested in applying to serve on the City's Planning and Zoning Board the next time there is a vacancy. Who should I contact?

Thank you!

Victoria Cecil Walker  
Assistant City Attorney  
City Attorney's Office  
P.O. Box 4990  
400 S. Orange Avenue  
Orlando, Florida 32802  
[407-246-2295](tel:407-246-2295)

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Florida has a very broad public records law. As a result, any written communication created or received by the City of Orlando officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, email addresses are public records. If you do not want your email address

released in response to a public records request, do not send electronic mail to this office. Instead, contact our office by phone or in writing.

## Denise Noak

---

**From:** Denise Noak  
**Sent:** Tuesday, November 29, 2016 11:48 AM  
**To:** Denise Noak  
**Subject:** FW:

**From:** Nilsa Whitehead [<mailto:cuquiwhitehead@gmail.com>]  
**Sent:** Thursday, September 29, 2016 2:22 PM  
**To:** Rae Chidlow <[RChidlow@clermontfl.org](mailto:RChidlow@clermontfl.org)>  
**Subject:** Re:

Yes, I would like to continue to be a  
On the Board of Panning and Zoning.

Thank you, Cuqui

Sent from my iPhone

On Sep 29, 2016, at 8:51 AM, Rae Chidlow <[RChidlow@clermontfl.org](mailto:RChidlow@clermontfl.org)> wrote:

Good morning,

I just wanted to inform you that your term is up in December. If you want to be considered for reappointment at the December 13, 2016 Council meeting please submit an email or letter stating that. If you do not want to be reconsidered, please send an email stating that as well. The deadline for the letters is November 10, 2016, so please submit them prior to then. Thank you.

**Rae M. Chidlow, Planning Specialist  
Development Services**

685 W. Montrose St., Clermont, FL 34711  
Tel 352-241-7302 | Fax 352-394-3542

[rchidlow@clermontfl.org](mailto:rchidlow@clermontfl.org)  
[www.clermontfl.gov](http://www.clermontfl.gov)

<image001.png>

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Lake County

Sumter County

Town of Astatula

City of Bushnell

City of Center Hill

City of Clermont

City of Coleman

City of Eustis

City of Fruitland Park

City of Groveland

Town of  
Howey-in-the-Hills

Town of Lady Lake

City of Leesburg

City of Mascotte

City of Minnecola

Town of Montverde

City of Mount Dora

City of Tavares

City of Umatilla

City of Webster

City of Wildwood

Florida Central  
Railroad

Lake County Schools

Sumter County Schools

October 26, 2016

Mr. Darren Gray  
City Manager  
City of Clermont  
PO Box 120219  
Clermont, FL 34711-0219

**RE: Lake-Sumter Metropolitan Planning Organization  
Citizens' Advisory Committee (CAC) and  
Bicycle & Pedestrian Advisory Committee (BPAC)  
Membership Expirations**

Dear Mr. Gray:

This is to advise that the term expiration date for the member appointed by the City of Clermont is December 31, 2016.

Either the current member needs to be reappointed or a new member appointed for a 2 year term starting January 1, 2017 through December 31, 2018.

The following are the current members appointed by the City of Clermont:

CAC – Susy Gibson Re Appointed 12/9/14

BPAC – Bryan Davis Re Appointed 12/9/14

Please feel free to contact Doris LeMay if you have any questions.

Sincerely,

T.J. Fish, AICP  
Executive Director

*"Promoting Regional Transportation Partnerships"*  
[www.LakeSumterMPO.com](http://www.LakeSumterMPO.com)

1616 South 14<sup>th</sup> Street, Leesburg, Florida 34748  
Phone (352) 315-0170 – Fax (352) 315-0893



## Denise Noak

---

**From:** Denise Noak  
**Sent:** Tuesday, November 29, 2016 8:46 AM  
**To:** Denise Noak  
**Subject:** FW: BPAC MPO

----- Forwarded message -----

**From:** "Robb Beams" <[robb@sommersports.com](mailto:robb@sommersports.com)>  
**Date:** Wed, Nov 16, 2016 at 5:13 PM -0500  
**Subject:** BPAC MPO  
**To:** "Shannon Schmidt" <[sschmidt@clermontfl.org](mailto:sschmidt@clermontfl.org)>  
**Cc:** "Robb Beams" <[robb@sommersports.com](mailto:robb@sommersports.com)>

Shannon,

Good evening! I have been an endurance athlete since 1989 and would enjoy the opportunity to be a part of the BPAC committee in 2017 if the opportunity was available. Professionally, I have been an elite endurance coach here in central Florida since 1991 after graduating from UCF. In addition to being an elite endurance coach, I have also owned and managed triathlon event management companies throughout Florida. Now that I have two young boys that are active within the cycling community, I would like to be give back to a lifestyle that has enriched my life immensely. Please let me know if you need any additional information from me in order to be considered for this committee.

I look forward to hearing from you soon!  
-Robb

**Sommer  
Sports**

Robb Beams  
COO, Sommer Sports  
407-701-7586 | [Robb@SommerSports.com](mailto:Robb@SommerSports.com) |  
[SommerSports.com](http://SommerSports.com) |  
1271 Commons Court, Clermont, FL 34711



**NOTICE TO THE CITIZENS OF CLERMONT**

The City Council of Clermont is seeking volunteers to serve on the Community Redevelopment Agency Board, Planning and Zoning Commission, and Police Officers Pension Board of Trustees. If you are interested in serving, please send a letter of interest and a resume to the attention of Tracy Ackroyd Howe, City Clerk, 685 West Montrose Street, Clermont, FL 34711 by November 10, 2016.



## CITY OF CLERMONT

# AGENDA ITEM

Page 1 of 1

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                                |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                                |
| Resolution No. 2017-03<br><i>Rules of Conduct</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                                |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                                |
| Recommend approval of Resolution 2017-03.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                                |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| <p>Consider Resolution 2017-03 which adopts Rules of Conduct. As you will recall, the proposed rules were discussed with the Council at its workshop in November. The rules have been designed to, where applicable, govern the conduct of the City Council, appointed board members, staff and the general public as related to public meetings and city business. Additionally, the proposed resolution incorporates prior resolutions related to activities at public meetings, such as agenda preparation and public participation, and replaces these prior resolutions. The intent was to establish one resolution that would address all issues to avoid confusion. The proposed resolution does not make any changes to the currently established opportunity for the public to participate at council or appointed board meetings.</p> |                                    |                                |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                                |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                                |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                                |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                    |                                |
| 1. Resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 2017-03CouncilRules.docx           |                                |
| 2. Exhibit A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2017-03 Exhibit A.docx             |                                |

**CITY OF CLERMONT**  
**RESOLUTION NO. 2017-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE CITY OF CLERMONT RULES OF CONDUCT; ESTABLISHING RULES RELATED TO THE CONDUCT OF MEETINGS; RESTATING THE PUBLIC'S RIGHT TO PARTICIPATE; ESTABLISHING RULES RELATED TO THE ACTIVITIES AND PARTICIPATION OF COUNCIL MEMBERS, APPOINTED BOARD MEMBERS, STAFF AND THE PUBLIC; REPEALING ALL RESOLUTIONS IN CONFLICT AND PROVIDING AN EFFECTIVE DATE.**

**BE IT RESOLVED** by the City Council of the City of Clermont, Lake County, Florida, as follows:

**SECTION 1. In general.**

In addition to all requirements imposed in the City Charter, the City Code, and applicable Federal and State law, the provisions herein shall govern the Conduct of the City Council.

**SECTION 2.**

There are hereby adopted the following Rules of Conduct for the City Council and; where applicable, appointed board members, staff, and members of the public. The rules adopted herein shall be known as the City of Clermont Rules of Conduct and shall be followed and adhered to as applicable to all members of the City Council, City appointed boards and committees, city staff, and the general public.

**City of Clermont Rules of Conduct**

**A. General**

All members of the City Council, including the Mayor and Mayor Pro Tem, have equal votes. No Council Member has more power than any other Council Member, and all should be treated with equal respect.

All Council members and members of appointed boards and commissions should:

- a. Fully participate in applicable meetings and other duly advertised public meetings while demonstrating dignity, respect, kindness, consideration, and courtesy to all.
- b. Prepare in advance of meetings and be familiar with issues on the agenda. Address clarifications prior to meeting with applicable staff.
- c. Be respectful of other people's time. Stay focused and act efficiently during meetings.

**CITY OF CLERMONT**  
**RESOLUTION NO. 2017-03**

- d. Serve as a model of leadership and civility to the community.
- e. Council Members should inspire public confidence in Clermont's city government and its employees.
- f. Council Members shall provide contact information with the City Clerk in case of an emergency or an urgent situation arises while the Council Member is otherwise not available.
- g. Demonstrate honesty and integrity in every action and statement.
- h. Follow Federal, State and Municipal Laws guiding public officials; including, but not limited to, the State of Florida Code of Ethics for Public Officers and Employees, the Honest Services Act, Florida's Sunshine and Public Records Law, this Resolution, and any other policies that may be adopted by a majority vote of the City Council.

**B. Policies and Protocol Related to Conduct**

**1. Ceremonial events.**

The City Charter designates the Mayor to represent the City at all official functions and events. If the Mayor is unavailable, then City staff will determine if the event organizers would like another representative from the Council.

**2. Correspondence signatures.**

Council Members do not need to acknowledge the receipt of correspondence, or copies of correspondence, during Council meetings; with the exception of zoning ex parte contact. City staff will prepare official letters, as may be appropriate, in response to public inquiries and concerns. These letters will carry the signature of the Mayor or the appropriate City staff.

**3. Endorsements of candidates.**

Council, board, and commission members have the right to endorse candidates for all Council seats or other elected offices. It is inappropriate to mention endorsements during official City meetings or functions.

**4. Intergovernmental relations.**

Generally, City Charter Section 6 designates the Mayor to represent the City in intergovernmental relationships; with the exception of designated liaisons. The Council values intergovernmental relations with neighboring communities and other entities. As a result, Council Members should make a concerted effort to attend scheduled meetings with other entities to further promote intergovernmental relations.

**CITY OF CLERMONT**  
**RESOLUTION NO. 2017-03**

**5. Legislative process.**

The City generally follows Roberts Rule of Order for meeting management, provided; however, that Roberts Rule of Order shall not be used to prevent the full and complete discussion or consideration of any final action item by the City Council.

**6. Travel expenses.**

Council Members may receive reimbursement of actual expenses while performing their official duties. All travel shall be approved by the City Council and may include attendance at conferences, seminars, and training sessions on behalf of the City. The City shall pay reasonable expenses for registration fees, lodging, meals, transportation, and allowable miscellaneous expenses for the Council Member only. City Council is responsible for the expenses of spouse or others travelling with the Council Member. All travel expenses will be handled in the same manner and consistent with the provisions of state law and the City's adopted travel policies.

**C. Public Meeting and Hearing Protocol and Conduct**

**1. Council Meeting and Agenda.**

The Council shall meet regularly at least once in every month and at other times as the Council may prescribe. Except as may otherwise be directed by the Council, all regular and special meetings shall be held in the Council Chambers at 6:30 o'clock P.M. As of the close of business on Friday before any regular meeting the City Clerk, under the direction of the City Manager, shall prepare an Agenda for each regular meeting in substantially the same format as set forth in Exhibit A attached hereto and incorporated herein.

**2. Conduct of Council and Appointed Board and Commission Members.**

The Mayor or presiding officer of any appointed board or committee has the responsibility to open and run an efficient public meeting and has the discretion to modify the public hearing or meeting process in order to make the meeting run smoothly. With the exception of asking relevant questions, Council or board members should withhold comment during the public hearing portion of the meeting until the conclusion of the public's portion of the hearing. Council or board members should refrain from arguing or debating with the public during a public hearing and shall always show respect for different points of view.

**3. Public's right to be heard.**

Members of the public shall be given a reasonable opportunity to be heard on a proposition before the City Council or any appointed City board or commission. The opportunity to be heard need not occur at the same meeting at which the Council, board, or commission takes official action on the proposition if the opportunity occurs at a meeting that is during the decision making process

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and is within reasonable proximity in time before the meeting at which the Council, board, or commission takes the official action. This section does not prohibit the presiding officer of the Council, board, or commission from maintaining orderly conduct or proper decorum in a public meeting.

**4. Rules related to the public's right to be heard.**

In addition to any other reasonable restrictions that may be imposed by the Mayor or presiding member of the Council, board, or commission to ensure decorum, good conduct and efficiency, the following shall apply to all public meetings:

- a. Prior to the consideration of any action items contained on the Consent Agenda portion of the agenda, if applicable, the Mayor or presiding member shall publicly read a notice substantially advising the public of the following:

The next portion of the meeting is the consent agenda which contains items that have been determined to be routine and non-controversial. If anyone in the audience wishes to address a particular item on the consent agenda, now is the opportunity for you to do so. Additionally, if staff or members of the City Council wish to speak on a consent item, they have the same opportunity.

- b. For items listed on the agenda, each speaker will be permitted 5 minutes to address the Council, board, or commission. For non-agenda items, each speaker will be permitted 3 minutes to address the Council, board, or commission. These time limits may be extended by the Mayor or presiding member.

**5. Exemptions.**

The requirements in Section C 2 above do not apply to:

- a. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Council, board, or commission to act;
- b. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;
- c. A meeting that is exempt from Florida Statute Section 286.011; or
- d. A meeting during which the Council, board, or commission is acting in a quasi-judicial capacity. This paragraph does not affect the right of a person to be heard as otherwise provided by law.

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**D.     Council Conduct with One Another**

The City Council and appointed boards and commissions are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve, protect and enhance the present and the future of the City of Clermont community. In all cases, this common goal should be acknowledged even as members may “agree to disagree” on contentious issues.

**1. In public meetings:**

- a. Practice civility, professionalism and decorum in discussions and debate. Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not allow; however, Council, or appointed board, or commission members to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated. Members should conduct themselves in a professional manner at all times, including physical appearance.
- b. Honor the role of the Mayor or presiding officer in maintaining order. It is the responsibility of the Mayor or the presiding officer to keep the comments of all persons; including but not limited to, the Council or appointed board or commission members on track during public meetings. Members should honor efforts by the Mayor or presiding officer to focus discussions on current agenda items. If there is disagreement about the agenda or the Mayor or presiding officer’s actions in refraining staff, public or members from speaking, those objections should be voiced politely and with reason.
- c. Avoid personal comments that could offend other members. If a Council Member or appointed board or commission member is personally offended by the remarks of another member, the offended member should make notes of the actual words used and call for a “point of personal privilege” that challenges the other member to justify or apologize for the language used. The Mayor or presiding officer will maintain order of this discussion.
- d. Demonstrate effective problem-solving approaches. Council Members and appointed board and commission members have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.
- e. Be punctual and keep comments relative to topics discussed. Council Members and appointed board or commission members have made a commitment to attend meetings and partake in discussions. Therefore, it is important that members be



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punctual and that meetings start on time. It is equally important that discussions on issues be relative to the topic at hand to allow adequate time to fully discussed scheduled issues. If a member has an item requested to be on the agenda, it is important they set the example by providing timely written materials.

**2. In private encounters**

- a. Continue respectful behavior in private. The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.
- b. Be aware of the insecurity of written notes, voice and text messages, and e-mail. Technology allows words written or said without much forethought to be distributed wide and far. The Public Records Law mandates that any material made or received by an agency in connection with official business be used to perpetuate, communicate or formalize knowledge is a public record, and unless exempt, must be turned over to someone requesting to see that material. Before you create a document, ask yourself: Would you feel comfortable to have this note faxed or PDF'd to others? How would you feel if this voicemail message was played on a speaker phone in a full office? What would happen if this email message was forwarded to others? Written notes, voicemail messages and email related to City business are public communication subject to disclosure.
- c. Even private conversations can have a public presence. Elected officials are always on display – their actions, mannerisms, and language are monitored by people around them that they may not know. Lunch table conversations will be eavesdropped upon, parking lot debates will be watched, and casual comments between individuals before and after public meetings noted.

**E. Conduct with City Staff**

Governance of a City relies on the cooperative efforts of elected officials, who create laws and set policy; and City staff members, who implement and administer the law and Council policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

**1. Treat all staff as professionals.**

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable.

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**2. Limit contact to specific City staff.**

Questions of, or directions to, City staff and/or requests for information should be directed to the City Manager or City Attorney. When in doubt about what staff contact is appropriate, Council Members should ask the City Manager for direction. Materials supplied to a Council Member in response to a request will be made available to all members of the Council so that all have equal access to information.

**3. Do not disrupt City staff from their jobs.**

Staff wants to be accessible for City Council, but Council Members should avoid disrupting City staff while they are in meetings, on the phone, or engrossed in performing their job functions.

**4. Avoid publicly criticizing an individual employee.**

Council Members should avoid expressing concerns about the performance of a City employee in public. Council Members should never criticize an employee directly, or to the employee's manager. Comments about staff performance should only be made to the City Manager.

**5. Do not get involved in administrative functions.**

Council Members must not attempt to influence City Staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits. The City Charter, Section 10 also contains information about the prohibition of Council interference in administrative functions.

**6. Check with City staff on correspondence before taking action.**

Before sending correspondence, Council Members should check with City staff to see if an official City response has already been sent or is in progress.

**7. Do not attend staff meetings; with or without the public, unless requested by staff or City Council.**

Even if the Council Member does not say anything, the Council Member's presence implies support, shows partiality, intimidates staff, and hampers staff's ability to do their job objectively.

**8. Limit requests for staff support.**

Even in high priority or emergency situations, requests for additional staff support should be made to the City Manager who is responsible for allocating City resources in order to maintain a professional, well-run City government and following City Council direction.

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**9. Do not solicit political support from staff.**

Council Members should not solicit any type of political support; financial contributions, display of poster or lawn signs, name on support list, etc., from City staff. City staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.

**F. Conduct with the Public**

**1. In public meetings.**

Making the public feel welcome is an important part of the local governing process. No signs of partiality prejudice or disrespect should be evident on the part of individual Council, board or commission members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public comment.

- a. Be welcoming to speakers. Speaking in front of the Council, board, or commission can be a difficult experience for some people. Some issues undertaken may affect people's daily lives and homes. Some decisions are emotional. The way that members treat people during public hearings can do a lot to make them relax or to push their emotions to a higher level of intensity.
- b. Be fair and equitable in allocating public hearing time to individual speakers. The Mayor or presiding officer will determine and announce limits on speakers at the start of the meeting or the public hearing process. Generally, for non-agenda items speakers will be allotted three (3) minutes to address the Council. For agenda items speaker will be allotted five (5) minutes, with applicants and appellants or their designated representatives allowed more time. If many speakers are anticipated, the Mayor or presiding officer may shorten the time limit and/or ask speakers to limit themselves to new information and points of view not already covered by previous speakers. No speaker will be turned away unless he or she exhibits inappropriate behavior. Each speaker may only speak once during the public comment unless the Council requests additional clarification. After the close of any public comment portion, no more public testimony will be accepted unless the Mayor or presiding officer reopens the public hearing for a limited and specific purpose.
- c. Avoid appearing as if you are not listening. It is disconcerting to speakers to have Council, board, or commission members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time, gazing around the room or getting up from your seat gives the appearance of disinterest. Be aware of facial expressions and body language; such as head and arm movements, especially those that could be interpreted as "smirking", disbelief, anger or boredom.

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- d. Ask for clarification, but avoid debate and argument with the public. Only the Mayor or presiding officer, not individual members, can interrupt a speaker during a presentation. However, a member can ask the Mayor or presiding officer for a point of order if the speaker is off the topic or exhibiting behavior or language the member finds disturbing. If speakers become flustered or defensive, it is the responsibility of the Mayor or presiding officer to calm and focus the speaker and to maintain the order and decorum of the meeting. Questions by Council, board, or commission members to members of the public testifying should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker.
- e. No personal attacks of any kind, under any circumstance.
- f. Follow parliamentary procedure in conducting public meetings. The City Attorney serves as advisory parliamentarian for the City and is available to answer questions or interpret situations according to parliamentary procedures. Final rulings on parliamentary procedure are made by the Mayor or presiding officer, subject to the immediate appeal to the full Council, board, or commission.

**2. In unofficial settings.**

- a. Make no promise on behalf of the Council. Council Members will frequently be asked to explain a Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and to refer to City staff for further information. It is inappropriate to overtly or implicitly promise Council action, or to promise City staff will do something specific; for example, fix a pothole, remove a library book, plant new flowers in the median, etc.
- b. Make no personal comments about other Council Members. It is acceptable to disagree publicly about an issue, but it is unacceptable to make derogatory comments about other Council Members, their opinions and actions.
- c. Remember Clermont is a small community at heart. Council Members are constantly being observed by the community every day that they serve in office. Their behaviors and comments serve as models for proper deportment in the City of Clermont. Honesty and respect for the dignity of each individual should be reflected in every word and action taken by Council Members, 24 hours a day, seven days a week. It is an important and continuous responsibility.

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**G. Council Conduct with Other Public Agencies**

**1. Be clear about representing the City or personal interests.**

If a Council Member appears before another governmental agency or organization to give a statement on an issue, the Council Member must clearly state:

- a. If his or her statement reflects personal opinion or is the official stance of the City. Even if the Council Member is representing his or her own personal opinions, remember that this still may reflect upon the City as an organization.
- b. Whether this is the majority or minority opinion of the Council. If the Council Member is representing the City, the Council Member must support and advocate the official City position on an issue, not a personal viewpoint.
- c. Correspondence also should be equally clear about representation. City letterhead may be used when the Council Member is representing the City and the City's official position. A copy of official correspondence should be given to the City Clerk to be filed as part of the permanent public record. To avoid confusion regarding City Council's position, City letterhead should not be used for correspondence of Council Members representing a personal point of view, or a dissenting point of view from an official Council position.

**H. Council Conduct with Appointed Boards or Commisisions**

The City has established several boards and commissions as a means of gathering more community input. Citizens who serve on advisory boards and commissions become more involved in government and serve as advisors to the City Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

**1. If attending an appointed board or commission meeting, and you are not an appointed the liaison, be careful to only express personal opinions.**

Council Members may attend any appointed board meeting, which are always open to any member of the public. However, if the appointed board or commission is conducting a quasi-judicial public hearing, the Council Member should refrain from attending. Council Members should be sensitive to the way their participation could be viewed as unfairly affecting the process. Any public comments by a Council Member at an appointed board meeting should be clearly made as individual opinion and not a representation of the feelings of the entire City Council. Also be cognizant of the Sunshine Law, precluding discussion (outside of a meeting advertised for City Council) by two or more members of City Council on any item that may take action upon. A Council Member's presence may affect the conduct of the appointed boards and limit their role and function.

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**2. Limit contact with appointed board and commission members.**

It is inappropriate for a Council Member to contact an appointed board member to lobby on behalf of an individual, business, or developer. Council Members should contact staff in order to clarify a position taken by the advisory boards.

**3. Appointed board and commissions serve the City Council, not individual Council members.**

City Council appoints individuals to serve on these boards, and it is the responsibility of board and commission members to follow applicable law and policy established by the Council. But board and commission members do not report to individual Council Members, nor should Council Members feel they have the power or right to threaten board members with removal if they disagree about an issue. Appointment and re-appointment to an appointed board or commission should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A board appointment should not be used as a political “reward”.

**4. Be respectful of diverse opinions.**

A primary role of appointed boards is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Council Members must be fair and respectful of any citizens serving on appointed boards.

**5. Keep election issues away from public forums and appointed board meetings.**

While Council Members are free to participate in politics when not conducting official business, they should refrain from campaigning for office or providing political support or non-support for those who are running for any elected office; national, state or local, while conducting official duties or when attending appointed board meetings.

**I. Council Conduct with the Media**

Council members may be contacted by the media for background and quotes.

**1. The best advice for dealing with the media is to avoid going “off the record”.**

Most members of the media represent the highest levels of journalistic integrity and ethics, and can be trusted to keep their word. But one bad experience can be catastrophic. Words that are not said cannot be quoted.

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**2. Choose words carefully and cautiously.**

Comments taken out of context can cause problems. Be especially cautious about humor, sardonic asides, sarcasm, or word play. It is never appropriate to use personal slurs or swear words when talking with the media.

**I. Sanctions**

The Council is the judge of its own qualifications; City Charter Section 13, and Council Members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council. Serious infractions of this Code of Conduct could lead to other sanctions as deemed appropriate by Council, including forfeiture of office. It is the responsibility of City Council to initiate action if a Council Member's behavior may warrant sanction due to a breach of these written standards of conduct. Any action taken on the alleged violation(s) must be brought up with the City Council in a public meeting.

**SECTION 3.**

All resolutions or policies of the City in conflict herewith are hereby repealed to the extent of the conflict.

**SECTION 4.**

This resolution shall take effect immediately upon its adoption.

***CITY OF CLERMONT***  
**RESOLUTION NO. 2017-03**

**DONE AND RESOLVED** by the City Council of the City of Clermont, Lake County, Florida, this 10<sup>th</sup> day of January, 2017.

City of Clermont

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Gail L. Ash, Mayor

Attest:

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Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

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Daniel F. Mantzaris, City Attorney





## **EXHIBIT A**

### **CITY OF CLERMONT COUNCIL MEETING AGENDA 6:30 P.M., (Day/Date)**

Welcome to our Council meeting. In the interest of time efficiency and ensuring that everyone who wishes to address the Council is given the opportunity to do so, the following will apply to all comments made by the public. For items listed on the agenda, each speaker will be permitted 5 minutes to address the Council. For non-agenda items, each speaker will be permitted 3 minutes to address the Council. These time limits may be changed by the Mayor. Thank you for participating in your City Government.

#### **CALL TO ORDER**

#### **INVOCATION & PLEDGE OF ALLEGIANCE**

#### **PROCLAMATIONS**

#### **PRESENTATIONS**

#### **PUBLIC COMMENTS**

#### **REPORTS**

#### **CONSENT AGENDA**

The next portion of the meeting is the consent agenda which contains items that have been determined to be routine and non-controversial. If anyone in the audience wishes to address a particular item on the consent agenda, now is the opportunity for you to do so. Additionally, if staff or members of the City Council wish to speak on a consent item, they have the same opportunity.

#### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

#### **ADJOURN**

Any person wishing to appeal any decision made by the City Council at this meeting will need a record of the proceedings. For that purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. In accordance with the Americans with Disabilities Act (ADA), if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding he/she should contact Clermont, City Clerk's Office, 352-241-7330.

Please be advised that if you intend to show any document, picture, video or items to the Council or Board in support or opposition to any item on the agenda; a copy of the document, picture, video or item must be provided to the City Clerk for the City's records.



## CITY OF CLERMONT

# AGENDA ITEM

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| Ordinance No. 2017-04 <i>Introduction</i><br><i>The Addison</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| Recommend approval of Ordinance 2017-04.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <p>The applicant, B&amp;S Engineering Consultants, is requesting a rezoning from C-2 General Commercial to Planned Unit Development (PUD) to develop The Addison, an apartment community (formerly known as Palisades at Clermont). The 19.17-acre property is located at the northwest corner of Hooks Street and Citrus Tower Boulevard and extends west towards Oakley Seaver Drive. The property has been previously altered with mining activities and is currently vacant. The applicant desires to develop the site for a multi-family development with up to 12 units per acre, or a total of up to 230 units. The applicant has provided a conceptual site plan, prepared by B&amp;S Engineering Consultants, dated 12-01-16, showing the layout of the buildings and parking on the site. The project will consist of 16 multi-story buildings with a clubhouse and other amenities for the residents. The proposal is for multi-family use only with no commercial development proposed.</p> <p>Because the site has been previously disturbed, the applicant is requesting several waivers to deal with the existing conditions. The applicant is requesting cut and fill up to 25 feet over the project area. This is due to the existing man-made holes on the site from the mining activity and stock piling of roadway material (spoils) from Hooks Street and the surrounding road construction activities. This was permitted under the current St. Johns River Water Management District (SJRWMD) Permit 89835. The applicant is requesting 4:1 grades to assist with transitioning the grade over the site. The 4:1 slope is also being requested in the landscape buffers, where needed. The applicant is requesting a maximum retaining wall height of 13 feet. When two wall segments are required, the applicant is requesting a 3-foot terrace instead of a 5-foot terrace. The applicant is requesting the development be gated with private streets. The applicant is requesting that driveway access and parking be allowed to be constructed below the center line of adjoining roads, with the City's engineer's approval. The applicant has indicated they can serve the entire development with one central compactor for solid waste collection and is seeking a waiver to the land development code (LDC) for dumpsters.</p> <p>Staff acknowledges the site has been disturbed and the original topography has been altered, as evident from historical aerial photography and from the SJRWMD permit. Staff understands the site will be challenging to develop and the very nature of the PUD zoning allows waivers to the LDC. The traffic report indicates the proposed development will not require additional improvements to the surrounding roadway systems. The impact on the Lake County School District by the proposed development is still being evaluated, and the applicant acknowledges they will be required to participate in any mitigation that may be warranted for school concurrency.</p> <p>Staff has reviewed the applicant's request for a rezoning from C-2 General Commercial to PUD zoning. Staff believes the proposal meets the standards with regard to Section 122-315, Review Criteria for a PUD. Therefore, staff recommends approval of Ordinance 2017-04.</p> |  |

|                                                          |                                    |                                |
|----------------------------------------------------------|------------------------------------|--------------------------------|
| <b>Additional Analysis</b>                               |                                    |                                |
|                                                          |                                    |                                |
| <b>Fiscal Impact Summary</b>                             |                                    |                                |
|                                                          |                                    |                                |
| <b>Fiscal Impact</b>                                     | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |
|                                                          |                                    |                                |
| <b>Exhibits Attached</b> (copies of original agreements) |                                    |                                |
| 1.                                                       | Ordinance                          | REZ ORD 2017-04.docx           |
| 2.                                                       | Maps                               | The Addison Maps.pdf           |
| 3.                                                       | Site plan                          | Site plan.pdf                  |
| 4.                                                       | Elevation                          | Elevations.pdf                 |
| 5.                                                       | Application                        | REZ application.pdf            |
| 6.                                                       | Legal ad                           | The Addison PUD legal ad.docx  |

*CITY OF CLERMONT*  
**ORDINANCE No. 2017-04**

**AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR SEVERABILITY, EFFECTIVE DATE, AND PUBLICATION.**

The City Council of the City of Clermont, Lake County, Florida hereby ordains that:

**SECTION 1:**

The Official Zoning Map of the City of Clermont, Lake County, Florida referred to in Chapter 122 of Ordinance No. 289-C, Code of Ordinances, is hereby amended by rezoning the following described property:

**LEGAL DESCRIPTION**

**PARCEL A**

Southeast 1/4 of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 22 South, Range 26 East, also described as Tract 32 of Section 29, Township 22 South, Range 26 East, according to the plat of Lake Highlands Company, filed January 10, 1914, and recorded in Plat Book 2, Page 25, Public Records of Lake County, Florida, less and except a strip of land 15 feet wide along the East and also along the South side thereof, reserved for one-half of roadway, as shown on said plat of Lake Highland Company. Also Less and Except the land described in the Statutory Warranty Deeds in favor of Lake County recorded in Official Records Book 2360, Page 706 and Page 714 and Official Records Book 2646, Page 47, Public Records of Lake County, Florida.

AND

**PARCEL B**

A portion of the Northeast one-quarter (NE 1/4) of Section 29, Township 22 South, Range 26 East, Lake County, Florida, being more particularly described as follows:

Begin at a one-half inch iron rod (LS# 2142) monumenting the Southwest corner of Lot 51, Summit Subdivision, recorded in Plat Book 8, Page 7 of the Public Records of Lake County, Florida; thence North 86°18'10" East along the monumented South line of said Summit Subdivision, 640.06 feet; thence South 04°06'36" East along a line 15.00 feet West of and parallel with the East line of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 116.58 feet; thence South 87°08'43" West along the South line of the Northeast one-quarter (NE 1/4) of the Southeast one-quarter (SE 1/4) of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 643.56 feet; thence North 04°06'48" West along the West line of the Northeast one-quarter (NE 1/4) of the Southeast one-quarter (SE 1/4) of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 107.12 feet; thence North 86°18'10" East, 3.36 feet to the Point of Beginning.

*CITY OF CLERMONT*  
**ORDINANCE No. 2017-04**

Less and Except the land described in the Corrective Quit Claim Deed recorded in Official Records Book 2926, Page 2335, Public Records of Lake County, Florida.

**PARCEL C**

Tract 31, Section 29, Township 22 South, Range 26 East, Lake Highlands County, according to the map or plat thereof as recorded in Plat Book 2, Page 25, Public Records of Lake County, Florida.

Less and Except the land described in the Corrective Deed recorded June 23, 2008 in Official Records Book 3643, Page 2021, Public Records of Lake County, Florida.

Together with that certain non-exclusive storm water drainage easement by and between Sandhill Commons Property Owners' Association and Dewitt Enterprises, Inc. recorded June 29, 2012, in Book 4181, Page 423, Public Records of Lake County, Florida.

Containing 19.17 acres more or less, and being subject to any easements, rights-of-way or restrictions of record.

**LOCATION**

Northwest corner of Hooks Street and Citrus Tower Blvd  
AK 3771657, 1114985, 1112192

**FROM: C-2 GENERAL COMMERCIAL**  
**TO: PLANNED UNIT DEVELOPMENT**

**SECTION 2 - General Conditions:**

This application is for a Planned Unit Development to allow for a multi-family residential Planned Unit Development; be granted subject to the following conditions:

1. The conditions as set forth in this Planned Unit Development shall be legally binding upon any heirs, assigns and successors in title or interest.
2. The property shall be developed in substantial accordance with the Site Plan prepared by B&S Engineering Consultants, LLC, dated December 1, 2016, Palisades at Clermont, LLC, Site Plan. Formal construction plans incorporating all conditions stated in this permit shall be submitted for review and approved by the Site Review Committee prior to the issuance of a zoning clearance or other development permits.

*CITY OF CLERMONT*  
**ORDINANCE No. 2017-04**

3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.

**SECTION 3 - Land Uses and Specific Conditions:**

1. A total of up to 230 multi-family dwelling units may be permitted on the site, not to exceed a density of 12 units per acre within the project.
2. Setbacks for Multi-family
  - From Hooks Street: 25 feet from the property line
  - From Oakley Seaver: 25 feet from property line
  - From Citrus Tower: 25 feet from property line
  - Rear: 25 feet from the property line
3. The multi-family project will have private gated streets that will be maintained by the developer or designated party.
4. Driveway access and parking for the project may be below the centerline of adjoining roads and will be subject to the approval of the City Engineer.
5. The project may have elevation changes of up to 25 feet in height over the project site through the use of cut and fill. These changes will be submitted to the City Engineer at the time of final engineering.
6. Retaining wall heights up to 13 feet in height are allowed to deal with the extreme grades on the site. 3 foot terrace between walls can be utilized where two wall segments are required.
7. The project may have slopes of 4:1 on the pervious areas of the site, including the landscape buffer.
8. A trash compacter may be substituted for dumpsters for the project if the Applicant can demonstrate it can sufficiently meet the waste demands for the project. If this cannot be demonstrated, then one dumpster per 25 units shall be provided.
9. The project shall be developed according to the C-2 General Commercial zoning designation in the Land Development Code, unless expressly stated above.

**SECTION 4:**

All Ordinances or parts of this Ordinance in conflict herewith are hereby repealed.

*CITY OF CLERMONT*  
**ORDINANCE No. 2017-04**

**SECTION 5:**

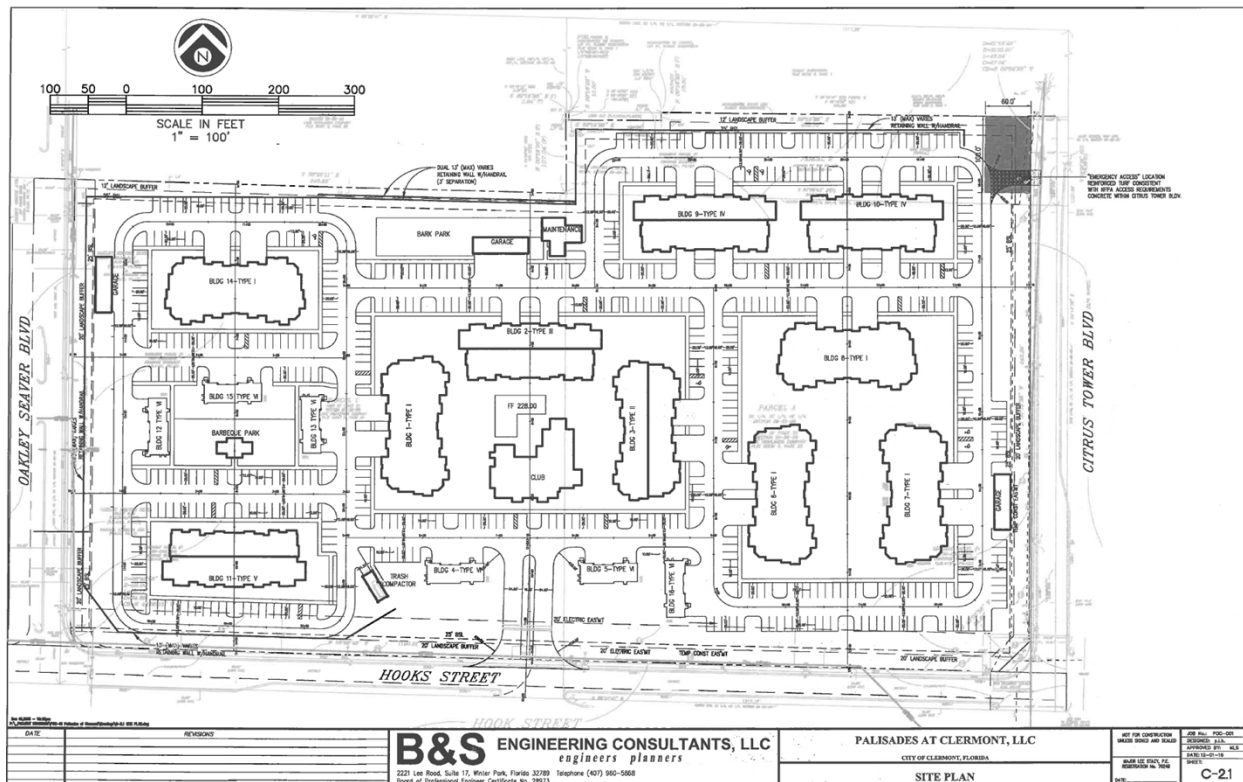
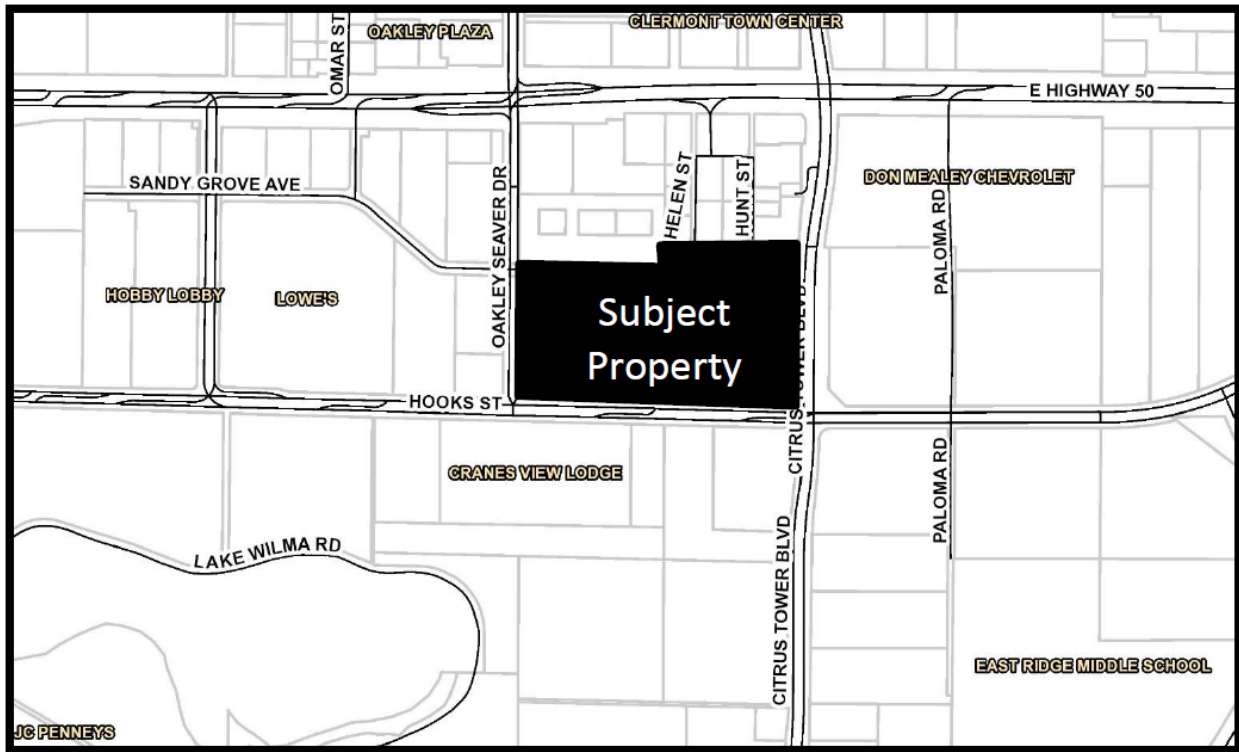
Should any Section or part of this Section be declared invalid by any court of competent jurisdiction, such adjudications shall not apply to or affect any other provision of this Ordinance, except to the extent that the entire Section or part of the Section may be inseparable in meaning and effect from the Section to which such holding shall apply.

**SECTION 6:**

This Ordinance shall be published as provided by law, and it shall become law and take effect upon its Second Reading and Final Passage.

**CITY OF CLERMONT**  
**ORDINANCE No. 2017-04**

Location map:





*CITY OF CLERMONT*  
**ORDINANCE No. 2017-04**

**PASSED AND ADOPTED** by the City Council of the City of Clermont, Lake County, Florida on this 17th day of January, 2017.

CITY OF CLERMONT

---

Gail L. Ash, Mayor

ATTEST:

---

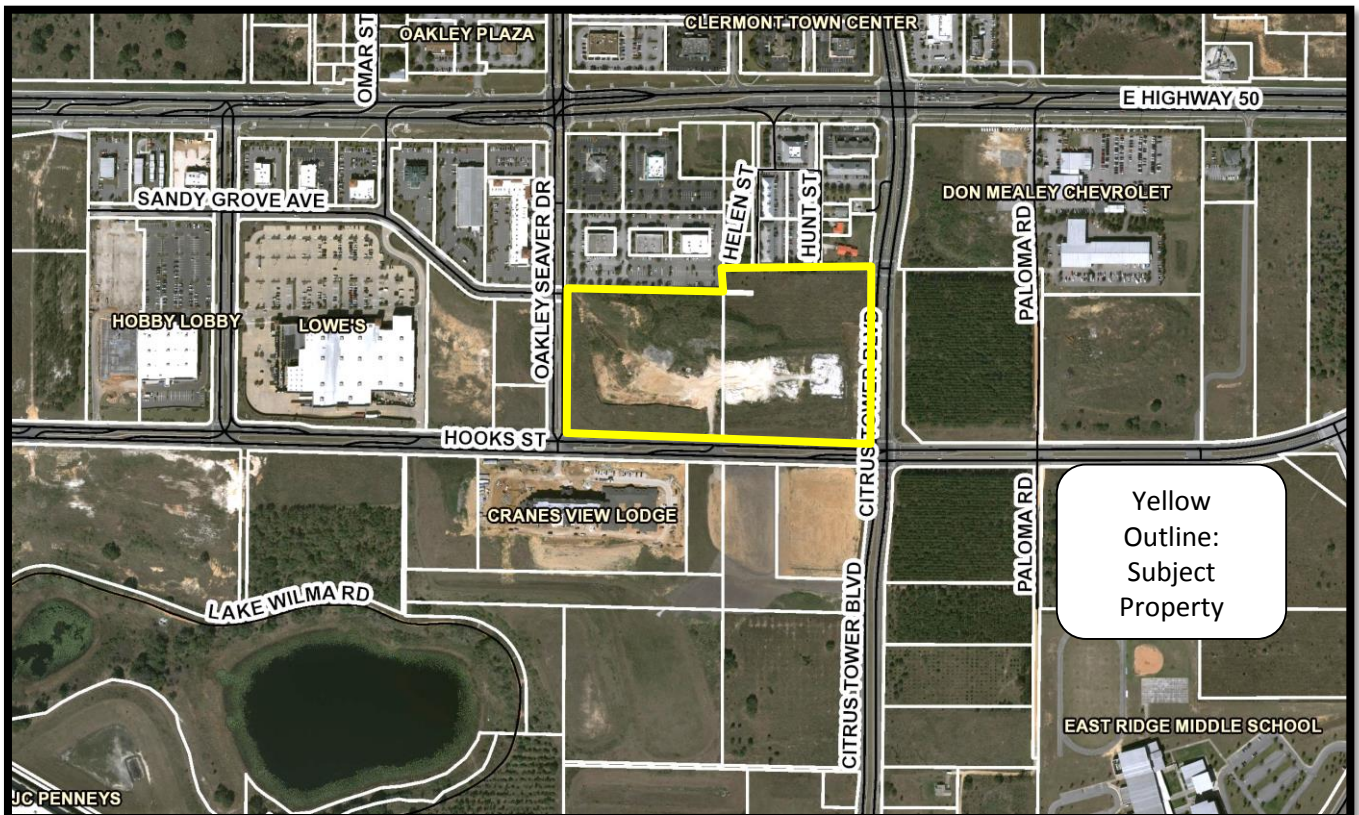
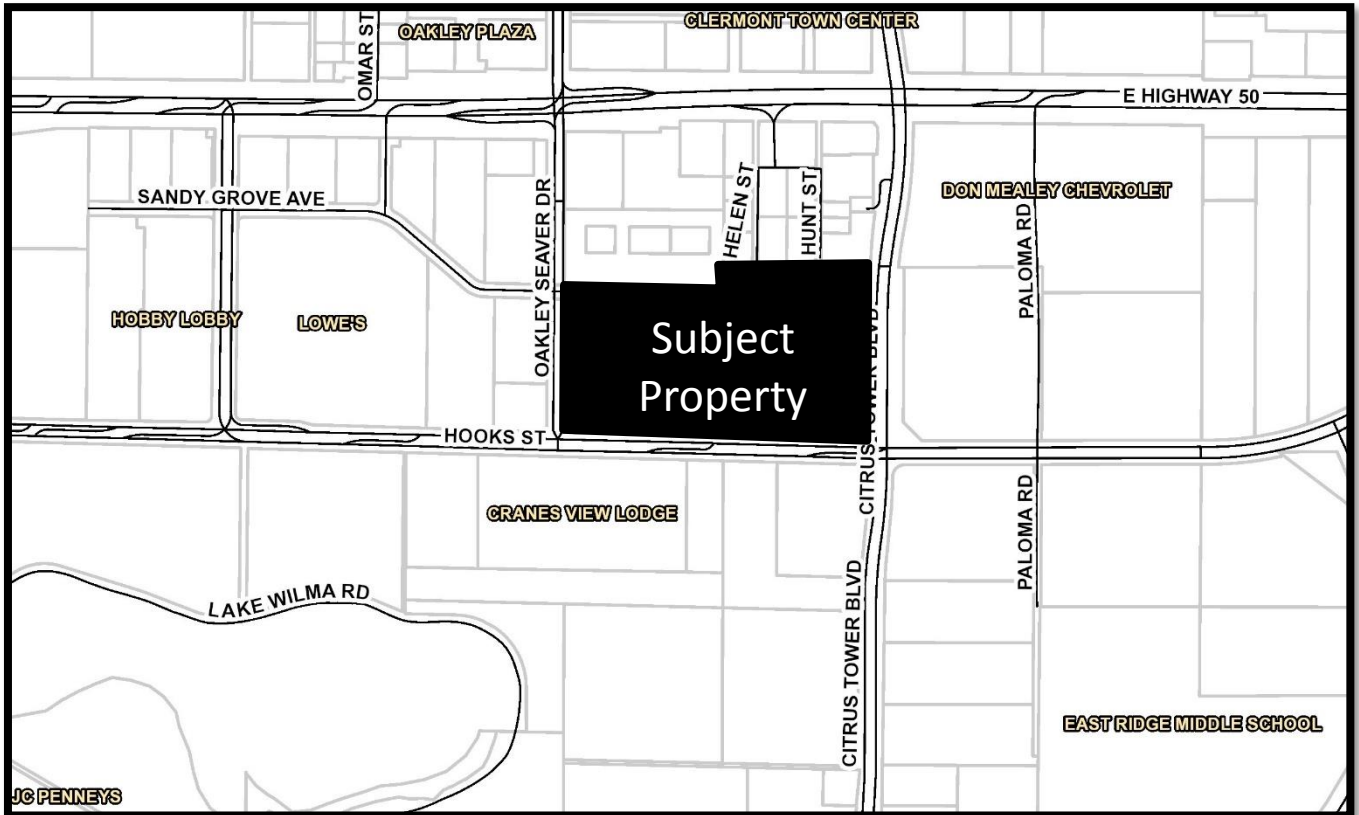
Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

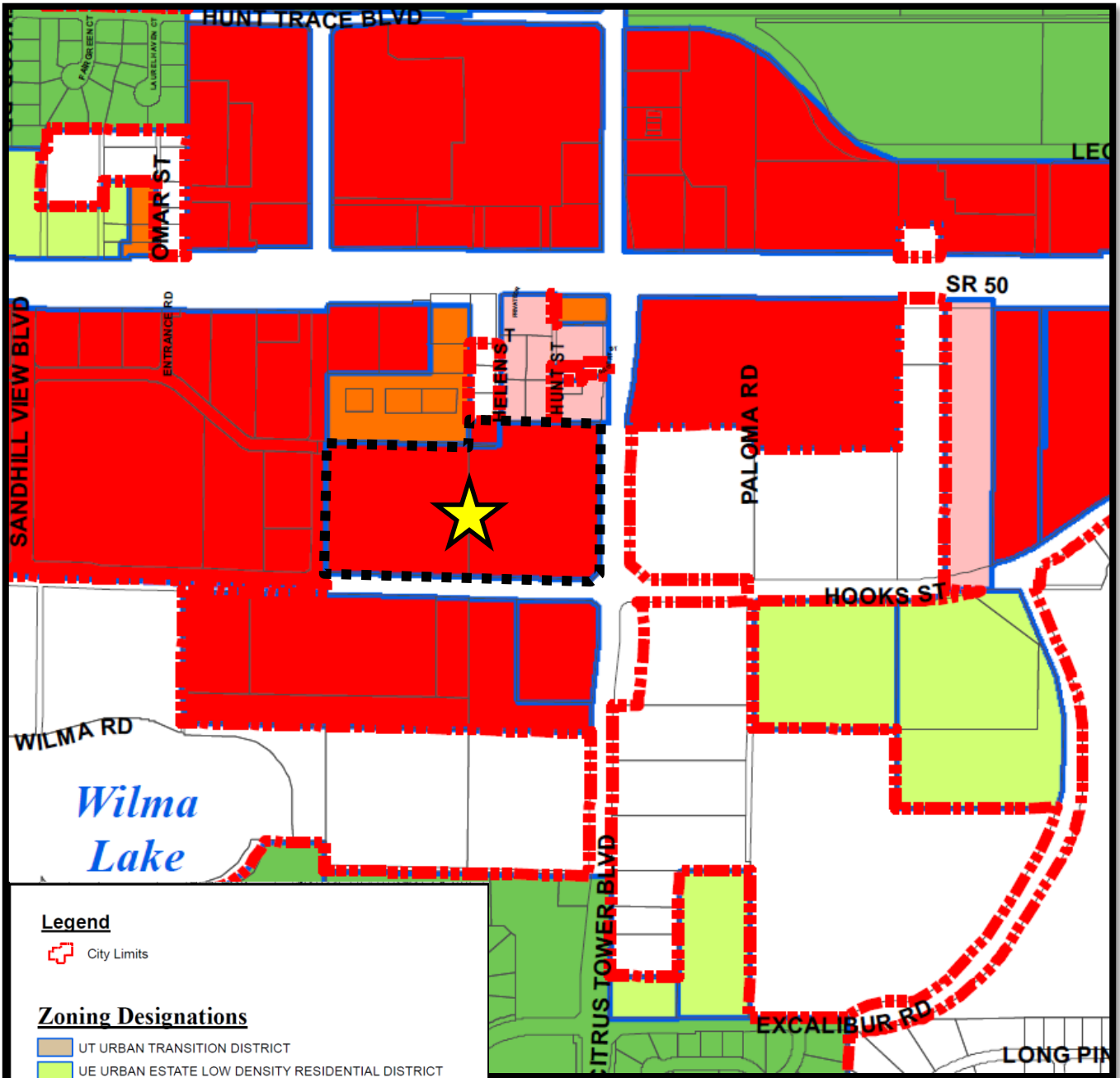
---

Daniel F. Mantzaris, City Attorney

# Exhibit - Location Map The Addison



# Exhibit – Zoning The Addison



## Legend

City Limits

## Zoning Designations

- UT URBAN TRANSITION DISTRICT
- UE URBAN ESTATE LOW DENSITY RESIDENTIAL DISTRICT
- R-1-A SINGLE FAMILY LOW DENSITY RESIDENTIAL DISTRICT
- R-1 SINGLE FAMILY MEDIUM DENSITY RESIDENTIAL DISTRICT
- R-2 MEDIUM DENSITY RESIDENTIAL DISTRICT
- R-3-A RESIDENTIAL/PROFESSIONAL DISTRICT
- R-3 RESIDENTIAL/PROFESSIONAL DISTRICT
- O-1 OFFICE DISTRICT
- C-1 LIGHT COMMERCIAL DISTRICT
- C-2 GENERAL COMMERCIAL DISTRICT
- CBD CENTRAL BUSINESS DISTRICT
- M-1 INDUSTRIAL DISTRICT
- CD COMMERCE DISTRICT
- PR PARKS AND RECREATION DISTRICT
- PUD PLANNED UNIT DEVELOPMENT
- AREAS NOT WITHIN THE CITY LIMITS

Boundary Survey

DESCRIPTION AS FURNISHED: The land referred to herein below is situated in the County of Lake, State of Florida , and is described as follows:

PARCEL A

Southeast 1/4 of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 22 South, Range 26 East, also described as Tract 32 of Section 29, Township 22 South, Range 26 East, according to the plat of Lake Highlands Company, filed January 10, 1914, and recorded in Plat Book 2, Page 25, Public Records of Lake County, Florida, less and except a strip of land 15 feet wide along the East and also along the South side thereof, reserved for one-half of roadway, as shown on said plat of Lake Highlands Company.

Also Less and Except the land described in the Statutory Warranty Deeds in favor of Lake County recorded in Official Records Book 2360, Page 706 and Page 714 and Official Records Book 2646, Page 47, Public Records of Lake County, Florida.

AND

PARCEL B

A portion of the Northeast one-quarter (NE 1/4) of Section 29, Township 22 South, Range 26 East, Lake County, Florida, being more particularly described as follows:

Begin at a one-half inch iron rod (LS# 2142) monumenting the Southwest corner of Lot 51, Summit Subdivision, recorded in Plat Book 8, Page 7 of the Public Records of Lake County, Florida; thence North 86°18'10" East along the monumented South line of said Summit Subdivision, 640.06 feet; thence South 04°06'36" East along a line 15.00 feet West of and parallel with the East line of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 116.58 feet; thence South 87°08'43" West along the South line of the Northeast one-quarter (NE 1/4) of the Southeast one-quarter (SE 1/4) of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 643.56 feet; thence North 04°06'48" West along the West line of the Northeast one-quarter (NE 1/4) of the Southeast one-quarter (SE 1/4) of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 107.12 feet; thence North 86°18'10" East, 3.36 feet to the Point of Beginning.

Less and Except the land described in the Corrective Quit Claim Deed recorded in Official Records Book 2926, Page 2335, Public Records of Lake County, Florida.

PARCEL C

Tract 31, Section 29, Township 22 South, Range 26 East, Lake Highlands County, according to the map or plat thereof as recorded in Plat Book 2, Page 25, Public Records of Lake County, Florida.

Less and Except the land described in the Corrective Deed recorded June 23, 2008 in Official Records Book 3643, Page 2021, Public Records of Lake County, Florida.

Together with that certain non-exclusive stormwater drainage easement by and between Sandhill Commons Property Owners' Association and Dewitt Enterprises, Inc. recorded June 29, 2012, in Book 4181, Page 423, Public Records of Lake County, Florida.

BOUNDARY SURVEY FOR / CERTIFIED TO: Deion Lowery;

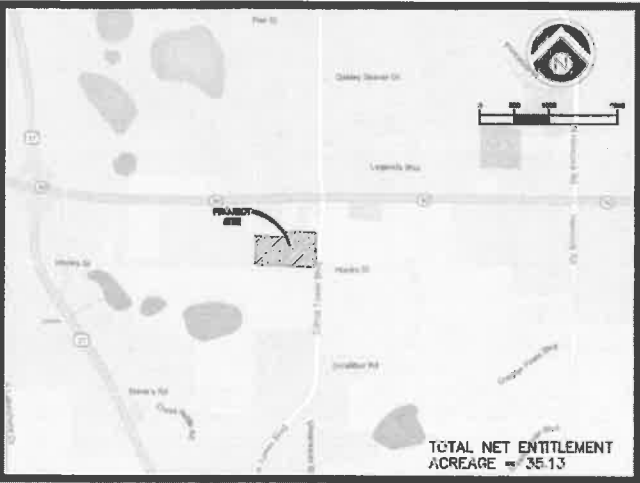
SOILS MAP

SCALE: 1"=400'



| SOIL TYPE | SOIL NAME                 | HYDROLOGIC GROUP |
|-----------|---------------------------|------------------|
| 8         | CANDLER, 0 TO 5 PERCENT   | A                |
| 9         | CANDLER, 5 TO 12 PERCENT  | A                |
| 37        | CANDLER, 12 TO 40 PERCENT | A                |

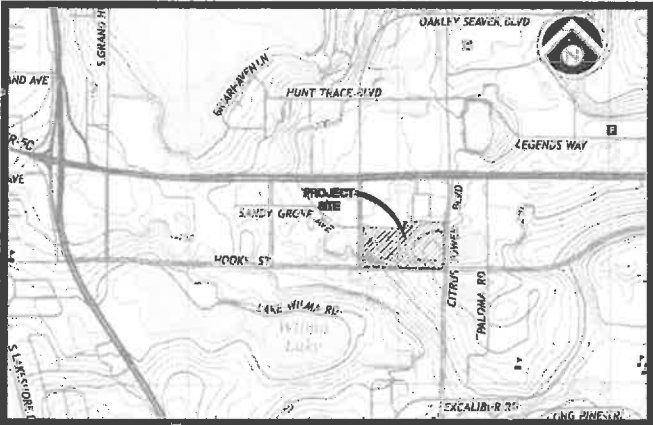
LOCATION MAP



SECTION 9 TOWNSHIP 22S RANGE 26E LATITUDE 28° 32' 43"N LONGITUDE 81° 42' 54"W

USGS MAP

SCALE: 1"=1500'



PLANNED UNIT DEVELOPMENT

PALISADES AT CLERMONT

PARCEL ID # 9-22-26-130501700000

& 09-22-26-1305031000000

PREPARED FOR

PALISADES AT CLERMONT, LLC

1556 LAKE WHITNEY DRIVE

WINDERMERE, FLORIDA 32786

PROJECT TEAM

OWNER

DEWITT ENTERPRISES, INC.  
14463 W. COLONIAL DRIVE  
WINTER GARDEN, FL 34787

APPLICANT

PALISADES AT CLERMONT, LLC  
LAKE WHITNEY DRIVE  
WINDERMERE, FLORIDA 32786

ENGINEER

B&S ENGINEERING CONSULTANTS, LLC  
MAJOR STACY, P.E.  
2221 LEE ROAD SUITE 17  
WINTER PARK, FLORIDA 32789  
PHONE: 407-960-5868

ARCHITECT

CHARLAN BROCK AND ASSOCIATES  
1770 FENNELL ST.  
MAITLAND, FL 32751  
PHONE: 407-660-8900

ENVIRONMENTALIST

UNIVERSAL ENGINEERING SCIENCES  
3532 MAGGIE BOULEVARD  
ORLANDO, FLORIDA 32811  
PHONE: 407-423-0504

UTILITY SERVICE PROVIDERS

WATER

CITY OF CLERMONT  
685 W. MONTROSE STREET  
CLERMONT, FL 34711  
PHONE: 352-241-7335

PHONE

CENTURY LINK  
280 CITRUS TOWER BOULEVARD  
CLERMONT, FL 34711  
PHONE: 800-672-6242

SEWER

CITY OF CLERMONT  
685 W. MONTROSE STREET  
CLERMONT, FL 34711  
PHONE: 352-241-7335

CABLE

BRIGHT HOUSE NETWORKS, LLC  
602 HWY 50  
CLERMONT, FL 34711  
PHONE: 352-245-2408

ELECTRIC

DUKE ENERGY  
P.O.BOX 120069  
CLERMONT, FL 34712  
PHONE: 352-241-7335

NOTES:

1. PROPOSED FFE AND GRADING SHOWN AS CONCEPTUAL.
2. THE FINAL ENGINEERING PLANS WILL BE CONSISTENT WITH NFPA AND CITY OF CLERMONT CODE. THIS INCLUDES CUL-DE-SACS AND HAMMERHEADS FOR ANY DEAD END EXCEEDING 150 FEET.
3. LANDSCAPE ISLAND WILL BE A MINIMUM OF 300 S.F. AT FINAL ENGINEERING.
4. A SECONDARY EMERGENCY ACCESS POINT WILL BE PROVIDED AT FINAL ENGINEERING THIS ACCESS MAY CONSIST OF STABILIZED REINFORCED GRASS PAVERS AND CRASH GATES.

SHEET INDEX

| Sheet Number | Sheet Title           | Rev |
|--------------|-----------------------|-----|
| C-0.0        | COVER SHEET           |     |
| C-1.1        | VARIANCE REQUESTS     |     |
| C-1.2        | EXISTING CONDITIONS   |     |
| C-2.1        | SITE PLAN             |     |
| C-3.1        | UTILITY PLAN          |     |
| C-3.2        | AUTOTURN EXHIBIT      |     |
| C-4.1        | DRAINAGE PLAN         |     |
| PP-1         | STREETS A & B PROFILE |     |
| PP-2         | STREET C PROFILE      |     |
| PP-3         | STREET D PROFILE      |     |
| PP-4         | STREETS E & F PROFILE |     |
| PP-5         | STREET G PROFILE      |     |
| PP-6         | SITE SECTION 100      |     |
| PP-7         | SITE SECTION 200      |     |
| PP-8         | SITE SECTION 300      |     |

SITE DATA

SECTION/TOWNSHIP/RANGE:

PROPERTY AREA:

EXISTING ZONING:

EXISTING USE:

PROPOSED ZONING:

PROPOSED USE:

MAX BUILDING HEIGHT:

VEGETATION:

SETBACKS:

FRONT (HOOKS STREET) 25'  
SIDE (CITRUS TOWER BLVD)  
(OAKLEY SEAVER BLVD) 25'  
REAR 25'

VARIANCES:

PARKING AS PROPOSED:

| MINIMUM PARKING REQ |       |
|---------------------|-------|
| TOTALS              | TOTAL |
| 1 BED - 96 (1.5)    | 84    |
| 2 BED - 122 (2)     | 244   |
| 3 BED - 52 (2.5)    | 130   |
| REQUIRED            | 458   |
| HANDICAP REQUIRED   | 9     |
| PROVIDED            |       |
| STANDARD 18'x20'    | 444   |
| HANDICAP 12'x20'    | 24    |
| GARAGE              | 63    |
| TOTAL               | 531   |

9/22S/26E

±19.17 AC

C-2

BORROW PIT/MINE

PLANNED DEVELOPMENT

MULTI FAMILY / SENIOR'S DENSITY:

12 DU/AC MAX = 230 UNITS

3 STORIES

EXISTING BORROW PIT

APPLY TO ENTIRE PROPERTY AS  
DETAILED ON SHEET C-1.1

PER CITY CODE



NOT FOR CONSTRUCTION  
UNLESS SIGNED AND SEALED

DESIGNED: p.l.s.

APPROVED BY: M.L.S.

DATE:12-01-16

MAJOR LEE STACY, P.E.  
REGISTRATION No. 70249

SHEET:  
DATE:

JOB No.: PDC-001

DESIGNED: p.l.s.

APPROVED BY: M.L.S.

DATE:12-01-16

MAJOR LEE STACY, P.E.  
REGISTRATION No. 70249

SHEET:  
DATE:

C-0.0

Potential Variance Requests:

Sec. 54-78. - Driveway construction standards.

(a) Driveways constructed below street grade must rise to an elevation at least to the top of the curb height on city rights-of-way before reaching the owner's property line. Driveways constructed above the street grade should not exceed a grade of three-fourths of an inch per foot from the top of the curb to provide for vehicular clearance, unless otherwise approved by the city engineer.

**Waiver Requests:** We are requesting a variance from this code and defer to the city engineer to approve proposed grading to ensure adequate outfall and protection of the FFE.

Sec. 94-195. - Clearing and grading review criteria. (b){3}

The maximum depth of cut or fill for construction of any roadway shall be 15 feet, as measured at the centerline of the roadway.

**Waiver Requests:** The site is an existing borrow pit and not in-situ soil. Due to the heavily modified topography over time, this site does not meet the intent of code to preserve natural elevation contouring.

Sec. 94-195. - Clearing and grading review criteria. (d){4, 5, 7}

(4) Elevation changes in topography shall be limited to 15 feet.  
(5) Transitions between multi-level construction shall be accomplished using slopes of no greater than 5:1 or with retaining walls not to exceed six feet in height.

(7) Terraces shall include a minimum five-foot landscape buffer along the boundary.

**Waiver Requests:** It is not until all final architectural, landscape and civil engineering design that the final grades and miscellaneous small retaining walls are located. Due to the historic use of the property, extensive geotechnical analysis will be performed and non-suitable soil layers or debris may need to be removed at varying depths. In addition, retaining walls will be required exceeding 6' in height. We are requesting a variance removing the 15' restriction of elevation change (the subsurface conditions can vary) and requesting a maximum wall height of 13' without a terrace throughout the development. A 3' terrace will be utilized where two wall segments are required. A waiver is also requested allowing the use of 4:1 grading on all pervious areas of the site as needed.

Sec. 110-192 Gated development

**Waiver Request:** The proposed development will be gated and include emergency access in an easement coordinated with the City of Clermont and Lake County Public Works.

**Waiver Request:** The proposed development will utilized a central compactor for solid waste collection.

Sec. 122-126 Yards

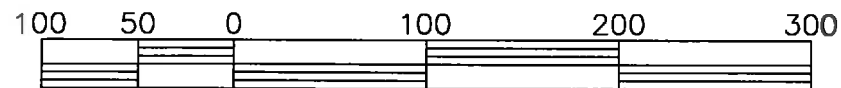
Minimum yard requirements for the C-2 district are as follows:

- (1) Front Yard. Property adjacent to Hartwood Marsh Road, SR 50 and U.S. 27 shall maintain a 50-foot setback. The setback on all other streets shall be 25 feet.
- (2) Side Yard. The minimum side yard setback is 12 feet. On corner lots where a side yard setback of 50 feet shall be maintained on Hartwood Marsh Road, State Road 50 and U.S. Highway 27 and a side yard setback of 25 feet shall be maintained from all other streets and 12 feet on the interior side yard. However, a side setback of 25 feet shall be maintained on the side adjacent to property that is either zoned or used as residential.
- (3) Rear Yard. The minimum rear yard setback is 25 feet except where a rear yard abuts Hartwood Marsh Road, SR 50 or U.S. 27, a setback of 50 feet shall be maintained. The rear building line of lakefront property shall be measured from the established high-water mark. No construction encroachment may occur in any designated 100-year floodplain except in accordance with policies of the adopted comprehensive plan and after formal approval of a site development plan by the administrative official.
- (4) Buffer Strip. When a conditional or commercial use abuts a residential use, the conditional or commercial use shall provide a landscaped buffer strip along the abutting property line.
- (5) Other Setbacks. All yard setbacks for principal buildings shall be a minimum of 25 feet from established high-water marks. No construction encroachment may occur in any designated 100-year floodplain except in accordance with policies of the adopted comprehensive plan and after formal approval of a site development plan by the administrative official.

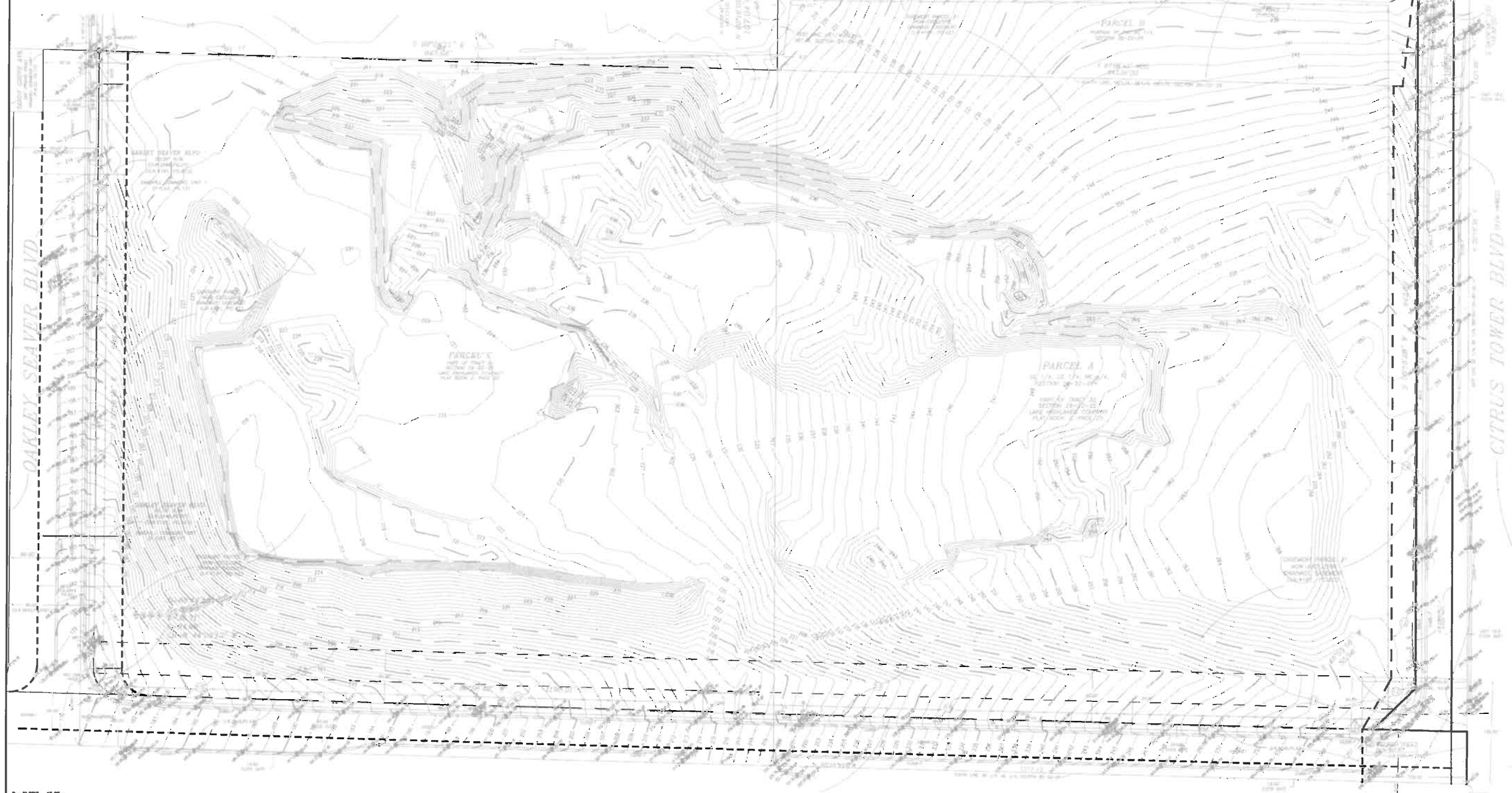
**Waiver Request:** It is possible areas in the landscape buffer will need to be graded at a 4:1 slope to transition to existing grades.

|      |           |                                                                                                                                                                                                                                                                                         |                            |                                                 |                                                  |                  |
|------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------------------------------|--------------------------------------------------|------------------|
| DATE | REVISIONS | <div><div><div>B&amp;S</div><div>ENGINEERING CONSULTANTS, LLC</div><div>engineers planners</div></div><div><div>2221 Lee Road, Suite 17, Winter Park, Florida 32789</div><div>Board of Professional Engineer Certificate No. 28973</div><div>Telephone (407) 960-5868</div></div></div> | PALISADES AT CLERMONT, LLC |                                                 | NOT FOR CONSTRUCTION<br>UNLESS SIGNED AND SEALED | JOB No.: POC-001 |
|      |           |                                                                                                                                                                                                                                                                                         | CITY OF CLERMONT, FLORIDA  |                                                 | DESIGNED: p.l.b.                                 |                  |
|      |           |                                                                                                                                                                                                                                                                                         | VARIANCE REQUESTS          |                                                 | APPROVED BY: MLS                                 |                  |
|      |           |                                                                                                                                                                                                                                                                                         |                            |                                                 | DATE: 12-01-18                                   |                  |
|      |           |                                                                                                                                                                                                                                                                                         |                            | MAJOR LEE STACY, P.E.<br>REGISTRATION No. 70249 | SHEET:                                           |                  |
|      |           |                                                                                                                                                                                                                                                                                         |                            | DATE: _____                                     | C-1.1                                            |                  |





SCALE IN FEET  
1" = 100'



Dec 01, 2016 - 12:25pm  
P:\PROJECT DRAWINGS\POC-01 Palisades at Clermont\POC-01 EXISTING CONDITIONS.dwg

| DATE | REVISIONS |
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**B&S** ENGINEERING CONSULTANTS, LLC  
*engineers planners*

2221 Lee Road, Suite 17, Winter Park, Florida 32789 Telephone (407) 960-5868  
Board of Professional Engineer Certificate No. 28973

**PALISADES AT CLERMONT, LLC**

CITY OF CLERMONT, FLORIDA

**EXISTING CONDITIONS**

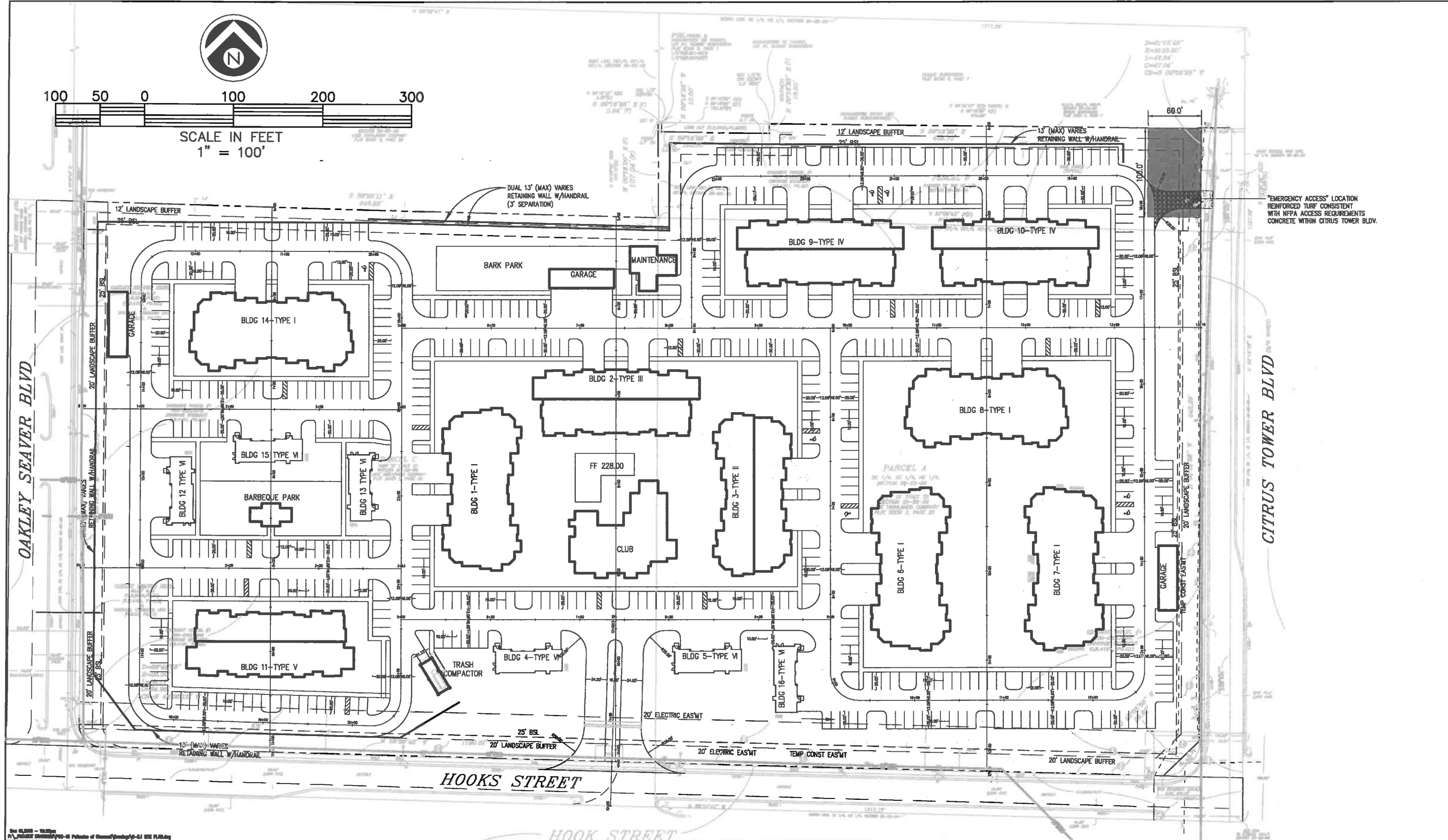
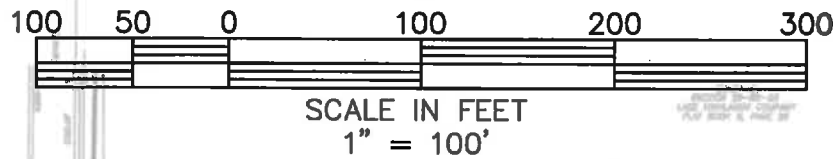
NOT FOR CONSTRUCTION  
UNLESS SIGNED AND SEALED

MAJOR LEE STACY, P.E.  
REGISTRATION No. 70249

DATE: \_\_\_\_\_

JOB No.: POC-001  
DESIGNED: p.i.b.  
APPROVED BY: MLS  
DATE: 12-01-16  
SHEET:

**C-12**



See 02-000 - 10-000  
IN PROJECT CHARTER/02-01 Palisades at Clermont/02-01 SITE PLAN.dwg

| DATE | REVISIONS |
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**B&S** ENGINEERING CONSULTANTS, LLC  
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2221 Lee Road, Suite 17, Winter Park, Florida 32789 Telephone (407) 960-5868  
Board of Professional Engineer Certificate No. 28973

**PALISADES AT CLERMONT, LLC**

CITY OF CLERMONT, FLORIDA

**SITE PLAN**

|                                                  |                                                                                         |
|--------------------------------------------------|-----------------------------------------------------------------------------------------|
| NOT FOR CONSTRUCTION<br>UNLESS SIGNED AND SEALED | JOB No.: POC-001<br>DESIGNED: p.l.s.<br>APPROVED BY: M.L.S.<br>DATE: 12-01-16<br>SHEET: |
| MAJOR LEE STACY, P.E.<br>REGISTRATION No. 70249  | C-21                                                                                    |
| DATE: _____                                      |                                                                                         |

The Palisades of Clermont, LLC  
1556 Lake Whitney Drive - Windermere FL 34786.

# THE PALISADES

Preliminary Design- December 01, 2016



**MEP ENGINEER**  
**MiGre Engineers, LLC**  
1200 West S.R. 434, Suite 301  
Longwood, Florida 32750  
PH. 407-636-7999, x122  
www.migre-eng.com  
CONTACT: Pat Rance  
E-MAIL: Prance@migre-eng.com

**ARCHITECT**  
**c b a**  
charlan • brock • associates  
architects • planners  
1770 Fennell Street  
Maitland, Florida 32751  
PH. 407-660-8900  
www.cbaarchitects.com  
CONTACT: Jody Kizelewicz  
E-MAIL: jody@cbaarchitects.com

**STRUCTURAL ENGINEER**  
**Structural Concepts & Design**  
2989 West S.R. 434, Suite 300  
Longwood, Florida 32779  
PH. 407-682-2086  
FAX. 407-682-2386  
CONTACT: Robert C. Scroggins, P.E.  
E-MAIL: CScroggins@StructuralConcepts-Design.com



Clermont, FL

Charles L. Charlan  
Architect, AIA 8219

**THE PALISADES**  
The Palisades of Clermont, LLC  
1556 Lake Whitney Drive - Windermere FL 34786.

**c b a**  
charlan • brock  
associates  
architects planners  
1770 fennell street  
maitland florida 32751-7208  
407-660-8900 f: 407-675-9948  
www.cbaarchitects.com

**PROJECT**  
**COVER SHEET**

date: 12-01-16  
job no: 3859.16  
drawn by: JK  
reviewed by: CBA  
file: 3859A0.01  
issue history:

PRELIMINARY - NOT FOR CONSTRUCTION

**A0.01**

charlan, brock & associates, inc. hereby reserves all rights in this preliminary design and other property rights in their plans, specifications and designs. these ideas, designs and plans are not to be used for any other purpose without the express written permission from cba, inc. written dimensions shall have precedence over scale dimensions.



ELEVATION KEY NOTES

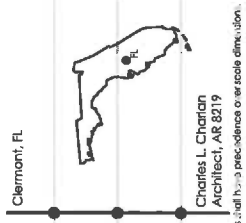
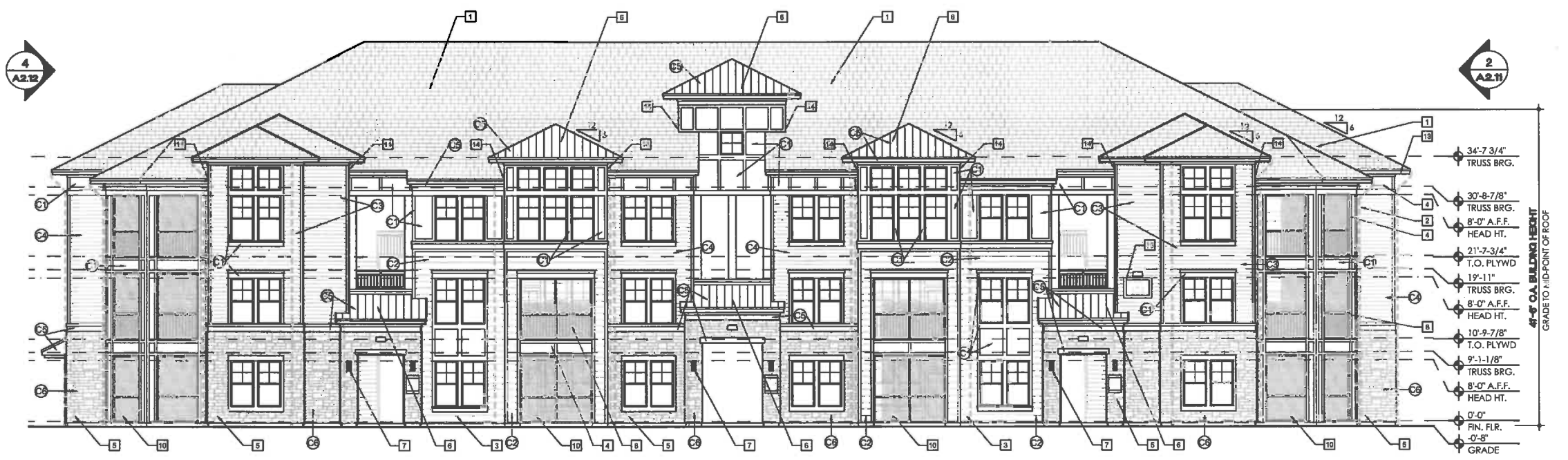
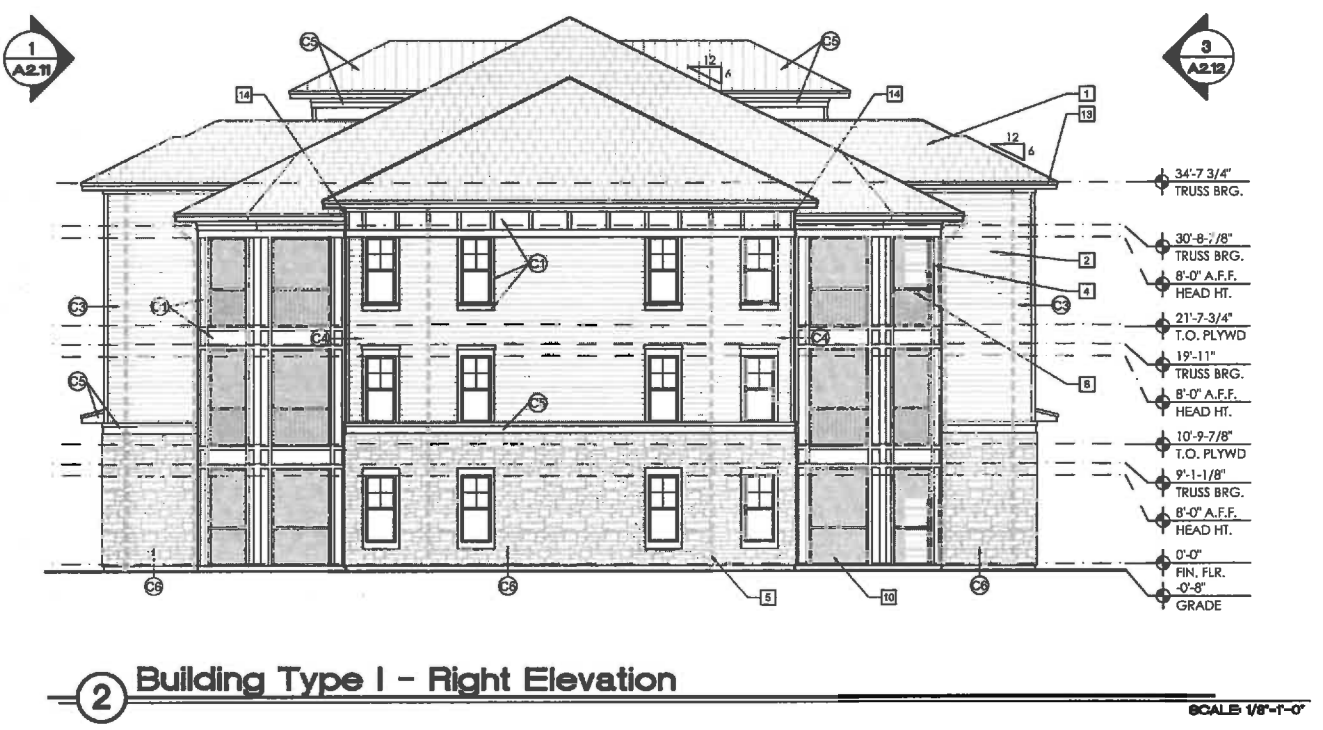
1. CONCRETE ROOF TILE ON SELF ADHERED #10 MIL WATERPROOFING MEMBRANE ON ROOF SHEATHING OVER PRE-ENGINEERED ROOF TRUSSES
2. 4" Reveal fiber cement lap siding over building wrap, over exterior wall per manufacturer's recommendations
3. 10" reveal fiber cement lap siding over building wrap, over exterior wall per manufacturer's recommendations
4. Fiber cement panel vertical siding over rainscreen, over building wrap, over exterior wall per manufacturer's recommendations
5. STONE VENEER OVER 2-COAT STUCCO ON METAL LATH, OVER LAYER OF 30# BUILDING PAPER OVER BUILDING WRAP, INSTALL PER STONE MANUFACTURER'S RECOMMENDATIONS
6. Standing seam metal roofing with continuous hip and ridge vents, typical.
7. Light fixture
8. Aluminum railing
9. Aluminum cladding
10. Aluminum screen enclosure
11. Meter bank. Actual location may vary. Verify which end meters shall be located on with electrical plans / transformer layout.
12. Decorative bracket. See Detail S/A7.35.
13. METAL DRIP EDGE ON ALUMINUM WRAPPED 1X3 ON 2X8 FASCIA BOARD WITH ALUMINUM GUTTER PER ROOF PLAN.
14. Water diverter kickout flashing at slope roof to vertical wall intersection
15. Building signage

TYPICAL ELEVATION NOTES

1. Typical exterior cladding: Combination of cementitious lapped siding, cementitious panel siding and cultured stone veneer. Entire building to be wrapped with building wrap. Inside and outside corners to be pre-wrapped with self-adhered membrane for 6" each side of corner. Stone veneer to be installed over stucco base with metal lath and 30# felt over building wrap.
2. All exterior trim to be 5/4" cementitious trim.
3. All penetrations must be properly flashed and/or sealed. Attachments through exterior skin shall be set in bead of sealant. Refer to sheets A7.41 & A7.42 for penetration details.
4. All building mounted equipment, panels, etc. shall be mounted after exterior finish is applied and painted. If sequencing of construction requires mounting prior to this, contractor shall submit method of mounting and waterproofing to architect for approval.
5. All unit balconies to have structural floor system sloped away from unit for drainage.
6. All exterior balcony rails to be factory finished aluminum.
7. All finish grade shall be minimum 8" below finish floor and slope away from building.
8. Provide urethane sealant at all inside corners.
9. Provide urethane sealant with bond breaker (to prevent 3-sided adhesion) at top and bottom of horizontal building bands.
10. Provide sealant joints of interface between dissimilar substrates, such as balcony ceilings, balcony exterior edges, exterior wall to soffit and ceiling conditions etc.
11. Provide positive slope 1:2 at top of trim bands, typical.
12. All attachment and penetration thru the exterior cladding system must be sealed against potential water intrusion.
13. Exterior walls to be painted prior to installation of downspouts. All downspouts to be 3"x5" factory finished aluminum.
14. All roof to wall intersections to have "L" flashing with vertical leg extending minimum 6" up the wall. All roof to wall eave terminations must have kick-out flashing.

COLOR SCHEDULE

| Paint Scheme A                                                                                        | Paint Scheme B             |
|-------------------------------------------------------------------------------------------------------|----------------------------|
| (1) Pure White<br>SW7005                                                                              | (1) Pure White<br>SW7005   |
| (2) Network Gray<br>SW7073                                                                            | (2) Network Gray<br>SW7073 |
| (3) Special Gray<br>SW6277                                                                            | (3) Refuge<br>SW6228       |
| (4) Underspace<br>SW6214                                                                              | (4) Underspace<br>SW6214   |
| (5) Cyberspace<br>SW7076                                                                              | (5) Cyberspace<br>SW7076   |
| (6) Country LedgeStone, Echo Ridge Cultured Stone<br>(Boral)                                          |                            |
| NOTE: All corbels, gutters, screen enclosure, metal roofs and fascias to be color: Cyberspace, SW7076 |                            |



Clermont, FL

Charles L. Charlan  
Architect, AIA 8219

**THE PALISADES**

The Palisades of Clermont, LLC  
1556 Lake Whitney Drive - Windermere, FL 34786.

**cba**  
charlan • brock  
associates

architects planners

1778 fennell street  
maitland florida 32751-7208  
407 660 8900 F: 407 875 9940  
www.cbaarchitects.com

Building Type I

Exterior Elevations

Front and  
Right Side

date: 12-01-16  
job no: 3859.16  
drawn by: RR  
reviewed by: CBA  
file: 3859A2.11  
issue history:

**A2.11**

PRELIMINARY - NOT FOR CONSTRUCTION

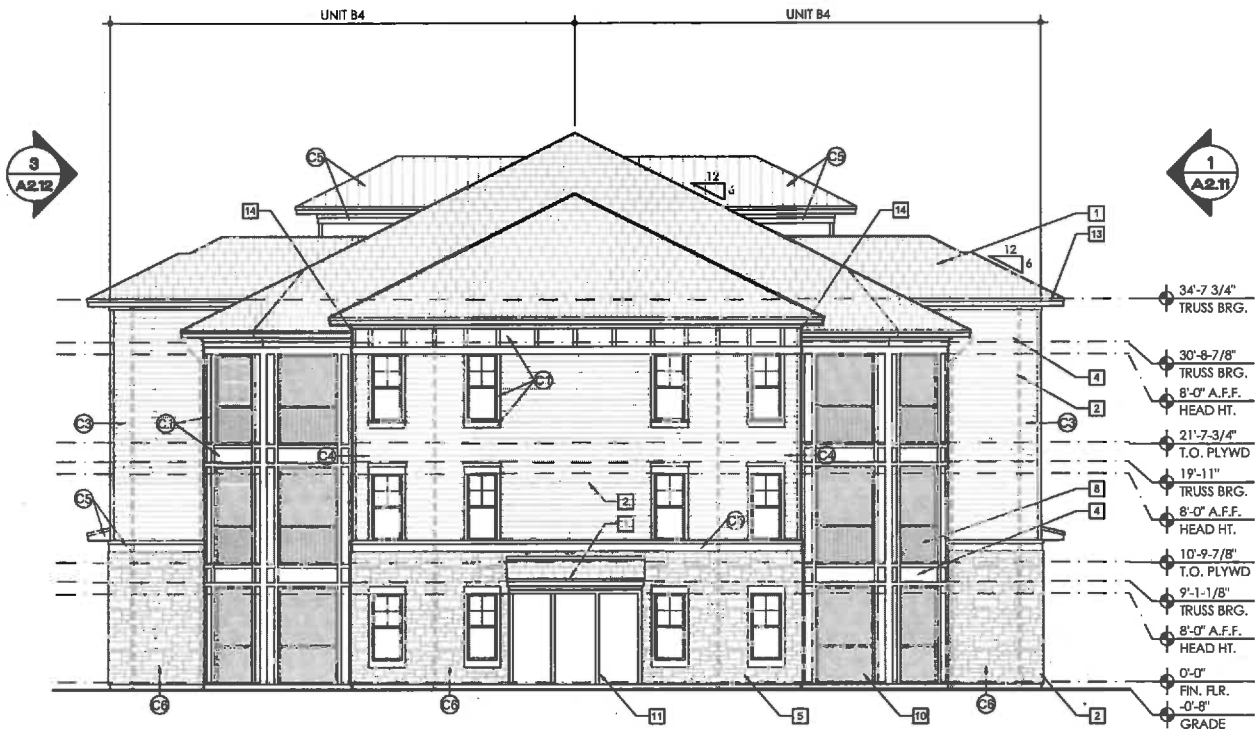
charlan, brock & associates, llc, hereby represents and warrants that the information contained herein is true and correct to the best of our knowledge and belief, and that the information is not for construction.

- ELEVATION KEY NOTES**
1. CONCRETE ROOF TILE ON SELF ADHERED 40 MIL WATERPROOFING MEMBRANE ON ROOF SHEATHING OVER PRE-ENGINEERED ROOF TRUSSES
  2. 4" Reveal fiber cement lap siding over building wrap, over exterior wall per manufacturer's recommendations
  3. 10" reveal fiber cement lap siding over building wrap, over exterior wall per manufacturer's recommendations
  4. Fiber cement panel vertical siding over rainscreen, over building wrap, over exterior wall per manufacturer's recommendations
  5. STONE VENEER OVER 2-COAT STUCCO ON METAL LATH, OVER LAYER OF 30# BUILDING PAPER OVER BUILDING WRAP. INSTALL PER STONE MANUFACTURER'S RECOMMENDATIONS.
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  7. Light fixture
  8. Aluminum railing
  9. Aluminum awning
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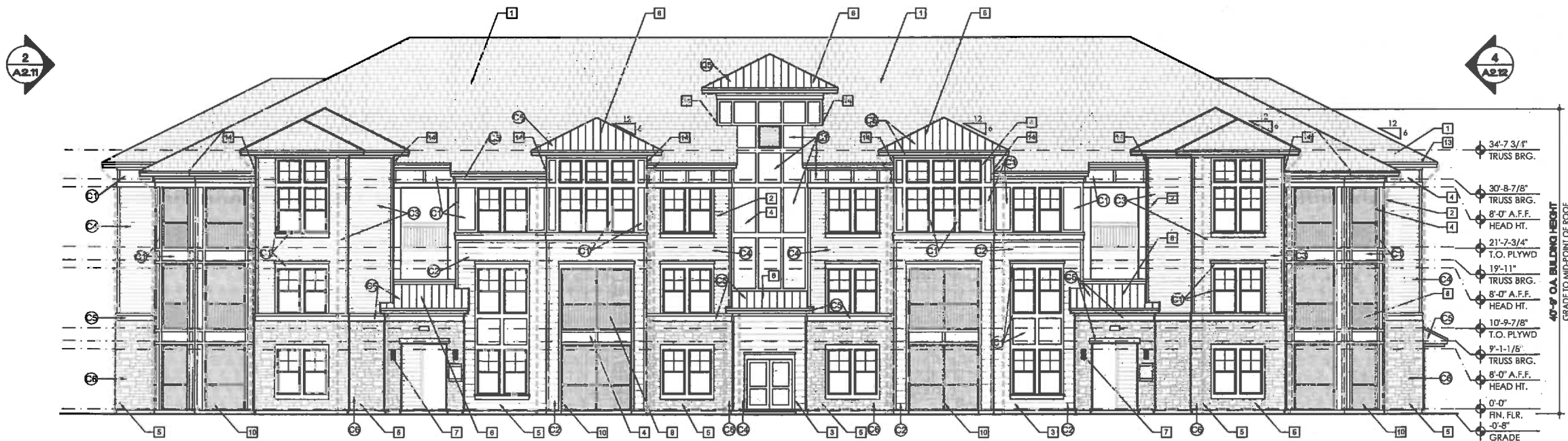
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|---------------------------------------------------------------|-----------------------------|
| Paint Scheme A                                                | Paint Scheme B              |
| (C1) Pure White<br>SW7005                                     | (C1) Pure White<br>SW7005   |
| (C2) Network Gray<br>SW7073                                   | (C2) Network Gray<br>SW7073 |
| (C3) Special Gray<br>SW6277                                   | (C3) Refuge<br>SW6228       |
| (C4) Underscas<br>SW6214                                      | (C4) Underscas<br>SW6214    |
| (C5) Cyberspace<br>SW7076                                     | (C5) Cyberspace<br>SW7076   |
| (C6) Country LedgeStone, Echo Ridge Cultured Stone<br>(Boral) |                             |

NOTE: All corbels, gutters, screen enclosure, metal roofs and fascias to be color: Cyberspace, SW7076



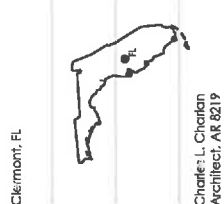
**4 Building Type I - Left Elevation**

SCALE 1/8"=1'-0"



**3 Building Type I - Rear Elevation**

SCALE 1/8"=1'-0"



The Palisades of Clemont, LLC  
1556 Lake Whitney Drive - Windermere FL 34786.



architects planners

1770 fennell street  
maitland florida 32751-7208  
407 660 8900 • 407 675 9948  
www.cbaarchitects.com

Building Type I

Exterior Elevations

Rear, and  
Left Side

date: 12-01-16  
job no: 3859.16  
drawn by: RR  
reviewed by: CSA  
file: 3859A2.12  
issue history:

A2.12

PRELIMINARY - NOT FOR CONSTRUCTION

Charlan Brock & cba associates, Inc. hereby reserves its common law copyright and other proprietary rights in these plans, specs, and designs. These plans, specs, designs, and drawings are not to be reproduced, changed or copied in any form or manner whatsoever, nor are they to be assigned to any third party, without first obtaining the express written permission from cbaa, Inc. All other dimensions shall have precedence over scale dimensions.



**CITY OF CLERMONT**  
**REZONING**  
**APPLICATION**

DATE: Nov 18, 2016

FEE: \$350.<sup>00</sup>

PROJECT NAME (if applicable): The Addison (FKA Palisades)

APPLICANT: B&S Engineering Consultants, llc Attention: Major Stacy, P.E.

CONTACT PERSON: Major Stacy, P.E.

Address: 2221 Lee Road Suite 17

City: Winter Park State: FL Zip: 32789

Phone: 407-960-5868 Fax: \_\_\_\_\_

E-Mail: mstacy@bandseng.com

OWNER: Dewitt Enterprises, Inc.

Address: 14463 W Colonial Dr

City: Winter Garden State: FL Zip: 34787

Phone: 407-656-1799 Fax: 407-656-0552

Address of Subject Property: North of Hook East of Oakley Seaver West of Citrus Twr

Legal Description (include copy of survey): \_\_\_\_\_

09-22-26-130501700000 & 09-22-26-1305031000000

Acreage: +/-19.17 Land Use: Commercial  
(City verification required)

Present Zoning: Commercial Proposed Zoning: PD  
(City verification required)



**CITY OF CLERMONT**  
**REZONING**  
**APPLICATION**  
Page 2

**Answers to the following questions are required to complete this application.**

What are you proposing to do that would require a rezoning?

Convert an existing borrow pit into a multi-family development at 12 DU/AC. The existing  
borrow pit will require substantial grading as well as variances as this is not in-situ soil.  
Variances requested include removing a minimum or maximum elevation change, up to 4:1  
grades throughout all previous areas, 13' maximum wall height with a 3' terrace between  
segments, gated community with a secondary emergency access and a single compactor for  
solid waste collection.

Major Stacy  
Applicant Name (print)

X [Signature]  
Applicant Name (signature)

DEWitt Enterprises Inc. X [Signature]  
Owner Name (print) Ann L Severns Secy Owner Name (signature)

City of Clermont  
Development Services Department  
685 W. Montrose St.  
P.O. Box 120219  
Clermont, FL 34712-0219  
(352) 394-4083 · Fax: (352) 394-3542

## **LEGAL NOTICE**

Notice is hereby given that the City Council of the City of Clermont will consider the enactment of following proposed ordinance. All interested parties will be given an opportunity to express their views on this matter.

### **ORDINANCE NO. 2017-04**

An ordinance under the Code of Ordinances of the City of Clermont, Lake County, Florida amending the official zoning map of the City of Clermont, referred to in Chapter 122 of Ordinance No. 289-C, Code of Ordinances; Rezoning the real properties described herein as shown below, providing for severability, an effective date and publication.

### **LOCATION**

Northwest corner of Hooks Street and Citrus Tower Blvd  
AK 3771657, 1114985, 1112192

### **LEGAL DESCRIPTION**

#### **PARCEL A**

Southeast 1/4 of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 22 South, Range 26 East, also described as Tract 32 of Section 29, Township 22 South, Range 26 East, according to the plat of Lake Highlands Company, filed January 10, 1914, and recorded in Plat Book 2, Page 25, Public Records of Lake County, Florida, less and except a strip of land 15 feet wide along the East and also along the South side thereof, reserved for one-half of roadway, as shown on said plat of Lake Highland Company. Also Less and Except the land described in the Statutory Warranty Deeds in favor of Lake County recorded in Official Records Book 2360, Page 706 and Page 714 and Official Records Book 2646, Page 47, Public Records of Lake County, Florida.

AND

#### **PARCEL B**

A portion of the Northeast one-quarter (NE 1/4) of Section 29, Township 22 South, Range 26 East, Lake County, Florida, being more particularly described as follows: Begin at a one-half inch iron rod (LS# 2142) monumenting the Southwest corner of Lot 51, Summit Subdivision, recorded in Plat Book 8, Page 7 of the Public Records of Lake County, Florida; thence North 86°18'10" East along the monumented South line of said Summit Subdivision, 640.06 feet; thence South 04°06'36" East along a line 15.00 feet West of and parallel with the East line of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 116.58 feet; thence South 87°08'43" West along the South line of the Northeast one-quarter (NE 1/4) of the Southeast one-quarter (SE 1/4) of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 643.56 feet; thence North 04°06'48" West along the West line of the Northeast one-quarter (NE 1/4) of the Southeast one-quarter (SE 1/4) of the Northeast one-quarter (NE 1/4) of said Section 29, a distance of 107.12 feet; thence North 86°18'10" East, 3.36 feet to the Point of Beginning.

Less and Except the land described in the Corrective Quit Claim Deed recorded in Official Records Book 2926, Page 2335, Public Records of Lake County, Florida.

#### **PARCEL C**

Tract 31, Section 29, Township 22 South, Range 26 East, Lake Highlands County, according to the map or plat thereof as recorded in Plat Book 2, Page 25, Public Records of Lake County, Florida.

Less and Except the land described in the Corrective Deed recorded June 23, 2008 in Official Records Book 3643, Page 2021, Public Records of Lake County, Florida.

Together with that certain non-exclusive storm water drainage easement by and between Sandhill Commons Property Owners' Association and Dewitt Enterprises, Inc. recorded June 29, 2012, in Book 4181, Page 423, Public Records of Lake County, Florida.

Containing 19.17 acres more or less, and being subject to any easements, rights-of-way or restrictions of record.

FROM C-2 General Commercial  
TO Planned Unit Development

This request will be considered by the Planning & Zoning Commission on Tuesday, January 3, 2017 at 6:30 p.m.

A public meeting to consider the request will be held before the City Council on Tuesday, January 17, 2017 at 6:30 p.m. for final enactment.

All meetings will be held at City Hall, located at 685 W. Montrose Street.

This ordinance is available for public inspection in the office of the City Clerk, 685 W. Montrose St., Monday through Friday between the hours of 8:00 A.M. and 5:00 P.M.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe, MMC  
City Clerk

Daily Commercial  
December 27, 2016 and January 3, 2017



## CITY OF CLERMONT

# AGENDA ITEM

Page 1 of 1

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|
| <b>Meeting Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                                |
| Tuesday, January 10, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                                |
| <b>Agenda Item Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                    |                                |
| Ordinance No. 2017-05 <i>Introduction</i><br><i>Jones Alley</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| <b>Requested Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                    |                                |
| Recommend introduction of Ordinance 2017-05.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                                |
| <b>Staff Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                                |
| <p>The applicant, Homes in Partnership, Inc., is requesting the vacation of a 10-foot-wide right-of-way known as Jones Alley. The alley was part of the Lincoln Park subdivision from January 1926, running north from Broome Street to Juniata Street. The length of the existing right-of-way is approximately 180 lineal feet. The northern portion of the alley has already been vacated. Jones Alley has not been improved and adjoining property owners have legal access through existing paved City streets. The applicant wishes to develop the property with two single family residences, and the alley would prohibit construction of one of the homes on the lots.</p> <p>Staff has reviewed the request and recommends approval of the vacation petition for Jones Alley.</p> |                                    |                                |
| <b>Additional Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| <b>Fiscal Impact Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Fund Number and Description</b> | <b>Available Budget Amount</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                                |
| <b>Exhibits Attached</b> (copies of original agreements)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                                |
| 1. Ordinance 2017-05                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | ROW ORD 2017-05.doc                |                                |
| 2. Map and Exhibit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Jones Map and Exhibit.pdf          |                                |
| 3. Site plan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Site plan.pdf                      |                                |
| 4. Application                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | ROW application.pdf                |                                |
| 5. Legal ad                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Jones Alley legal ad.docx          |                                |

*CITY OF CLERMONT*  
**ORDINANCE No. 2017-05**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, CLOSING AND PERMANENTLY ABANDONING THE 10-FOOT ALLEY KNOWN AS JONES ALLEY, LYING SOUTH OF JUNIATA STREET AND NORTH OF BROOME STREET AS RECORDED IN THE PLAT OF LINCOLN PARK PLAT BOOK 8 PAGE 61 PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, PROVIDING FOR SEVERABILITY, PUBLICATION, RECORDING, AND FOR AN EFFECTIVE DATE.**

**NOW THEREFORE, BE IT RESOLVED AND ENACTED** by the City Council of the City of Clermont, Lake County, Florida that:

**Section 1.**

That any and all portions, closing and permanently abandoning the 10-foot alley known as Jones Alley, lying south of Juniata Street and north of Broome Street as recorded in the plat of Lincoln Park Plat Book 8 Page 61, Public Records of Lake County, Florida.

**Section 2.**

The closing is done pursuant to the authority of the Charter of the City of Clermont, Lake County, Florida and the general laws of the State of Florida.

**Section 3.**

If any portion of this Ordinance is declared invalid, the invalidated portion shall be severed from the remainder of the Ordinance, and the remainder of the Ordinance shall continue in full force and effect as if enacted without the invalidated portion, except in cases where such continued validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Ordinance as a whole.

**Section 4.**

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

**Section 5.**

This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.





*CITY OF CLERMONT*  
**ORDINANCE No. 2017-05**

**PASSED AND ADOPTED** by the City Council of the City of Clermont, Lake County, Florida, this 17<sup>th</sup> day of January, 2017.

---

Gail L. Ash, Mayor

ATTEST:

---

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

---

Daniel F. Mantzaris, City Attorney

## LINCOLN PARK

LOT 2, BLOCK S - Sec 19-T22S-R26E

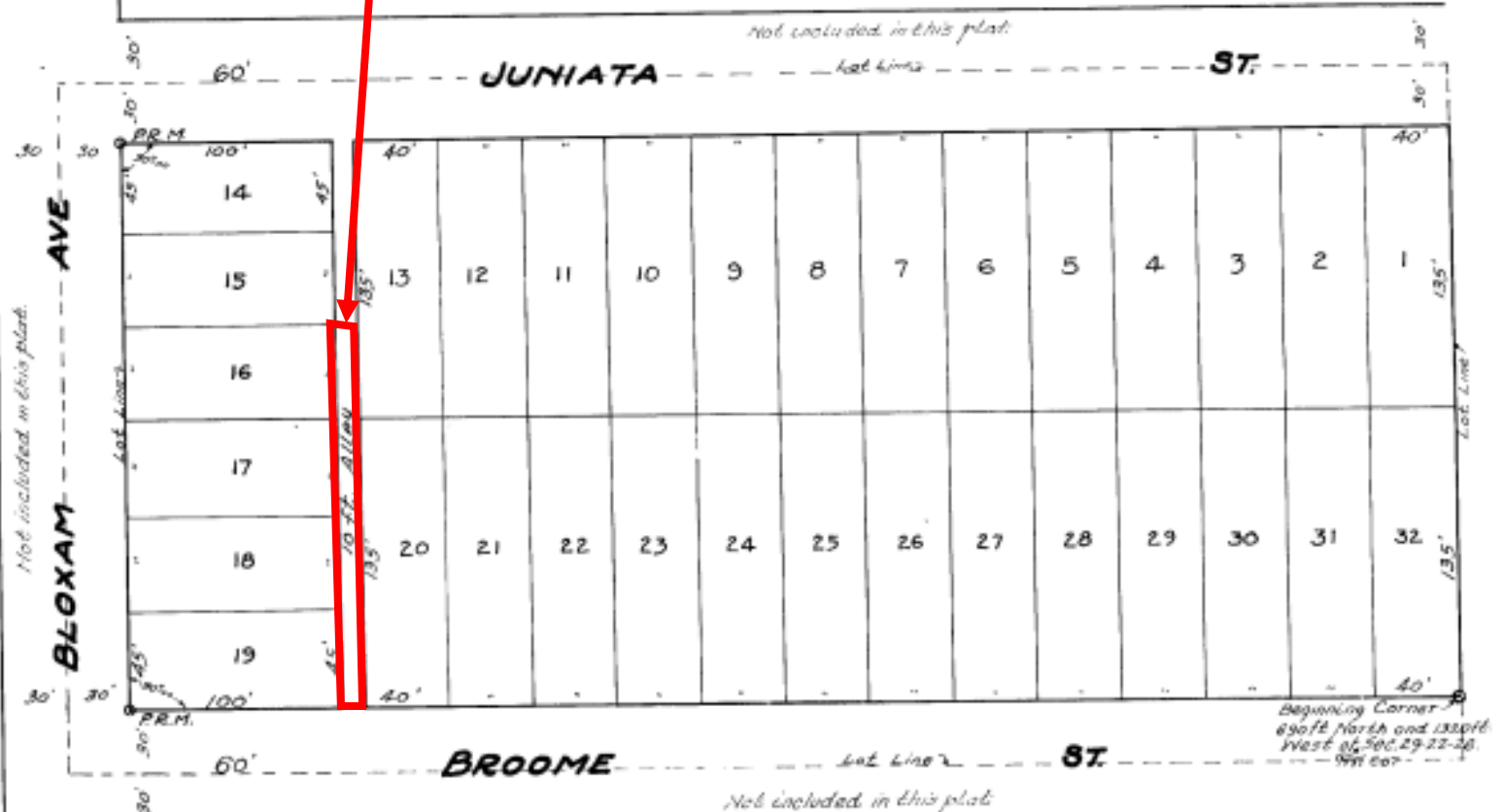
**CLERMONT**

LAKE COUNTY FLORIDA

Scale 1 in = 50 ft.

January - 1926.

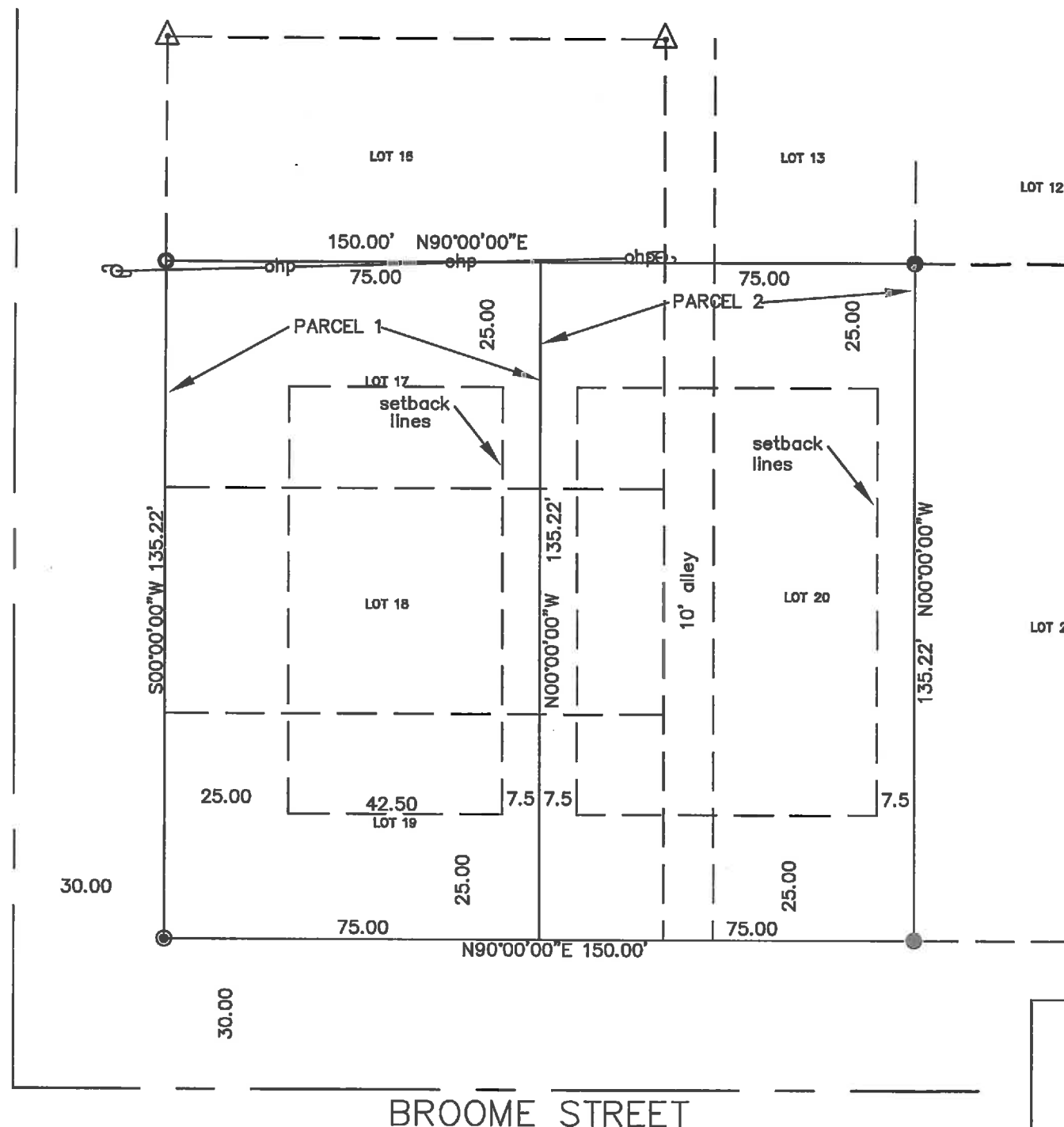
## Area to be vacated



# Jones Alley Vacation Request



BLOXAM AVENUE



NEW PARCEL 1 DESCRIPTION  
THE WEST 75 FEET OF LOTS 17, 18 AND 19, LINCOLN PARK, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 8, PAGE 61, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

NEW PARCEL 2 DESCRIPTION  
ALL OF LOT 20, THE EAST 25 FEET OF LOTS 17, 18 AND 19, THAT PART OF THE 10 FOOT ALLEY LYING BETWEEN SAID LOTS, LINCOLN PARK, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 8, PAGE 61, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

TOTAL DESCRIPTION  
LOTS 17, 18, 19 AND 20, LINCOLN PARK, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 8, PAGE 61, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

NOTES

1. BEARINGS BASED ON THE ASSUMED BEARINGS OF N. 00°00'00"W. ALONG THE EAST RIGHT OF WAY LINE OF BLOXAM AVENUE.
2. APPARENT ABOVEGROUND ENCROACHMENTS, IF ANY, AS SHOWN.
3. UNDERGROUND ENCROACHMENTS AND/OR IMPROVEMENTS, IF ANY, NOT LOCATED.
4. THIS SURVEY IS SUBJECT TO ANY FACTS THAT MIGHT BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
5. PROPERTY SHOWN HEREON LIES IN FLOOD ZONE "X".
6. ADDITIONS OR DELETIONS TO THE SURVEY SHOWN HEREON BY OTHERS THAN THE SIGNING PARTY IS PROHIBITED WITHOUT WRITTEN CONSENT FROM SAID SIGNING PARTY.
7. THERE HAS BEEN NO ATTEMPT TO LOCATED ENDANGERED, PROTECTED OR THREATENED PLANT OR ANIMAL SPECIES ON SUBJECT PROPERTY.

GRAPHIC SCALE



( IN FEET )  
1 inch = 30 ft.

- = Found #4 rebar unmarked
- ⊙ = Found 2" iron pipe in concrete unmarked
- △ = Found axle unmarked
- ⊕ = Power pole
- = Set #4 rebar marked LB 6528 after lot split
- ohp--- = overhead power lines

Blackburn Surveying, Inc.  
L.B. # 6528  
642 W. Highway 50  
P.O. Box 121022  
Clermont, Florida 34712  
(352) 394-4417  
Fax (352) 394-7058

BOUNDARY SURVEY FOR:  
HOMES IN PARTNERSHIP

|                     |                     |                  |
|---------------------|---------------------|------------------|
| SCALE:<br>1" = 20   | APPROVED BY:<br>PMK | DRAWN BY:<br>PMK |
| DATE:<br>11/11/2016 | FB/PAGE:<br>373/58  |                  |

LINCOLN PARK  
LAKE COUNTY, FLORIDA

PAGE NO. 1 of 1 DRAWING NO. lincolnpark17-20

PATRICK M. KELLEY, P.L.S. FLORIDA SURVEYOR'S CERTIFICATE NO. 4423  
NOT VALID WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF A FLORIDA LICENSED SURVEYOR & MAPPER.  
THE SURVEY DEPICTED HERE IS NOT COVERED BY PROFESSIONAL LIABILITY INSURANCE.





**CITY OF CLERMONT**  
**STREET RIGHT-OF-WAY / EASEMENT CLOSING**  
**PETITION**

DATE: 12/6/16 FEE: \$25.00  
PETITIONER'S NAME: Homes In Partnership, Inc.

Address: 235 E. 5th St

City: Apopka State: FL Zip: 32703

Phone: 407-886-2451 Fax: 407-886-5304

Legal Description of Petitioner's property abutting Street ROW/easement to be closed  
(Attach survey if available): See Attached Survey

If named - name of street to be closed: Jones Alley

Plot plan & legal description of Street ROW/Easement portion to be closed (From-To):  
See Attached

Purpose or reason for closing: Row cuts through middle of lot making the lot unbuildable

Attach a map and list of: Names and addresses of all property owners abutting the portion of the street requested to be closed and abandoned. ☒ yes ☐ no

This petition is in accordance with the Clermont Land Development Code, Chapter 54, Division 2. Closing. Any person requesting a Street right-of-way or Easement Closing shall file a complete application submitted to the Development Services Director in the Development Services Department, at least 30 days prior to the final hearing date of the City Council. A Street right-of-way or Easement Closing requires two readings of an ordinance by the City Council. The City Council meetings are held on the second and fourth Tuesdays of every month.

All applications must be complete, including applicable site plans and or pertinent descriptive materials in order to be processed. A plot plan (schematic drawing of the property involved) showing the location of that portion of the street requested to be closed and permanently abandoned, and including a survey of the property and street involved if deemed necessary by the city council or the city attorney.

Toby Best  
Petitioner Name (print)

X Toby Best  
Petitioner Name (signature)

## **LEGAL NOTICE**

The City Council of the City of Clermont will consider the enactment of the following proposed Ordinance at the regularly scheduled meeting to be held Tuesday, January 17, 2017 at 6:30 P.M. at City Hall located at 685 West Montrose Street. All interested parties will be given an opportunity to express their views on this matter.

### **ORDINANCE NO. 2017-05**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, CLOSING AND PERMANENTLY ABANDONING THE 10 FOOT ALLEY, KNOWN AS JONES ALLEY, LYING SOUTH OF JUNIATA STREET AND NORTH OF BROOME STREET AS RECORDED IN THE PLAT OF LINCOLN PARK PLAT BOOK 8 PAGE 61 PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; REPEALING ALL ORDINANCES IN CONFLICT HERewith, PROVIDING FOR SEVERABILITY, PUBLICATION, RECORDING, AND FOR AN EFFECTIVE DATE.

This ordinance is available for public inspection in the Development Services Department, 685 W. Montrose Street, Clermont, Florida, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe, MMC  
City Clerk

Daily Commercial  
January 3, 2017