



CITY OF OKEECHOBEE, FLORIDA
TECHNICAL REVIEW COMMITTEE MEETING
JULY 21, 2022
SUMMARY OF COMMITTEE ACTION

I. CALL TO ORDER

Chairperson Ritter called the regular meeting of the Technical Review Committee (TRC) for the City of Okeechobee to order on Thursday, July 21, 2022, at 10:03 A.M. in the City Council Chambers, located at 55 Southeast Third Avenue, Room 200, Okeechobee, Florida. The invocation was offered by Mayor Dowling R. Watford, Jr., followed by the Pledge of Allegiance.

II. ATTENDANCE

The following TRC Members were present: City Administrator Gary Ritter, Building Official Jeffery Newell, and Public Works Director David Allen. Members absent: Okeechobee County Fire Rescue (OCFR) Captain Justin Hazellief, (OCFR Deputy Chief Earl Wooten was present in his place), Police Chief Donald Hagan, (Police Lieutenant Belen Reyna was present in his place). City Planning Consultant Ben Smith attended via Zoom. Okeechobee Utility Authority (OUA) Executive Director John Hayford, (entered Chambers at 10:07), Committee Secretary Patty Burnette and General Services Secretary Keli Trimnal were also present. City Attorney Gloria Velazquez, Okeechobee County Environmental Health Director Dianna May, and the Okeechobee County School Board representative were absent.

III. AGENDA

- A.** There were no items added, deferred, or withdrawn from the agenda.
- B.** Motion by Building Official Newell, seconded by Public Works Director Allen, to approve the agenda as presented. **Motion Carried Unanimously.**
- C.** There were no comment cards submitted for public participation for items not on the agenda.

IV. MINUTES

- A.** Motion by Building Official Newell, seconded by Public Works Director Allen, to dispense with the reading and approve the January 20, 2022, Regular Meeting minutes. **Motion Carried Unanimously.**

V. NEW BUSINESS

- A.** Site Plan Review Application No. 22-002-TRC, to construct a 44 multi-family rental unit apartment complex with storage, clubhouse, pool, and parking on 4.24± acres located at 309 Northeast 4th Street, Lots 1 through 12 of both Blocks 110 and 121, CITY OF OKEECHOBEE.
 - 1.** City Planning Consultant Smith of Morris-Depew Associates, Inc. briefly reviewed the Planning Staff Report recommending approval of the site plan with criteria being met prior to issuance of any building permits.
 - 2.** Building Official Newell reviewed and discussed the conditions noted on page 12 of the Planning Staff Report with the Applicant's representative, Mr. Steven Dobbs. OCFR Deputy Chief Wooten noted a two-hour fire wall is needed with no penetrations and run continuously from floor to the underside of the roof sheathing; fire retardant treated wood must be 48 inches out from the fire wall; the fire wall must extend a minimum of 18 inches beyond the exterior wall with no openings in the exterior wall within 48 inches of the fire wall on either side; if there are overhangs or balconies, the fire wall must extend to the outer edge of them; trees, shrubbery, and other landscaping must allow for firefighter access to all sides of the building and to advance hose to other locations; since the building is not sprinkled, two hydrants are required, one at the North entrance and one at the South. He further inquired about whether there would be a gate for the access to the storage area. Mr. Dobbs responded as far as he is aware there would be no gates. The area would be open for residents only and storage would be for enclosed items. Public Works Director Allen commented asphalt millings would not be acceptable and Mr. Dobbs clarified that was an error and he will make corrections. In addition, 30 by 30 high density prismatic stop signs would be required. Chairperson Ritter read into the record an email from Environmental Health Director, May which noted the swimming pool would be required to be permitted through the Department of Health (DOH).
 - 3.** Mr. Dobbs, for Property Owner, Mr. Frank Mitchell Stephens, Registered Owner of Glenwood Park, LLC was available for questions.

V. NEW BUSINESS ITEM A CONTINUED

3. Continued: He acknowledged the list of contingencies the Planner had noted within the Staff Report and would advise Mr. Stephens of suggestions and changes and provide revised documents and plans.
4. No public comments were offered.
5. Chairperson Ritter disclosed he had spoken about the proposed site plan with Mr. Stephens and Mr. Dobbs.
6. Motion by Deputy Chief Wooten, seconded by Public Works Director Allen to approve Site Plan Review Application No. 22-002-TRC, as presented in [Exhibit 1, which includes the Planning Consultant's analysis of findings and recommendation for approval] with the following conditions: confirmation of available water and sewer service from OUA as well as submitting utility plans; onsite dumpster enclosures shall be provided in appropriate locations which allow for access by Waste Management and provision of screening; areas in front of designated loading spaces shall be marked with striping to denote no parking to ensure loading spaces are clearly evident; agreement that public and commercial use of the amenities is not permitted; reduction of dwelling units, with only 20 units permitted on North parcel and only 21 units permitted on South parcel; 25 foot front setbacks shall be provided from property lines upon which a parcel is addressed to all structures (which are not exempt from setback requirements per City code) and 18.75 foot setback shall be provided from all other property lines to all structures (which are not exempt from setback requirements per City code); pool and pool deck may be located in setback areas provided height above grade does not exceed two feet; lot coverage and impervious surface calculations shall be provided for both parcels separately; pool shall be surrounded by a wall, fence or other barrier safety enclosure at least five feet high and doors and gates in the exterior enclosure shall have a self-locking fastener installed at least five feet above the ground level; parking facilities shall be paved, asphalt millings are not acceptable; landscaping shall be provided in conformance with City code; onsite pedestrian paths shall be connected to right-of-way sidewalks; joinders shall be performed to create a single parcel for each block; permitting through the DOH for swimming pool; a two-hour fire wall is needed with no penetrations and run continuously from floor to the underside of the roof sheathing; fire retardant treated wood must be 48 inches out from the fire wall; the fire wall must extend a minimum of 18 inches beyond the exterior wall with no openings in the exterior wall within 48 inches of the fire wall on either side; if there are overhangs or balconies, the fire wall must extend to the outer edge of them; trees, shrubbery, and other landscaping must allow for firefighter access to all sides of the building and to advance hose to other locations; two hydrants are required, one at the North entrance and one at the South; 30 by 30 high density prismatic stop signs are required. **Motion Carried Unanimously.**

VI. Chairperson Ritter adjourned the meeting at 10:46 A.M.

Submitted by:

Patty M. Burnette, Secretary

Please take notice and be advised that when a person decides to appeal any decision made by the Technical Review Committee with respect to any matter considered at this proceeding, he/she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. General Services' media are for the sole purpose of backup for official records.