



506 WEST BERCKMAN STREET
FRUITLAND PARK, FL 34731

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TRC COFP Members:

City Manager Gary La Venia, Chairman
Police Chief Eric Luce, Vice Chair
Attorney
Building Official
CDD Tracy Kelley
Code Enforcement Officer
Engineer BESH/Halff
Fire Chief
Fire Inspector
Land Planner LPG
Public Works Director
Lake County Public Works Department

TRC Members:

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

MEETING NOTES
TECHNICAL REVIEW COMMITTEE
JANUARY 5, 2021
10:00AM

- I. **MEETING START TIME:** Meeting called to order by the City Manager at 10:04AM.
- II. **MEMBERS PRESENT:** All members present with the exception of City Land Planner LPG, Public Works, Fire Inspector, Fire Chief, Lake County Public Works, Lake County Schools, Leesburg Electric and Leesburg Gas. Also present Administrative Assistant Sharon Williams and applicant, Mr. Greg Thomas.
- III. **MEETING NOTES FROM PREVIOUS MEETING:** Meeting notes from November 3, 2020 included for review/comment.
- IV. **OLD BUSINESS:** NONE
- V. **NEW BUSINESS:**
 - A. Valley Plaza Minor Site Plan (Alternate Key 3559614)

CDD Kelley introduced Minor Site Plan application submitted by Greg Thomas on behalf of Valley Plaza, LLC for a change of use from professional office to hair salon. Parcel is identified by Alternate Key 3559614 and is located at 1213 W Miller

Street, Unit 5. Personal Services are a permitted use within C-1 zoning. Proposed current plan is for a max of 5 chairs.

Attorney Geraci-Carver stated since the development application is a minor site plan with a change of use, it will not trigger need to meet the updated code for bicycle parking. Attorney Geraci-Carver additionally stated that the aforementioned requirement, stated in the development letter to the applicant dated 12/16/20, should be voided. Note: City Engineer Brett Tobias will send an official "approval" letter for the record. Additionally, based on the current LDRs, parking spaces meet code requirements.

Applicant Thomas stated that the salon would have 5 styling stations, 3 sinks, washer/dryer and 1 unisex restroom which would be ADA compliant.

A notice of site plan approval with the condition to provide life safety page with square footage and occupant loads will need to be provided prior to renovations.

Chairman LaVenia stated that due to straightforward request of development application, no additional action required and the application should be approved. Committee members were in agreement motion made to approve the request.

With no further comments and/or concerns the meeting was adjourned at 10:09AM.

MEMBERS' COMMENTS: No additional comments.

ADJOURNMENT: Meeting adjourned at 10:09AM.