



# MEMORANDUM

Lake County Board of County Commissioners • Dept. of Public Works • Engineering/Right of Way  
350 N. Sinclair Ave., Tavares, FL 32778 • www.lakecountyfl.gov

**To:**

Jeff Johnson, Roads Superintendent, Public Works  
Seth Lynch, Development Engineer, Public Works  
Jordan Salinger, Operations Director, Public Works  
Karl Bursa, Operations Manager, Public Works  
Mike Fitzgerald, Director, Office of Planning and Zoning  
Janie Barrón, Planning Manager, Office of Planning and Zoning  
Michael Vitta, Division Chief/Fire Marshal (Fire)

**From:** Eric White, Right of Way/GIS Analyst *EW*

**Date:** August 18, 2025

**Subject:** Proposed Vacation Petition #1302

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Attached is some preliminary information on the above-mentioned Vacation Petition that has been received and is being processed. Please review and provide any preliminary comments or concerns. Thanks!

- 1) The request is to vacate a portion of a deeded drainage easement, Ditch "A", as recorded in OR Book 160 Pages 55 & 56 of the public records, located east of the County Road 33 right-of-way line.
- 2) The easement to be vacated is located east of County Road 33 and north of Manor Oaks Court, within Section 22, Township 20 South, Range 24 East. This is within the Leesburg City limits. Commissioner District 3.
- 3) The application has been signed by Brian Kittle, registered agent, Meritage Homes, (Owners AK 3814748), represented by Lee Susewitt, Meritage Homes. Letters of support are not required as the area to be vacated does not provide primary or secondary access to surrounding properties.
- 4) The purpose of the vacation request is to facilitate the development of the Manor Oaks Subdivision as shown on the attached Manor Oaks Construction Plan.
- 5) Drainage is to be rerouted through an easement dedication shown on the attached Manor Oaks Construction Plan.

See Attached maps – Preliminary Vacation Overview Map, Location Map, Manor Oaks Construction Plan.

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