

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

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

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| **TRC COFP Members:** | **TRC Members:** |
| City Manager Gary La Venia, Chairman | City of Leesburg Utilities |
| Police Chief Eric Luce, Vice Chair | Lake County School Board |
| City Attorney | Lake County Public Works Department |
| Building Official | Lake County Economic Development |
| Community Development Director |  |
| Code Enforcement Officer |  |
| Engineer - Halff |  |
| Fire Chief |  |
| Fire Inspector |  |
| Land Planner LPG |  |
| Public Works Director |  |

**MINUTES**

**TECHNICAL REVIEW COMMITTEE (TRC)**

**June 6, 2023**

**10:00AM**

1. **MEETING START TIME: 10:04 AM**
2. **MEMBERS PRESENT:** All members present except Police Chief, Code Enforcement Officer, Fire Chief, City of Leesburg Utilities and Lake County: School Board, PWD, and Economic Development. Also present was Wilt Seelke, Bill Thiele (via teleconference) and Chris Thompson of Z Development on behalf of Ralph Thiele CUP; in attendance on behalf of Lakeside Storage II was Keith Riddle (engineer).
3. **MEETING NOTES FROM PREVIOUS MEETING:** Meeting minutes from April 4, 2023 included for review/comment. No comments.
4. **OLD BUSINESS:** NONE

**NEW BUSINESS:**

1. **Ralph Thiele – Conditional Use Permit Application (Alternate Key: 2562684 & 1699673)**

A conditional use permit approval is requested to develop a 24,000 square foot garage on the subject site. The revised conceptual site plan has addressed planning comments and meets the minimum technical standards of Chapter 155, Section 155.010(b)(1). Staff recommends the following conditions:

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1. Storage shall be limited to personally owned vehicles.

2) Building Perimeter landscaping. A minimum three (3) foot wide landscape area, with an average of

five (5) feet or more, around a minimum of forty (40) percent of the total building perimeter and

within twenty-five (25) feet of the building walls. Minimum planting requirement. One (1) canopy tree or three (3) understory trees, and twenty-eight (28) shrubs shall be required for every three hundred and fifty (350) square feet of planting area in (a) above. Trees installed for any other requirement of this Section may be credited towards this requirement if in the required location.

Brett Tobias of Halff stated that the applicant would still have to apply for site plan approval for construction of the storage garage if the Conditional Use Permit (CUP) is approved.

City attorney, Anita Geraci-Carver, emphasized that CUPs run with the owner and not the property; therefore, ownership of a conditional use cannot be transferred to another party. She further stated that

The applicant needed to confirm that the legal description is correct.

Per PWD Robb Dicus, once sewer is available the applicant we will be required to connect; a dry line would be ideal.

With no further comments, the consensus was to recommend approval to move forward to P&Z.

**Lakeside Storage II – Major Site Plan (Alternate Keys: 2919469, 2919507, 2919523 & 2919531)**

The subject property is 7.07 acres and consists of four parcels, a northern parcel (Alt Key 2919531), a southern parcel (Alt Key 2919469), and two parcels in between (Alt Key 2919523 and Alt Key 2919507). A single story 781 square foot manufactured office exists on the southern parcel (Alt Key 2919469). The proposed major site plan is to construct a 93,205 SF storage facility including an office for a total of 93,986 square feet on the northern portion of the site, along with associated loading, parking, and stormwater management areas. The building sizes proposed to be built are 76,795 square feet, 6,150 square feet, 6,160 square feet, and 4,100 square feet, along with an office and forty-six (46) RV/boat storage spaces.

Bret Tobias (Halff) informed the applicant that the city requires connection to a 10-inch main for storage/industrial use and applicant requesting an 8-inch main (as this is what is currently available at site) will require a waiver. City engineer supports the waiver with the site plan. Landscape waiver will also be required.

Per city attorney, two (2) city commission hearings required; waivers can run concurrent and approval of the waiver/variance should be approved first before major site plan approval.

Based on the private lift station and where the meter will terminate, city anticipates no easement required for Fruitland Park utilities. The City of Leesburg will require dedication of an easement for the electrical.

Per city attorney, no landscape proposed along the southern and eastern boundary of the property.

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A unity of title for 3 of the properties could address the landscaping issues. Owner plans to create a separate parcel (unity of title) for the 3 parcels within the project area.

Applicant is requested to identify future access easement to property; also required to address outstanding issues and submit variances for the review process before moving forward.

**BOARD MEMBERS’ COMMENTS:** N/A

**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**: **10:38 AM**