



WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
March 3, 2021

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, March 3, 2021 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Steve Pash called the meeting to order at 9:30 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Chairman/Community Development Director Steve Pash, City Engineer Jim Monahan, Building Official Skip Nemecek and Assistant City Manager for Public Services Jon Williams.

Others: Kurt Ardaman, City Attorney; Dan Langley, Assistant City Attorney; Art Miller, City Engineering Consultant; Rob Heaviside, Senior Engineer; Kelly Carson, Urban Designer; Shane Friedman, Senior Planner, Chad Morrill, IT Director; David Livingston, Senior Systems Administrator and Edlyn Gonzalez, CSR.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on February 17, 2021.

Motion by City Assistant City Manager for Public Services, Williams to approve the above minutes. Seconded by, Building Official Nemecek; the motion carried unanimously 4-0.

DRC BUSINESS

Agenda Item #3: 7WHSKRS Cat Rescue, Inc – Special Exception

Main Street S - 503

Karen Jewell

Karen H Jewell; applicant for the project was in attendance for discussion. The following items were reviewed and discussed:

City Staff inquired about the boarding capacity. Applicant clarified that there would be no more than 8-10 cats boarding at once for meet & greets with potential adopters.

Motion by City Engineer Monahan to place the Special Exception Permit on the next available Planning & Zoning Board agenda, provided the applicant resubmits revised plans addressing all City Staff conditions to the Planning & Zoning Department within 3 days following this meeting. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

Agenda Item #4: Duppenthaler Property – Rezoning

Winter Garden Vineland Rd – 721 & 3 more lots
Pulte Group

Christopher Cleary of Pulte Group; was in physical attendance for discussion. Aaron Struckmeyer and Shannon VanCleave of Pulte Group, and Bill Whitegon were in attendance via webinar for discussion. The following items were reviewed and discussed:

ENGINEERING

4. **What uses are planned for the Future Development Tract A? This tract shall participate in the maintenance of the stormwater system since it will also be served by it.** City staff reiterated that the intended use of Tract-A must be specified as it will all be included under the same Planned Development. The City will not split the property without rezoning first.
5. **Tract C Conservation Area appears to be a Karst feature – provide geotechnical study showing limits of confining layer, etc.** Applicant acknowledged.
13. **Drainage methodology and preliminary calculations shall be submitted with the next submittal. Potential adverse impacts to surrounding properties shall be avoided.** Applicant is to supply preliminary calculations with the response to comments submittal.

PLANNING

18. **The PUD cannot have a Tract A that is describing ingress/egress onto Roper and Winter Garden Vineland Road for a future project, and access to stormwater use for Tracts SMA 1 and Tract SMA 2 inside the boundary of the PUD project, but then not provide any proposed uses or site plan design that shows how the future development will affect property owners within the PUD.** Applicant acknowledged.
22. **Water areas including wet bottom retention areas which are aesthetically and functionally designed for active or passive recreational use, wetland areas, and dry retention areas may be considered to partially fulfill open space requirements. The 9.19 acres of total open space proposed is entirely made up of the conservation and stormwater tracts. With half of the proposed 9.19 acres, a little over 4 acres in Tract C**

and Tract SMA 4, serving only half of the residents. Why can't the PUD be designed in way that the open space benefits the majority of the proposed residences? An offline meeting will be scheduled for discussion.

30. Many of the proposed elevations are lacking proper fenestration, particularly the two-story models, and an overabundance of garage doors. Furthermore, the garage doors should be set back a minimum 5 feet from the façade and not the porch. Staff recommends having an off-site meeting to discuss the proposed elevations. Some of the submitted models will not be approved and others will need to be modified. An offline meeting will be scheduled for discussion.

31. There needs to be a greater lot mixture within the subdivision and within the blocks. An offline meeting will be scheduled for discussion.

City Staff advised that OCPS applications are required for capacity determination and will need to be provided.

Motion by City Engineer Monahan to have the applicant revise & resubmit the Planned Unit Development for another full DRC review cycle pending an offline meeting. Assistant City Manager for Public Services, Williams, seconded; the motion carried unanimously 4-0.

Agenda Item #5: Lakeview Village Estates – Planned Unit Development

Lakeview Avenue S – 616, 620, 628 & 634
Florida Engineering Group, Inc.

Chuck Piper of Lakeview Village LLC, Bill Hockensmith of Florida Engineering Group and Carl Jacobs of Element Home Builders; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

5. Typical Section per Code: Right-of-way width shall be a minimum of 50 feet with minimum roadway pavement width of 24' as required by City Code (12' minimum each lane); 16' minimum lane width for any divided portion (additional width may be required if parking is allowed); 18" of clean fill with no more than 5% passing a #200 sieve required under the 12" thick stabilized subbase; 98% density required on all compaction; 2" minimum asphalt thickness; 10" minimum soil cement or crushed concrete base thickness; minimum 24" wide concrete curb and gutter required (or Miami curb); 5' wide concrete sidewalks required on both sides of street; minimum 10' wide drainage, utility and sidewalk encroachment easements required adjacent to all rights-of-way. All construction shall meet City of Winter Garden requirements for drainage, roadways and utilities(see City Standard Details available on-line at cwqdn.com). An offline meeting will be scheduled to discuss right-of-way width.

Assistant City Manager for Public Services, Williams, exited the meeting at 9:49am

PLANNING

- 17. REPEAT COMMENT: The proposed density is now 5.5 du/ac, which is at the top of the Low Density Residential FLU limit. Based on the plans submitted and the density of the surrounding development, this number may need to decrease. Furthermore, based on the cottage community concept that was the basis of this design, the tighter layouts of the units are always offset by adjacent open spaces, so the neighborhood does not feel cramped.** An offline meeting will be scheduled to discuss density.
- 23. Please provide the latest elevations of the townhomes and single-family houses for review. We need to review the revised elevations before this site plan can be resubmitted.** Applicant acknowledged.

City Staff advised that OCPS applications are required for capacity determination and will need to be provided.

Motion by Community Development Director Pash to have the applicant revise and resubmit the Planned Unit Development for another full DRC review cycle pending an offline meeting. City Engineer, Monahan, seconded; the motion carried unanimously 3-0.

Assistant City Manager for Public Services Williams left the meeting at 9:49am

Agenda Item #6: Pet Suites Winter Garden – Site Plan

Colonial Drive W - 12100
Kimley-Horn & Associates

Tyler Suddeth of Kimley-Horn in physical attendance and Keith Demchinski of TM Crowley & Associates in virtual attendance; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

- 4. Sheet C4.0 – Site Plan:**
- b. The two parking spaces directly behind the relocated dumpster need to be striped-out to provide sufficient back up room for solid waste trucks.** City Staff clarified that they prefer the two parking spaces be eliminated in order to provide sufficient room for solid waste trucks. Applicant acknowledged.
- 5. Sheet C5.0 – Paving, Grading & Drainage Plan:**
- a. Thermoplastic (HDPE) pipe is shown on the plan which is not allowed (see below). Thermoplastic pipe shall meet all City material and installation requirements as specified in the City’s Standards & Specifications including Class I bedding, HP polypropylene pipe (not HDPE; N12), laser profiling, installation per ASTM D2321, etc. (see under on-line forms on website).** Applicant acknowledged, and will include a note on the plans for the contractor.

PLANNING COMMENTS

16. Landscape: The landscape buffers shall adhere to the requirements of code Chapter 118, Article X:

- b. If you are using existing vegetation to meet side landscape buffer requirements, then you must clarify how these requirements are being met. For instance, on the west side of the site next to the parking area, there does not appear to be existing trees to meet the tree requirements per code.** Applicant acknowledged.
- c. There is no side landscape buffer shown adjacent to the new “play area”.** The City will work with the applicant on this buffer, as the property is adjacent to SR 429 & FDOT ponds.

17. Please provide more information about the proposed “play area”. Is it enclosed? Open with a roof structure? Completely open? Will there be fencing? What type? What other design features are provided? Can you provide elevations? Applicant clarified the play area has a turf surface and is enclosed with a vinyl fence. Applicant stated the play area has underdrains, which drain to a storm water pond. City Staff expressed concern regarding solid waste draining into the storm water pond, but the applicant explained that all solid waste is collected rather than rinsed off. Applicant also clarified that non-solid waste is cleaned daily with environmentally friendly cleaners and most of it is infiltrated into the ground given that the underdrains are set above subgrade. City Staff requested that all drain systems be labelled on the resubmittal along with a written response to comments clarifying the frequency of solid waste collection.

19. What is the “wetland line” based on? It seems unusually angular. Did you perform a wetland survey? If so, please submit the survey & report for review. Applicant confirmed they performed a wetland survey, and will submit documentation to the City.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for staff review. Building Official Nemecek, seconded; the motion carried unanimously 3-0.

Agenda Item #7: Lake Luntz Substation Expansion – Site Plan

Stoneybrook West Parkway
Poulos & Bennett, LLC

John Omana and Rafael Arosemena of Poulos and Bennett and Michael Holdsworth of Duke Energy; applicants for the project were in virtual attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

- 7. Permits or exemptions shall be provided from SJRWMD for stormwater and FDEP for NPDES NOI.** Applicant asked for clarification on time of submittal for the permits listed.

City Staff clarified the SJRWMD permits are required prior to starting work, and the NPDES NOI are normally requested at the pre-construction meeting.

PLANNING COMMENTS

- 8. Does the proposed unmanned Control Equipment Enclosure (C.E.E.) have the same façade as the brick wall? If the C.E.E. does not have the same brick façade then it defeats the purpose of the screening wall. Please provide elevations showing the façade of the C.E.E. matches the wall.** Applicant confirmed the same brick façade, and will provide elevations.

Motion by City Engineer Monahan to have the applicant revise & resubmit the Site Plan for staff review. Building Official Nemecek, seconded; the motion carried unanimously 3-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:09 a.m. by Chairman/Community Development Director Steve Pash.

ATTEST:

APPROVED:

/S/

DRC Recording Secretary, Edlyn Gonzalez

/S/

Kelly Carson *on behalf of,*
Chairman, Steve Pash