



**CITY OF OKEECHOBEE, FLORIDA**  
**MARCH 19, 2020**  
**TECHNICAL REVIEW COMMITTEE MINUTES**  
**SUMMARY OF COMMITTEE ACTION**

**I. CALL TO ORDER**

Chairperson Montes De Oca called the meeting of the Technical Review Committee for the City of Okeechobee to order on Thursday, March 19, 2020, at 10:03 A. M. in the City Council Chambers, 55 Southeast 3rd Avenue, Room 200, Okeechobee, Florida.

**A.** The Pledge of Allegiance was led by Chairperson Montes De Oca.

**II. ATTENDANCE**

Technical Review Committee Secretary Patty Burnette called the roll. City Administrator Marcos Montes De Oca, Public Works Director David Allen, Building Official Jeffery Newell, Police Chief Bob Peterson, and Fire Chief Herb Smith were present.

**CITY STAFF**

Okeechobee Utility Authority (OUA) Executive Director John Hayford and General Services Secretary Yesica Montoya were present. The City Attorney, City Planning Consultant Ben Smith, LaRue Planning and Management, School Board Representative, and Okeechobee County Environmental Health Director Victor Faconti were absent with consent.

**III. AGENDA**

**A.** Requests for the additions, deferral, or withdrawal of agenda items. None.

**B.** A motion was made by Building Official Newell to approve the agenda as published; seconded by Public Work Director Allen.

**Chairperson Montes De Oca, Public Works Director Allen, Building Official Newell, Police Chief Peterson, and Fire Chief Smith voted: Aye. Nays: none. Motion Carried.**

**IV. MINUTES**

**A.** A motion was made by Building Official Newell to dispense with the reading and approve the February 20, 2020 regular meeting minutes; seconded by Public Works Director Allen.

**Chairperson Montes De Oca, Public Works Director Allen, Building Official Newell, Police Chief Peterson, and Fire Chief Smith voted: Aye. Nays: none. Motion Carried.**

## **V. NEW BUSINESS**

- A.** Chairperson Montes De Oca explained a Planning Staff Report was not required for the Site Plan Review Application No. 20-002-TRC, regarding the addition of overflow employee parking and material storage for Boral Roofing LLC, on 3.153 vacant acres located at 858 Northeast 12th Street, Lot 3, CITY OF OKEECHOBEE COMMERCE CENTER, as recorded in Plat Book 7, Page 10, Public Records of Okeechobee County. The property is located in the City Commerce Center and as part of the Declaration of Protective Covenants dated May 4, 2004, an approval is required from the Technical Review Committee (TRC) for any improvements or additional structures to the property. The Applicant, Boral Roofing LLC, is intending to make improvements to the vacant parcel located to the South, directly opposite to their operations site, to provide a solution for better productivity and safety for the employees and facility. Sometime in the future, they plan to construct a 5,000 square foot building on the site as well. Currently they wish to add a temporary parking lot with lighting and add a six-foot-high chain link fence around the entire perimeter.

1. Building Official Newell: No issues were received.

Fire Chief Smith: Inquired as to what would be stored on the property.

Police Chief Peterson: No issues were received.

Public Works Director Allen: No issues were received.

Chairperson Montes De Oca: Handle in phases. This submittal would be Phase One then come back to TRC when ready to construct the building for that approval.

OUA Executive Director Hayford: Wanted to confirm whether there would be any combustible material stored.

County Environmental Health Director Faconti: No issues were received.

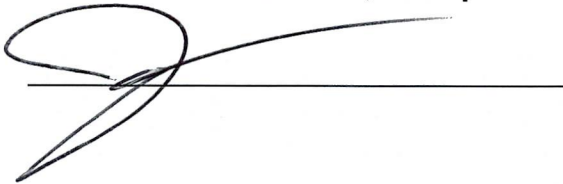
2. Mr. Frank Pierce, Project Manager on behalf of the Property Owner, MDC Industrial, LLC, was present for questions explaining there currently would be no paving only fencing and lighting. There will be no buildings on the parcel right now only a laydown area for storing concrete roof tiles, nothing combustible. Paving would be done in the future when the building was constructed.

3. Chairperson Montes De Oca asked whether there were any comments or questions from those in attendance from the Public. There were none.
4. Chairperson Montes De Oca asked TRC Members to disclose for the record whether they had spoken to anyone regarding the Application or visited the site. He disclosed he had discussed the project with Mr. Omar Cedeno, Plant Manager at Boral Roofing LLC.
5. A motion was offered by Public Works Director Allen to approve Site Plan Review Application No. 20-002-TRC, regarding the addition of overflow employee parking and material storage for Boral Roofing LLC, on 3.153 vacant acres located at 858 Northeast 12th Street, Lot 3, CITY OF OKEECHOBEE COMMERCE CENTER, as recorded in Plat Book 7, Page 10, Public Records of Okeechobee County with the following contingencies; submit site grading plan, submit site striping plan and include ADA compliancy and crosswalks, submit asphalt and drainage plans submit storm water calculations; seconded by Police Chief Peterson.
  - a) The Committee offered no further discussion.
  - b) **Chairperson Montes De Oca, Public Works Director Allen, Building Official Newell, Police Chief Peterson, and Fire Chief Smith voted: Aye. Nays: none. Motion Carried.**

VI. There being no further items on the agenda, Chairperson Montes De Oca adjourned the meeting at 10:16 A.M.

Please take note and be advised that any person desiring to appeal any decision made by the Technical Review Committee with respect to any matter considered at this proceeding, such interested person will need a record of the proceedings, and for such purpose may need to ensure a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. General Service's media are for the sole purpose of backup for official records of the Department.

**Marcos Montes De Oca, Chairperson**



**ATTEST:**

**Patty M. Burnette, Secretary**

