



**506 WEST BERCKMAN STREET
FRUITLAND PARK, FL 34731**

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TRC COFP Members:

City Manager Karen Manila, Chairman
Police Chief, Vice Chair
City Attorney
Building Official
Community Development Director
Code Enforcement Officer
Engineer – Halff
Fire Chief
Fire Inspector
Land Planner LPG
Public Works Director

TRC Members:

City of Leesburg Utilities
Lake County School Board
Lake County Public Works Department
Lake County Economic Development

**MINUTES
TECHNICAL REVIEW COMMITTEE (TRC)
April 1, 2025
10:00AM**

- I. MEETING START TIME: 10:03 AM**
- II. MEMBERS PRESENT:** All members present except Code Enforcement Officer, Fire Chief, Police Chief, and Lake County members.
- III. MEETING NOTES FROM PREVIOUS MEETING:** Meeting minutes from March 4, 2025 included for review/comment. No corrections or deletions. Also present was Timothy and Marie Coates (Coates Right-of-way Vacate), Derek & Jacob (Fruitland Park Single Family), Keith Riddle, Matt King, Jeremy & Jeff Myers (Contractor Tool Supply), Larry Miller & Jeremy were connected via phone (CSI Commercial Unity of Title).
- IV. OLD BUSINESS: NONE**
- V. NEW BUSINESS:**
- A. Coates Dixie Right-of-Way Vacate – Adjacent to Alternate Keys 1431859, 3922972 & 3936893**
The applicant is requesting the road vacation of Dixie Blvd. adjacent to Lots 9, 10, 11, 12, and 13, Block D of First Addition to Dream Lake Subdivision. The road vacation request is approximately 600' lying south of Milow irrigation to where it intersects with South Dixie Ave.

Halff needs a boundary survey to verify the sketch of description, boundary survey of the right of

way to be vacated, and a letter from 911 dig that there are no utilities present in the right of way,.

City Attorney needed clarification on property being vacated – just the portion that abuts property owned by Mr. Coates.

Land planning comments were related to the alt keys noted in the agenda, remove 3936893 and add the alt key corresponding to Lot 14.

No comments from City Manager, Public Works Director, or staff. Will not proceed to Planning and Zoning Meeting until boundary surveys and a utility letter are received.

B. Fruitland Park Single Family Annexation, Small Scale Comp Plan Amendment, Rezoning – Alternate Keys 1288738, 1288576, 3870774, & 1772494

The applicant is requesting annexation, a small-scale comp plan amendment, and a rezoning to receive city services and develop a proposed 22-unit single family subdivision with lots ranging in widths from 80' to 150' at a proposed density of 2.49 units/acre. The R-4 zoning district with septic tank requires a minimum lot size of 12,500 SF. Minimum lot sizes range from 10,270 SF to 44,090 SF. Eleven (11) lots are over 11,000 SF. Total open space proposed is 25%.

The applicant has stated that central sewer is not viable and wish to utilize septic. The Public Works Director advised the applicant that the Department of Environmental Protection is working towards not allowing septic systems.

The applicant asked if there is a valid reason to do a Planned Unit Development (PUD) for this project. The Land Planner responded that a PUD is the cleanest way to accomplish this a variance would be needed for the lot sizes.

The City Attorney advised to anticipate pushback for the lack of recreation. The applicant explained they could amenitize the pond. It was also noted that landscape buffering is noted on the concept plan.

This will not proceed to a Planning and Zoning Meeting until resubmittal is made to address TRC comments.

C. Contractor Tool Supply Major Site Plan – Alternate Keys 1284651 & 1284465

The applicant is requesting approval of the site plan for Contractor Tool Supply consisting of a 53,710 SF – 2 story building. The proposed use consists of retail sales of contractor tools, office and attached warehouse/storage. It is anticipated that the use will generate approximately 25 employees.

Halff noted there was a typo on the fireflow and deferred to Public Works for questions regarding pressurehead. Keith will send the revised coversheet. They will utilize a private pump and data recorder.

The City Attorney noted that a variance is needed for the understory trees along US Highway 27/441. Their Unity of Title is in good order.

Anticipating a May Planning and Zoning Board Meeting pending submittal of the variance.

D. CSI Commercial LLC Unity of Title – Alternate Keys 1429668 & 1429650

The applicant is requesting a Unity of Title to combine two (2) lots to make the parcel buildable.

The City Attorney and Halff both require a boundary survey to verify the sketch of description.

The applicant sought verification that a boundary survey is required despite not developing the land and City Attorney responded affirmatively.

This will not be signed until a boundary survey and an updated deed showing a change of ownership is supplied to the City and reviewed by TRC.

BOARD MEMBERS' COMMENTS: None.

PUBLIC COMMENTS:

This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Note: Pursuant to F.S. 286.0114 and the City of Fruitland Park's Public Participation Policy adopted by Resolution 2013-023, members of the public shall be given a reasonable opportunity to be heard on propositions before the Planning and Zoning Board. Pursuant to Resolution 2013-023, public comments are limited to three minutes.

ADJOURNMENT: 10:51 AM