



CITY OF GROVELAND
156 S. LAKE AVENUE
GROVELAND, FL 34736

PHONE 352-429-2141
FAX 352-429-3852

"The city with a future, watch us grow!"

MEMORANDUM

TO Willie Morgan, Fire Chief (CD)
Melvin Tennyson, Police Chief (CD)
Tamara Richardson, City Engineer (CD)
Pam Richmond, MPO Traffic Review (CD)
Rodney Lucas, Interim Community Development Director (CD)
Anita Geraci-Carver, City Attorney (P)
James Huish, Public Works Director (P)
Ricky Rodriguez, Engineering Inspector (P)
James Dunn, Southeastern Surveying (P)

FROM Abra Horne, Interim City Planner

DATE August 3, 2016

SUBJECT Southgate of Lake County Final Plat Review
Application #2016-FP-07-27 – Second Review

Please review these submittals again (attached or on CD and in Dropbox) as well as the comments below to determine whether any remaining responses to comments need to be modified or are insufficient.

Please respond by August 9, 2016.

Submittal: The application has been determined to be complete. The Planning Staff have reviewed the following documents submitted by the applicant:

- Complete planning and zoning application.
- Letter to Ken Comia dated June 22, 2016.
- Proposed exhibits A through U.
- Survey and title opinion.
- Sheets 1 through 3 proposed final plat.
- Sheets 1 through 3 lands title survey.
- Property record card.
- Copy of recorded deeds.
- Location map.

Previous DPC/DRC Comments: Planning Staff have reviewed the drawings and documents submitted by the applicant and determined that they appear to address the City's previous comments with the exception of the following items:

1. Since the infrastructure improvements are not complete, please submit a performance bond or other approved surety prior to issuance for review consistent with Section 145-38(c)(9). **The applicant stated that this would be provided later.**
2. If the infrastructure improvements are not complete prior to final plat approval, then submit certificate of completion and maintenance bond for review prior to its issuance. A maintenance bond will be required prior to City's acceptance of the infrastructure consistent with Section 145-38(c)(11). **The applicant stated that this would be provided later.**
3. A CD of the "as-builts" prepared by and certified by professional land surveyor will be required prior to recording the plat consistent with Section 145-48(c)(18). **The applicant stated that the construction company's professional land surveyor would provide the as-builts upon completion of construction.**
4. Fees for recording must be remitted to the City upon request. **The applicant stated that this would be provided later when the City provides an estimate of costs.**
5. If a conservation easement is required by St. John's River Water Management District (SJRWMD), the original will need to be provided to the City to record simultaneously with the plat, unless sooner recorded. **The applicant stated that the Conservation easement would be conveyed to the HOA by separate instrument with execution of a conservation easement to SJRWMD.** *The applicant has been asked to provide an email from the SJRWMD to confirm whether or not a conservation easement will be required by them (SJRWMD). The applicant has been asked to provide a copy of the SJRWMD permit for the conservation easement now so that the conservation easement may be reviewed by the City prior to recording.*
6. Submit a copy of the easement agreement for the 15-foot easements located between lots 10 and 11. **The applicant stated that this easement agreement had already been provided in the submittal package as Exhibit Q; however, there was no document located behind the Exhibit Q divider.**
7. Provide dedication language for the conservation easement depicted on Sheet 3. **The applicant stated that the Conservation easement would be conveyed to the HOA by separate instrument with execution of a conservation easement to SJRWMD.** *The applicant has been asked to provide a copy of the SJRWMD permit for the conservation easement now so that the conservation easement may be reviewed by the City prior to recording.*

Planning Department Comments: Although the applicant has responded to the previous comments provided by the City a few planning considerations should be noted and considered by the City prior to recording the plat. Planning made an additional review at the request of the City Attorney and identified the following items:

8. There are several lots whose side yard building setbacks will be affected by various easements (sewer easement, drainage and/or access easements). In such locations, the setback is narrower than the easement. To avoid future confusion, it is suggested that either a note be added to the plat. The following lots would be affected: Lots 11, 13, 14, 15, 16, 17, 18, 27, 28, 42, 43, 84 & 85. Please provide a Note on the cover sheet clearly stating that the side setbacks on these lots will need to be increased to accommodate those easements. It would also be helpful to specifically show the building envelope on those lots.

9. Lots 44, 45 & 46 are impacted by the 50-foot wetland buffer area required by the land development code and the comprehensive plan. The plat is consistent with the approved construction plans which also reflects the wetland buffer. Please pay particular attention to Lot 45. Please provide a Note on the cover sheet clearly stating that "No building or impervious area is permitted within 50 feet of the designated wetland area adjacent to Lots 44, 45 & 46". It would also be helpful to specifically show the building envelope, as affected by the 50-foot wetland buffer line, on those lots, to avoid future conflicts.
10. Section F-F on Sheet 16 of the construction plans shows a 2-foot retaining wall at the back of Lot 50. This retaining wall may also be necessary at the back of other lots as well. Please provide a maintenance easement in favor of the homeowner's association along the back lot line of each lot on which a retaining wall will be constructed.

If necessary, please let me know if you would like to meet with City staff to discuss these comments. This Dropbox folder contains all of the materials and files submitted; it is located at: <https://www.dropbox.com/sh/vvzoyig9ckyico8/AADZgnk1MeSIgNYI5AkMH8bFa?dl=0>.

Please send all responses to my e-mail rodney.lucas@groveland-fl.gov or put them in his in-box at City Hall, please ensure to include the application number on all correspondence.

When mailing your comments please separate them by indicating the application number. I look forward to receiving comments. Thank you for your prompt review,

Sincerely,



Abra Home
Interim City Planner
City of Groveland
352-429-2141, ext. 238