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 **506 WEST BERCKMAN STREET PHONE: 352 360-6727**

 **FRUITLAND PARK, FL 34731 FAX: 352 360-6652**

 **TRC COFP Members: TRC Members:**

 City Manager, Chairman City of Leesburg Utilities

 Police Chief, Vice Chair Lake County School Board

 Attorney Lake County Public Works Department

 Building Official Lake County Economic Development

 CDD

 Code Enforcement Officer

 Engineer Halff

 Fire Chief

 Fire Inspector

 Land Planner LPG

 Public Works Director

**MEETING NOTES**

**TECHNICAL REVIEW COMMITTEE**

**October 5, 2021**

**10:00AM**

1. **MEETING START TIME: 10:00AM**
2. **MEMBERS PRESENT:** All members present except Fire Chief, Fire Inspector; Lake County Economic Development; City of Leesburg Utilities; Building Official. Also present were Scott Sumner of Beeline Development on Behalf of Bill Bryan Chrysler; Helen LaValley and Kelly Randal1 on behalf of Lake County Schools and Chuck Hiott of Halff Associates on behalf of Park Square Homes.
3. **MEETING NOTES FROM PREVIOUS MEETING:** Meeting notes from September 7, 2021 included for review/comment.
4. **OLD BUSINESS:** NONE

 **NEW BUSINESS:**

1. **Bill Bryan Chrysler - Minor Site Plan (Alternate Key: 1740673)**

Application submitted by F. Williams Bryan II, registered agent for FWB Investments, Ltd (owner), for proposed shop expansion consisting of approximately 4,980 sf along the eastern property boundary. A portion of the building is proposed over existing asphalt. The total proposed impervious area of the entire site including the proposed expansion is 55.90% which is less than the maximum allowed of 70%.

Business has limited space due to the automotive maintenance/repair demand of business. Turning radiuses & drainage questions answered. No issues from TRC. There will be no bathrooms installed.

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Next step will be minor site plan approval via issuance of a ‘notice of site plan’ approval. After receipt of the aforementioned recorded document, applicant to apply for permitting.

1. **School Board of Lake County – Rezoning (Alternate Key: 1639743)**

Application submitted by the School Board of Lake County (Diane S. Kornegay, Lake County Schools Superintendent) to re-zone approximately 19 acres from R-1, Single Family Low Density Residential to PFD, Public Facilities District. The School Board is seeking to construct and replace an elementary school and accessory uses on areas located on the northeast corner of the intersection of Urick Street and Olive Avenue.

Kelly Randall, Supervisor of Growth Planning for Lake County Schools was present to discuss the elementary school replacement project and answer any questions. The School Board’s current timeline involves working through the re-zoning approval process to allow a new school to be built in Fruitland Park; no details at this time as an architect has not been hired (anticipated Spring 2022). Thereafter, civil, structural and utility engineers will be hired for the design process.

Questions regarding utilities, school entrance, transportation and traffic cannot be addressed until the engineers are hired. Anticipates Fall 2022 before a construction manager onboard.

Construction planned in early 2023 with opening in the Fall of 2024. School Board to come back to the city in 2022 with a detailed site plan and courtesy design review. Various design aspects and accessibility were discussed for the School Board’s consideration. Next step will be Planning and Zoning, followed by City Commission.

1. **Park Square Homes – Preliminary Plan (Alternate Keys: 1289866, 1289874, 1289904, 1430411, 1639808, 1699959, 17722435, 3540468, 3691334, 3900702)**

Application submitted by Suresh Gupta of Park Square Homes, on behalf of owner, Rufus M. Holloway Jr. for proposed development of an 163 lot subdivision. Phase I of the proposed project will develop 68.77 acres of 177.7 total [approximate] acres. Property currently zoned Mixed Use PUD and presently used for agriculture. The property is located near Thomas Avenue and Urick Street.

Chuck Hiott, Halff Associates, discussed application and TRC comments (outlined in Development Review letter dated 9/30/2021) on behalf of applicant. Each phase of the project should meet percentages of lot sizes identified in the MDA (as stand-alone) per city attorney; consequently, 10% (60’ wide lots), 10% (70’ wide lots) and 80% (50’ wide lots). Aforementioned percentages currently not met in Phase I. Chuck Hiott stated percentages would be met overall upon complete buildout of subdivision. Further research and discussion to ensue before final decision pertaining to meeting percentages in phases versus overall.

Hiott further stated landscaping and tree preservation plans, as well as traffic analysis report are complete and will be forwarded with next submittal. Environmental assessment will also be addressed. Additionally, entrance to lift station will be increased in accordance with public work’s request.

TRC Meeting Notes Continued

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Other TRC comments were also presented by Hiott for discussion; to include school concurrency application submission to Lake County Schools.

City attorney stressed that application would need to meet all outstanding issues before moving forward for PSP approval.

 **MEMBERS’ COMMENTS:**

**ADJOURNMENT:** MEETING ADJOURNED AT 10:42