



**MINUTES OF THE
TECHNICAL REVIEW COMMITTEE
THURSDAY, SEPTEMBER 19, 2019, 10:00 A.M.
CITY OF OKEECHOBEE
55 Southeast 3rd Avenue
Okeechobee, Florida 34974**

I. CALL TO ORDER – Chairperson

The September 19, 2019, Technical Review Committee (TRC) meeting was called to order at 10:00 a.m. by Chairperson Montes De Oca.

II. STAFF ATTENDANCE – Secretary

Voting Members:

City Administrator Marcos Montes De Oca – Present
Building Official Jeffery Newell – Present
Fire Chief Herb Smith – Present
Police Chief Robert Peterson – Absent (Major Donald Hagan in attendance)
Public Works Director David Allen – Present

Non-Voting Ex-Officio Members:

City Attorney John R. Cook – Absent
City Planning Consultant Ben Smith – Absent (Attendance not requested)
City Civil Engineering Consultant – Attendance not requested
County Environmental Health Department Victor Faconti – Present
OUA Executive Director John Hayford – Absent (with consent)
School District Representative – Absent
Committee Secretary Patty Burnette – Present (Ms. Jackie Dunham, General Services Secretary, in attendance as well)

III. AGENDA – Chairperson

Chairperson Montes De Oca asked whether there were any requests for the addition, deferral or withdrawal of items on today's Agenda. There being none the Agenda stands as published.

IV. MINUTES – Secretary

Building Official Newell moved to dispense with the reading and approve the Minutes for the regular meeting held June 20, 2019; seconded by Public Works Director Allen.
Motion carried unanimously.

V. NEW BUSINESS – Secretary

A. Site Plan Review Application No. 19-004-TRC, construction of a proposed 41 square feet by 468 square feet roof extension for south side of existing building located at 1289 Northeast 9th Avenue, Lot 7, CITY OF OKEECHOBEE COMMERCE CENTER, as recorded in Plat Book 7, Page 10, Public Records of Okeechobee County – City Administrator.

Chairperson Montes De Oca explained a Planning Staff Report was not required for this application. 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

V. NEW BUSINESS CONTINUED.

A. Site Plan Review Application No. 19-004-TRC continued.

from the Technical Review Committee (TRC) for any improvements or additional structures to the property. The Applicant, Boral Roofing LLC, simply wishes to add a roof extension to the south side of an existing building. The structure will have sides with an open front that will help to keep the product and employees out of the elements during loading and unloading. The structure will be constructed of pre-engineered metal and contain lighting.

Mr. Frank Pierce, General Contractor for the project, was present for any questions. There were none. OUA Executive Director Hayford was not in attendance but submitted written comments of no objection.

Chairperson Montes De Oca asked whether there were any comments or questions from those in attendance from the Public. There were none.

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 then disclosed he discussed the project with Mr. Pierce.

A motion and a second was offered by Public Works Director Allen and Building Official Newell to approve Site Plan Review Application No. 19-004-TRC, construction of a proposed 41 square feet by 468 square feet roof extension for south side of existing building located at 1289 Northeast 9th Avenue, Lot 7, CITY OF OKEECHOBEE COMMERCE CENTER, as recorded in Plat Book 7, Page 10, Public Records of Okeechobee County.

Motion carried unanimously.

VI. ADJOURNMENT – Chairperson.

There being no further items on the Agenda, Chairperson Montes De Oca adjourned the Technical Review Committee meeting at 10:03 a.m.

PLEASE TAKE NOTICE 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
Secretary**



ATTEST:

Patty M. Burnette,