



LAKE MARY PLANNING AND ZONING BOARD

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
AGENDA

TUESDAY, JUNE 24, 2025 6:00 PM

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Roll Call - Determination of Quorum
5. Approval of Planning and Zoning Board Minutes
 - A. Draft Planning and Zoning Board Minutes - May 13, 2025
6. **Citizen Participation:** This is an opportunity for anyone to come forward and address the Commission on any matter relating to the City or of concern to our citizens. This also includes: 1) any item discussed at a previous work session; 2) any item not specifically listed on a previous agenda but discussed at a previous Commission meeting or 3) any item on tonight's agenda not labeled as a public hearing. Items requiring a public hearing are generally so noted on the agenda and public input will be taken when the item is considered.
7. **P&Z Public Participation Process:** City staff and the applicant, or the agent for the applicant, will make their presentations first, followed by questions from the Planning and Zoning Board members. After the presentations from staff and the applicant, the Chairman will open the public hearing portion of the meeting to allow interested parties to speak for or against the item being considered. The public is instructed to keep their presentation factual, not be redundant, and to direct all comments to the Board, not to the applicant or to staff. From time to time, it may become necessary for the Chairman to limit the time that speakers may have. If a time limit is to be imposed, it will be announced at the time that the Public Hearing is opened. If a speaker wishes to be heard for the record but does not have any new information regarding the item being considered, the speaker shall give his/her name and address for the record and state

that they agree with the presentation made by a previous speaker, giving the specific name of the person. When the Chairman believes that no additional information is forthcoming, the Chairman shall close the public hearing portion of the meeting.

8. Old Business
9. New Business
 - A. 2021-PSP-04 and 2021-FSP-05, A recommendation to the Mayor and City Commission regarding a request for a Preliminary Subdivision Plan and a request for Final Subdivision Plan approval for Sandhill Estates, a proposed 7-lot single-family residential subdivision, located on the east side of N. Country Club Rd. and north of Linda Ln. Applicant: Mr. Zachary Huebner, Eagle Homes Construction, LLC. (Quasi-Judicial – Public Hearing) (Sabreena Colbert, Project Manager)
10. Community Development Director's Report
11. Other Business
12. Reports of Other Members
13. Adjournment

THE ORDER OF ITEMS ON THIS AGENDA IS SUBJECT TO CHANGE

NOTE: If a person decides to appeal a decision made with respect to any matter considered at the above meeting or hearing, he or she may need a verbatim record of the proceedings including the testimony and evidence, which record is not provided by the City of Lake Mary.

PERSONS WITH DISABILITIES NEEDING ASSISTANCE IN ORDER TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY ADA COORDINATOR AT LEAST 48 HOURS IN ADVANCE OF THE MEETING AT (407) 585-1424.



LAKE MARY PLANNING AND ZONING BOARD

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
MINUTES

TUESDAY, JUNE 24, 2025, 6:00 PM

NO VIDEO RECORDING WAS MADE FOR THIS MEETING

1. Call to Order

The meeting was called to order by Chairman Hawkins at 5:55 PM.

2. Moment of Silence

3. Pledge of Allegiance

4. Roll Call – Determination of Quorum

Robert Hawkins, Chairman

Benjamin Vogt, Vice Chairman

Brittany Walker, Member

Nick Carlin, Member

Sabreena Colbert, Community Development Director

Sydney Boswell, Planner

Patrick Martin, Community Development Administrative Coordinator

Aeriel McCann, Assistant City Attorney

5. Approval of Planning and Zoning Board Minutes

A. Draft Planning & Zoning Board Minutes – May 13, 2025

Vice Chairman Vogt made a motion to approve the Draft Planning and Zoning Board Meeting Minutes of May 13, 2025. Member Walker seconded the motion, and the motion carried unanimously, 4 to 0.

- 6. Citizen Participation: This is an opportunity for anyone to come forward and address the Board on any matter relating to the City or of concern to our citizens. This also includes: 1) any item discussed at a previous work session; 2) any item not specifically listed on a previous agenda but discussed at a previous Commission meeting or 3) any item on tonight's agenda not labeled as a public hearing. Items requiring a public hearing are generally so noted on the agenda and public input will be taken when the item is considered.**

No one came forward and the citizen participation section was closed.

- 7. P&Z Public Participation Process: City staff and the applicant, or the agent for the applicant, will make their presentations first, followed by questions from the Planning and Zoning Board members. After the presentations from staff and the applicant, the Chairman will open the public hearing portion of the meeting to allow interested parties to speak for or against the item being considered. The public is instructed to keep their presentation factual, not be redundant, and to direct all comments to the Board, not to the applicant or to staff. From time to time, it may become necessary for the Chairman to limit the time that speakers may have. If a time limit is to be imposed, it will be announced at the time that the Public Hearing is opened. If a speaker wishes to be heard for the record but does not have any new information regarding the item being considered, the speaker shall give his/her name and address for the record and state that they agree with the presentation made by a previous speaker, giving the specific name of the person. When the Chairman believes that no additional information is forthcoming, the Chairman shall close the public hearing portion of the meeting.**

8. Old Business

There was no old business.

9. New Business

- A. 2021-PSP-04 and 2021-FSP-05, A recommendation to the Mayor and City Commission regarding a request for a Preliminary Subdivision Plan and a request for Final Subdivision Plan approval for Sandhill Estates, a proposed 7-lot single-family residential subdivision, located on the east side of N. Country Club Rd. and north of Linda Ln. Applicant: Mr. Zachary Huebner, Eagle Homes Construction, LLC. (Quasi-Judicial – Public Hearing) (Sabreena Colbert, Project Manager)**

The applicant is requesting preliminary and final subdivision plan approvals for a proposed 7-lot single-family residential subdivision located on the east side of N. Country Club Rd., north of Linda Ln., and just south of the City's jurisdictional limits. The preliminary and final subdivision plans will be presented simultaneously; however, the board's action will need to be by separate vote.

The 7-acre property is, again, located on the east side of N. Country Club Rd. In 2022, the Mayor and City Commission adopted Ordinances annexing a 1.5-acre portion of the east portion of the property, assigning the city's R-1AA (Single Family Dwelling) zoning and LDR (Low Density Residential) future land use designation.

The LDR future land use allows up to 2.5 dwelling units per acre, or 13 lots based on 5.5 acres of upland area. The proposed subdivision is below the density threshold at 1.27 dwelling units per acre. The proposed lots meet or exceed the minimum standards for the R-1AA zoning which requires a minimum 14,000 sq. ft. of lot area, 1,300 sq. ft. of living area, and 95 ft. property width at building line. As well as 25 ft. front, 20 ft. combined side (with a minimum of 8 ft. on one side), and 30 ft. rear setbacks. Also, a minimum of 35% open space is required. All of these items are being met.

The proposed lot 7 has an existing single-family residence built in 1970 that will remain and be a part of the proposed Sandhill Estates subdivision.

The typical architectural elevations were provided showing varying roof lines, stucco and faux stone finishes, tile or architectural shingles, and decorative shutters. A photometric plan was provided showing the locations of the proposed streetlights, but single-family residential developments are exempt from the City's site-lighting standards.

Access will be provided by a new cross-access drive off of N. Country Club Rd. Each lot will have driveway curb cuts onto the cross-access drive along with a connection to the existing home on proposed Lot 7. Access to the land-locked parcel not included in the subdivision is also being granted as noted on the subdivision plan. These easements will be memorialized on the final plat and recorded into public record during the final plat process.

A southbound left turn lane will be added as part of the project in accordance with the county's standards as they are the permitting agency for N. Country Club Rd. The proposed subdivision is expected to generate 67 daily trips with 7 trips in the AM and PM peak hours. A traffic study was not required, and the projected trips fall below the thresholds of 50 peak hour and 350 average daily trips.

Each unit will provide parking for 4 vehicles with two spaces in the garage and two spaces in each driveway. A 5 ft. pedestrian sidewalk will be installed along the frontage of Lots 1 through 6 connecting to the existing sidewalk along N. Country Club Rd.

An environmental assessment was conducted for the subject property identifying 10 potentially occupied and 2 abandoned gopher tortoise burrows. The applicant is required to go through the appropriate Florida Fish and Wildlife Conservation Commission permitting prior to any species relocation and/or site work.

A School Capacity Availability Letter of Determination (SCALD) completed by Seminole County Public Schools shall be completed to reserve student capacity. Given the duration of the review for the proposed Preliminary and Final Subdivision Plans, a condition of approval has been added requiring the applicant to submit an updated SCALD prior to the City Commission's consideration of the Preliminary Subdivision Plan on July 17, 2025.

A backflow and 6" master meter for fire and domestic flows are provided at the point of connection to the City's 6" waterline along N. Country Club Rd. The applicant proposes to run potable water from the City's waterline through the development to service the individual dwellings. There is no sewer available in this area, so each lot will require a septic system, and the utilities will be privately maintained. Trash and recycling will be collected curbside by Waste Pro.

Two dry retention stormwater facilities are proposed within the subdivision. These ponds are designed to handle a 25-year – 24-hour storm event, meeting or exceeding all relevant stormwater level of service standards. The property is within an open basin that eventually drains to Crystal Lake.

Each lot requires 2 canopy trees for the first 6,000 sq. ft. plus 1 additional canopy tree for each 4,000 sq. ft. above that. Generally, the lots will require 4 canopy trees. There are a couple of lots that are slightly larger, and of course the existing lot 7 is significantly larger. One historic tree will be removed with the subdivision improvements, and the applicant will be responsible for paying the mitigation fee at the time of site construction permit. The tree is a 22-inch pine that is within the stormwater tract along N. Country Club Rd. Removal of trees for each lot will occur at the time of building permitting in accordance with Chapter 157. This way staff will have the exact building footprint and location of the garage in order to work with the applicant to have the least impact on the existing tree canopy. An irrigation system will be designed and installed to provide coverage for the proposed plant material of the common areas and each lot.

Staff finds that the request for Preliminary and Final Subdivision Plan for Sandhill Estates, a proposed 7-lot single-family residential subdivision, located on the east side of N. Country Club Rd., north of Linda Ln. is consistent with the relevant criteria of the City's Preliminary and Final Subdivision Plan regulations, the City's Code of Ordinances and Comprehensive Plan and recommends approval with two conditions.

The first condition is the requirement to submit the SCALD letter prior to the City Commission's consideration of the Preliminary Subdivision Plan on July 17, 2025.

The second condition is the Final Subdivision Plan shall only become effective after the Mayor and City Commission consider and approve the Preliminary Subdivision Plan.

The Preliminary Subdivision Plan will be considered by the Mayor and City Commission on July 17, 2025. Once approved, the next steps are the site construction permit and final plat.

Chairman Hawkins asked if the owner of the excluded property chose not to be included. Ms. Colbert responded the property was not included.

Tom Skelton, American Civil Engineering Company, 207 N. Moss Rd. Ste. 211, Winter Springs, FL, came forward to speak on behalf of the applicant. He stated that he appreciated staff's thorough review, and that the applicant agrees with the conditions as discussed.

Item A was then open for a Public Hearing.

Michael West, 218 S. Crystal Dr., Sanford, FL, came forward to speak on the item. [Mr. West presented documents that were added to the project file for reference] Mr. West stated that he is very familiar with the properties along the Crystal chain of lakes. He stated the road drains along N. Country Club Rd. collect water from the road which flows directly into the surrounding lakes. He continued that the lake on the corner of Lakeview Dr. and N. Country Club Rd, about a block from the proposed development, takes on all the water from the roadway. He stated the proposed development will add an additional turn lane on N. Country Club Rd. for the southbound traffic which will create more road runoff that will go directly into the lake.

Mr. West stated that if the proposed subdivision were allowed as well as continued high-density development that it will set a precedent for future development of the properties to the south. He stated his provided map is from the east Crystal Chain of Lakes study done by Seminole County in 2015. He noted that it shows a pipe that runs from Country Club Oaks with an unpermitted pump that pumps polluted water into the lakes. He stated that the road runoff and the illegal pumping from Country Club Oaks produces high volumes of oil and pollutants that kill the fish in the connected lakes. He continued the lakes in the area are the dumping ground for all of the developments along N. Country Club Rd. He then reiterated his concern about setting a precedent for future development to the south of the subject property. He stated that the homeowners along the east Crystal Chain of Lakes pay yearly to have the lakes cleaned, and he is concerned about additional pollution from this development.

Chairman Hawkins asked Mr. West where the pump was located. Mr. West explained the location again referencing his provided map. Chairman Hawkins asked who controls the pump in question. Mr. West stated that the pump was put in on an emergency basis when the development of Country Club Oaks was done in the 1980's, and it was never permitted further. He stated in Country Club Oaks, a neighborhood of about 50 homes, is built around a pond and all the water pours into that pond. When it rains and the pond gets too high, the water gets too high the pump comes on and it pumps the water into the east Crystal Chain of Lakes. He

reiterated that the homeowners on these lakes pay Seminole County to have those lakes cleaned and maintained.

Chairman Hawkins stated that he would guess that the drain line was put in as a pop-off. Mr. West responded that the pump in the neighborhood only runs when the pond in the neighborhood gets too full.

Chairman Hawkins stated that the drain line was put there as a pop-off regardless of the pump, so when the retention pond gets full enough it's going to drain down that line. Mr. West responded that due to the elevation of the pond it will not drain without the pump. Chairman Hawkins asked why the drain line was put in. Mr. West responded that it was put in as an emergency basis because the neighborhood would flood.

Chairman Hawkins stated that he was right because when the water gets high enough then it will pop-off into the lake. Mr. West responded that the water will not flow to the lake without being pumped. The entire neighborhood sits below the level of the road, and there is a Department of Environmental Protection regulation that states you cannot pump dirty water downstream. He continued that his bigger concern is that they are going to widen Country Club Rd., which will add more impervious surface.

Chairman Hawkins stated that we are only talking about 100 ft. by 10 ft. of impervious surface. He stated that is an insignificant amount of pavement, and with or without the additional pavement there the water is still flowing the same direction.

Mr. West stated that other developments in Lake Mary are required to build retention ponds to reduce the runoff of developments into surrounding lakes. He stated that the Board is also setting a precedent.

Chairman Hawkins responded that it is irrelevant, and a precedent is not being set. The City Commission approved the rezoning of this property to R-1AA to allow homes to be built there. That is where the fight should have been, and also your fight should be with whomever controls and maintains that pump.

Member Carlin stated that he appreciates the input and that he loves clean lakes as we all do, but that this fight is with a different party. He appreciates that they clean the lakes but finding out who manages the pump and coming up with a solution around that pump and where the water is going. Not with a new subdivision that's following all of the guidelines from what we see.

Mr. West asked if it was the Board's finding that there would be no additional water flowing into the drains from the added turn lane. Chairman Hawkins responded that whether it is dirt or pavement there the water will still be running into those drains. There isn't a four-lane highway being built it is two to three hundred square feet of pavement.

Ms. Colbert added that this segment of N. Country Club Rd. is a county right-of-way, so the permitting, the standards, and the requirements for the turn lane are based on Seminole County standards and based on their review of the project. They will be issuing a permit that the applicant will be required to finalize through them.

Chairman Hawkins asked if all the water in the proposed subdivision when it rains will be kept within the retention ponds in the subdivision. Ms. Colbert answered affirmatively. She also added that a large portion of the property is an existing single-family home.

Joseph W. Vaughan III, 559 N. Country Club Rd., Lake Mary, FL, came forward to speak on the item. He stated that he owns the property that is surrounded by the proposed development. He stated that his home's driveway sits about where the proposed turn lane is to be placed. He asked if he will still be able to exit his driveway in both directions as he does now, or would there be some sort of dividers in the road. Chairman Hawkins stated it will be the same as you do now.

Dr. Vaughan asked about the proposed retention ponds. He stated that there is a 25 ft. deeded easement on the property for ingress and egress, and it looks like that is where the retention pond is to be placed.

Ms. Colbert responded that the easement is currently on the applicant's property that provides access to the landlocked property, and that easement will be shifted to the proposed access road to continue to provide access to the property. This is noted on the subdivision plan, and it will be legally memorialized through the plat process.

Michael Vaughan, 563 N. Country Club Rd., Lake Mary, FL, came forward to speak on the item. He stated that he lives in the home on the property that is within the proposed developments property. He added that his concerns are access to his property, especially during construction, as well as how his utilities will be changed because he believes his water line comes through the property where the retention ponds are proposed. He stated that he wanted to express his concerns as something that is directly affected by the project. He continued that the current easement goes all the way to the lake, and he currently uses it to get things to the lake like a car. He asked how he would be able to get something to the waterfront.

Chairman Hawkins asked if Mr. Vaughan has a driveway. Mr. Vaughan responded there is no driveway and never has been. Chairman Hawkins asked Mr. Vaughan if he is currently using someone else's property to get to his house. Mr. Vaughan responded yes, and that property has been that way for going on 42 years.

Chairman Hawkins then asked Mr. Vaughan when they develop this property, if you don't have a driveway, how are you going to get to your house. He responded that he will probably have to park at his father's property and walk across. Chairman Hawkins asked Ms. Colbert if Mr. Vaughan's property is landlocked. Ms. Colbert responded that it is landlocked by property that is not owned under common ownership. His property is surrounded by the subject property of this subdivision.

Chairman Hawkins stated you will still be able to get to your property then through the subdivision. Mr. Vaughan asked how will I get to the lakefront with a vehicle. It's still a reduction in my ability to use it. Chairman Hawkins responded down through the new road that's going to come through there. Mr. Vaughan answered yes, if he is able to get around that house. He stated currently the easement is 25 ft. and it goes all the way into the water. Chairman Hawkins stated we will find out for you, if this is approved, through the process.

Chairman Hawkins asked the applicant how Mr. Vaughan would access his property if this item was approved. Mr. Skelton responded that Ms. Colbert has already said that the cross-access drive will give him access. It is part of the dedication that we have to dedicate cross-access and utilities through the tract to that property.

Chairman Hawkins stated my question is while you are constructing this site before the infrastructure. Mr. Skelton responded we will make sure that during construction that there is access and no utilities are disturbed. We have to install a new water main going all the way back. He stated the builder will ensure he has access.

Member Carlin asked if after construction Mr. Vaughan needs to have a cross-access agreement for his landlocked property. Ms. Colbert responded that it will be part of the plat with easements recorded giving access across the applicant's property to Mr. Vaughan's landlocked property. It will provide him exactly what he has just in a different manner. It is noted on the subdivision plan to memorialize it if approved, but it will be part of the final plat review which is DRC staff, City Attorney, and City Surveyor.

Vice Chairman Vogt asked if it would be worthwhile to add a condition of approval emphasizing access and utilities will be maintained to the landlocked property both during construction and afterward. Ms. Colbert responded that if the Board wishes to add that condition, I find it to be acceptable as does Ms. McCann. Although it is on the plan, given the discussions tonight I feel it would be appropriate. Mr. Skelton responded he was alright with that. He also added in regard to the turn lane, that they did not want the turn lane. Seminole County said they had to add the turn lane, and he is sure Seminole County will make them deal with any additional drainage that they will have to attenuate.

No one else came forward, and the public hearing was closed.

Vice Chairman Vogt made a motion to recommend approval to the Mayor and City Commission for 2021-PSP-04, a request for a Preliminary Subdivision for Sandhill Estates, a proposed 7-lot single-family residential subdivision, located on the east side of N. Country Club Rd. and north of Linda Ln. Applicant: Mr. Zachary Huebner, Eagle Homes Construction, LLC. Member Carlin seconded the motion, and the motion carried 4 to 0.

Vice Chairman Vogt then made a motion to approve 2024-FSP-01, a request for Final Subdivision Plan approval for Sandhill Estates, a proposed 7-lot single-family residential

subdivision, located on the east side of N. Country Club Rd. and north of Linda Ln. Applicant: Mr. Zachary Huebner, Eagle Homes Construction, LLC. Member Walker seconded the motion, and the motion carried 4 to 0 with the following conditions of approval:

1. Applicant is required to submit the School Capacity Availability Letter of Determination (SCALD) letter prior to the City Commission's consideration of the Preliminary Subdivision Plan on July 17, 2025.
2. The Final Subdivision Plan shall only become effective after the Mayor and City Commission consider and approve the Preliminary Subdivision Plan.
3. Applicant will maintain access and utilities to the landlocked property, located at 563 N. Country Club Rd., during and after construction of the development.

10. Community Development Director's Report

Sabreena Colbert, Community Development Director, started her report by introducing the new Planner, Sydney Boswell, to the board. The Board welcomed Ms. Boswell, and that concluded Ms. Colbert's report.

11. Other Business

Chairman Hawkins stepped forward to present an item of concern. He stated that we all know that road construction is being done on Country Club Rd. and W. Lake Mary Blvd. One of the main reasons for the construction was to help prevent flooding in the area. He continued that he drives by the area three to four times a day, and what bothers him right now is that so far there is no drain for the portion of the road that floods [referenced presented photos]. Chairman Hawkins stated that he brings this forward as an item to request that someone from the City contact the County to get information on why there is no drain in the flood area because the impetus for the whole project is to help with flooding in this area of Country Club Rd.

Mr. Colbert responded that she would take the lead and get the information requested.

Chairman Hawkins then added that he has been in Lake Mary for a very long time. He stated that after Lake Mary Blvd. was widened there were two existing sinkholes in front of City Hall that became little ponds. Later they put a lining in the bottom of the ponds so that they would never dry up, so that we can have the beautiful fountains that we do now. He continued that what most don't know because they haven't been here as long is that back when the ponds were full of runoff from the road there is a drain from the ponds to Big Lake Mary and a pump that goes with it. He stated that he can understand Mr. West's frustration with pumping water into his lake. He added that he was livid when he found out those ponds were being drained into Big Lake Mary, which is the lake he lives on. He stated he is angered by these 25-year 24-hour storm event retention ponds because they are completely useless when we have 11 to 13 inches of rain, so I can empathize with Mr. West.

Member Carlin stated he empathizes as well because Big Lake Mary empties into his lake.

Vice Chairman Vogt added that we can't deny a new opportunity because of an existing one, if all of the rules are being followed and regulations are being met.

Chairman Hawkins then asked if the City Commission had been advised to appoint a new member to the Board following Member Peet's resignation.

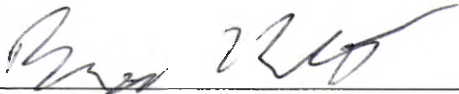
Ms. Colbert responded that they have been notified to begin that process.

12. Reports of Other Members

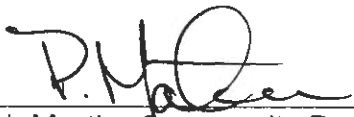
There were no other reports.

13. Adjournment

There being no further business, the meeting was adjourned at 6:52 PM.



Benjamin Vogt, Vice Chairman



Patrick Martin, Community Development Administrative Coordinator

All lakefront Owners on the East Crystal chain of lakes are aware of one of the most pressing issues going on with our chain of lakes:

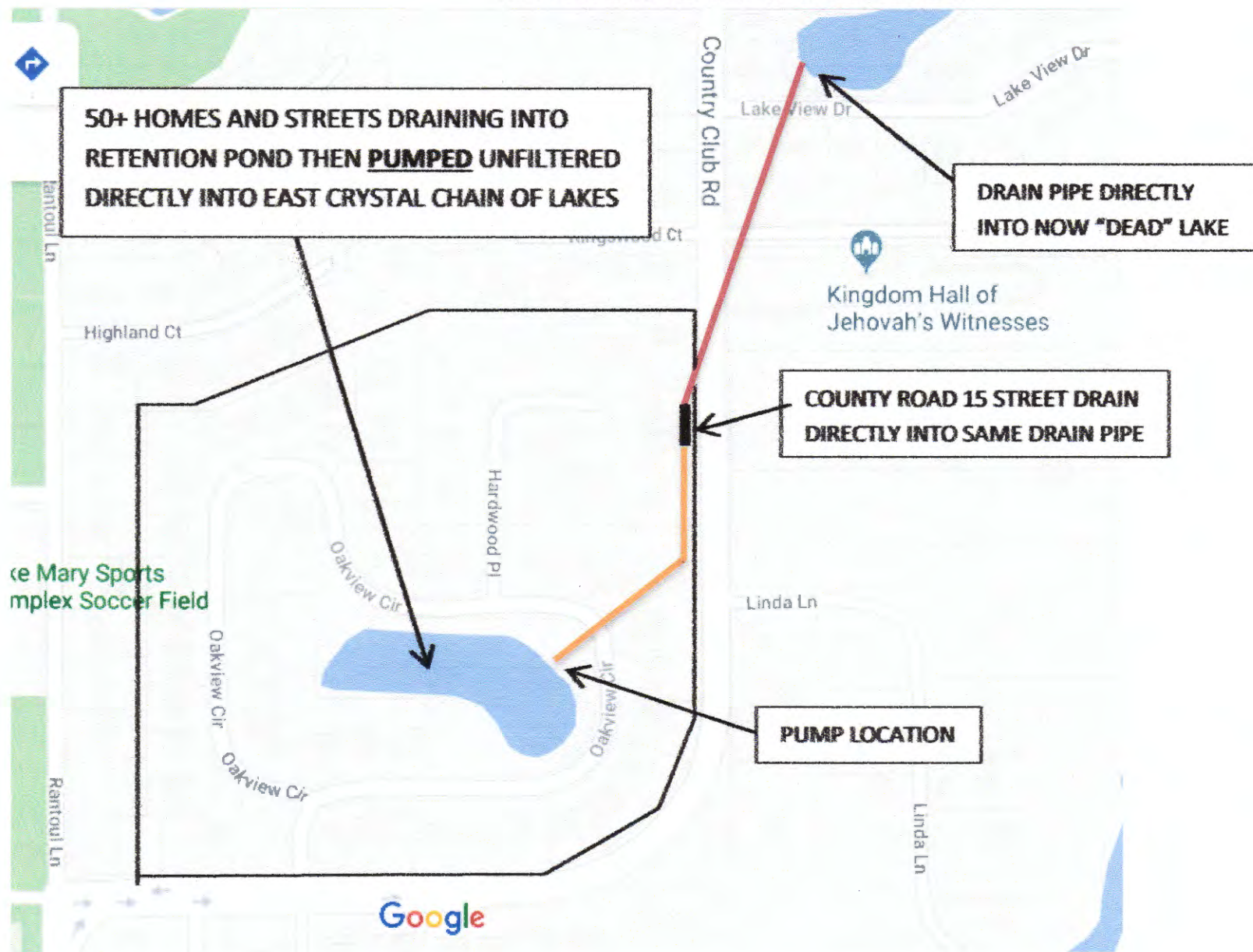
Michael West
Provided
documents

- 1) Pollution entering the chain from outside sources not from the Loch Arbor neighborhood.

POLLUTION

Although there are many sources of pollution entering our lakes, it is imperative the largest sources should be addressed first. You can clean your swimming pool but if you keep flushing the toilet into it you are fighting a losing battle. The East Crystal chain of lakes has long been a dumping ground for road drainage and storm water from sources that are from outside of our Lock Arbor neighborhood.

#1 SOURCE OF POLLUTION



CR15 road drains which go directly into the East Crystal chain of lakes unfiltered and it doesn't take a rocket scientist as to why the fish are dying and there is oil floating on the surface of our lakes



DRAIN PIPE AS NOTED ON PAGE 42 OF EAST CRYSTAL LAKE STUDY OCTOBER 16, 2014



Major pollution from outside sources such as CR15 street drainage and other neighborhoods not within our chain of lakes pumping their polluted retention water into our lakes is slowly killing our once nice waterways.

FISH KILL ON ONCE THRIVING LAKE (LAKE VIEW DRIVE)



Dead fish floating on surface and removed from lake after rain

Pictures provided by Owner from behind their house located at 230 Lake View Dr. Sanford, FL 32773



Oil floating on surface after a good amount of rain

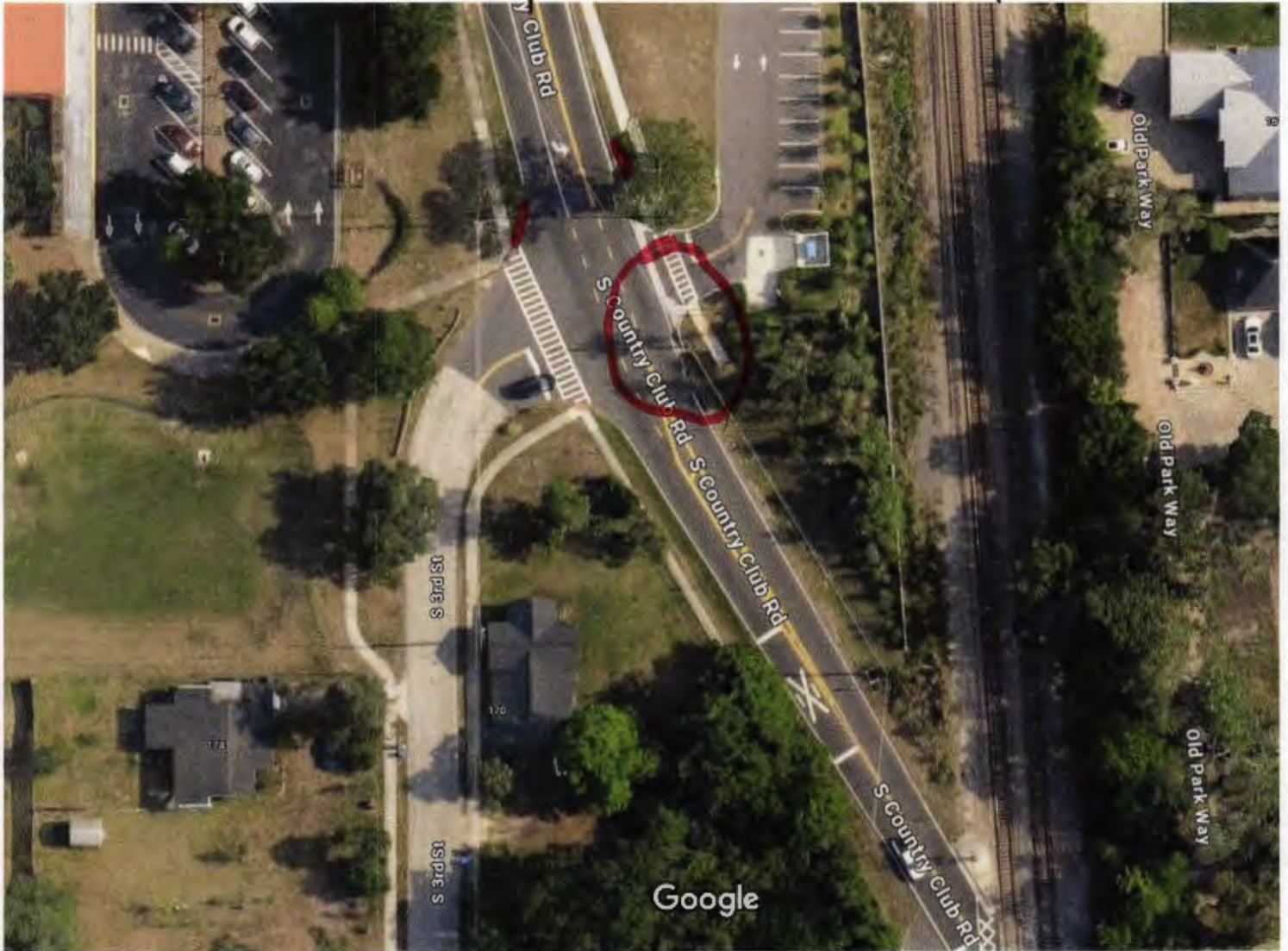
Pictures provided by Scott West from behind property located at 218 South Crystal Dr. Sanford, FL 32773



End of pipe where the polluted water is entering our chain of lakes on Lake View Drive (polluted water is from Lake Mary & C15 roadway)

Google Maps

Chairman Hawkins' Photos



Imagery ©2025 Airbus, Map data ©2025 Google 20 ft

