

**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)**

**February 6, 2024**

 **10:00AM**

1. **MEETING START TIME: 10:05 AM**
2. **MEMBERS PRESENT: Michael Rankin (Interim Community Development Director), Brett Tobias (Halff Engineering), Anita Geraci-Carver (City Attorney), Robb Dicus (City Public Works Director), Sharon Williams (Administrative Manager), Kelli Fielder (Certified Permit Tech), & Emily Church (Office Assistant).**
3. **MEETING NOTES FROM PREVIOUS MEETING:** Meeting minutes from December 5, 2023 included for review/comment. No corrections or deletions.
4. **OLD BUSINESS:** NONE

**NEW BUSINESS:**

1. **Thiele Micro Racetrack Rd Garage Major Site Plan**

A site plan submittal for a 24,000 square foot private garage allowed per Special Exception Use (Ordinance 2023-007). Conditions of the SEU include no outside storage, garage to be used solely for purpose of storage of property owner’s personally owned vehicles, 40% building perimeter landscaping (3’ minimum, average 5’ with 1 canopy tree or 3 understory trees and 28 shrubs for every 350 SF of planting area), and connect to City sewer within 180 days after notice from the City. The maximum ISR is .70, maximum FAR is .50 f and a maximum building height of thirty-five (35) feet for the C-2 zoning district.

Chris Thompson of Z Development was present on behalf of the Owner.

Brett Tobias of Halff Engineering did not have comments of their own but did re-state Lake County Public Works comments regarding driveway connection permits and drainage. The applicant at this point has attempted to reach Seth Lynch of Lake County for clarification on comments and to date has not heard back. The city has asked to be looped in on correspondence to the county.

Halff Engineering is satisfied with the drainage; it meets the city’s criteria but recognizes that Lake County may have additional criteria though the area available for a spreader swale is narrow. Both the engineer and the applicant would like clarification as to why boring rather than trenching for the water main connection is desired as it would limit access for any future connections. Both Engineering and the City’s Public Works Director would prefer a trenched main for this practical reason as the city will be required to maintain it.

The City Attorney states we need the right of dedication for the county but is unsure how that process functions on the applicant’s end when dealing with Lake County Public Works – recommends reaching out to Seth Lynch for more information. Typically the city receives a sketch of description and it is forwarded to Lake County. The city will need a copy of the deed at the end of the right-of-way dedication process.

Land Planning states that a species study is highly recommended and there were a few small landscaping items that need to be addressed. The Sand Skink study should be conducted in March to May.

Chris Thompson inquired about traffic load on Micro Racetrack and Land Planning and Engineering confirmed that it has been the County’s desire to expand the road to meet the usage.

Public Works Director commented that when sewer is available in the area the property will be required to connect.

Thompson would like to submit building permits at the owners risk to begin the permit review process during this time.

 **BOARD MEMBERS’ COMMENTS:**

**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**: 10:36 AM