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

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

 **Board Members: Others:**

 Al Goldberg, Chairman Michael Rankin, LPG

 Daniel Dicus, Vice Chair Anita Geraci-Carver, City Attorney

 Carlisle Burch Emily Church, Office Assistant

 Roger Sines Sharon Williams, Administrative Manager

Walter Birriel

**MEETING NOTES**

**PLANNING & ZONING BOARD**

**July 20, 2023**

**6:00 PM**

1. **INVOCATION AND PLEDGE OF ALLEGIANCE:** Invocation led by Sharon Williams, Fruitland Park Staff.
2. **ROLL CALL:** All members present except Roger Sines.
3. **MEETING NOTES FROM PREVIOUS MEETING:** Meeting notes from June 15, 2023 included for review/comment. Minutes were unanimously approved.
4. **OLD BUSINESS:** NONE

 **NEW BUSINESS:**

1. **Mirror Lake Phase 2 – Final Plat/Easement (Alternate Key: 3897102)**

**Final Plat**

A final plat is requested to develop Phase 2 of a 166-lot subdivision. Phase 2 consists of 76 lots, while Phase 1 (existing) consists of 90 lots. It should be noted that the applicant has requested to build model homes within the development. As the model homes were not previously presented/addressed, the city’s land planner has advised that a minor site plan is required. One lot (lot 135) will be designated as a sales office (in the garage) and five (5) lots will be allotted as models.

**Release of Utility Easement**

The applicant has requested the termination of a utility easement [outlined in Resolution 2006-032]. A termination of easement will need to be recorded in the public records once the city finds that retaining such easements are no longer necessary. A title opinion for the property will need to be updated with an effective date that is within 30 days of plat recording.

Planning and Zoning Board Meeting Notes

Page 2 – July 20, 2023

Additionally, the NOC recorded in O.R. Book 6115, page 555 must be terminated prior to the recording of the final plat. Note that the utility easement must be approved in conjunction with the final plat approval.

An updated Title Opinion and a Notice of Commencement Termination will be required prior ro City Commission meeting. The latter should be recorded with Lake County prior to Final Plat Approval at City Commission. City Attorney will confirm that performance bond language is acceptable

Mr. Bass, city building official, received a complaint that concrete poured for new mailboxes was not in compliance with the ADA (Americans with Disabilities Act).

The Mylar submittal was missing witness signatures/notarization and this will need to be completed prior to City Commission. Final plat will only require one City Commission meeting.

Vice Chair Dicus inquired whether confirmation by the applicant to terminate previous utility easements was due to the granting of new ones. City Attorney confirmed as did Neil Klaproth, on behalf of Park Square Homes.

The motion to approve was made by Board Member Burch and Seconded by Board Member Dicus. Passed unanimously.

**BOARD MEMBERS’ COMMENTS:**

Vice Chair Dicus inquired about the outcome of Miller at Cutoff at the July 13th City Commission Meeting. Michael Rankin of LPG provided a synopsis from that meeting. Vice Chair Dicus asked about the tax base. City Attorney stated that there would be separate water meters but is uncertain how the County will tax them.

**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:** 6:19 PM