



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
May 13, 2020**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met by **remote electronic attendance** on Wednesday, May 13, 2020 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Steve Pash called the meeting to order at 9:34 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: City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, City Engineering Consultant Art Miller, City Development Consultant Ed Williams, Urban Designer Kelly Carson, Senior Planner Shane Friedman, Planner I Soraya Karimi and Customer Service Representatives Colene Rivera and Edlyn Gonzalez with IT support from Chad Morrill, Director of IT .

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz.

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on April 22, 2020.

Motion by 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: WS-2 A Found Life – PUD REZONING

Plant Street W - 1001

Dave Schmitt Engineering, Inc.

Dave Schmitt of Dave Schmitt Engineering, Inc. and Scott Ryan of Whitestone; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

1. **There exists a +20' wide drainage easement along the west side of the property that has been shown (as recorded in O.R. Book 5576, pages 4588-4593 of the Public Records of Orange County, FL). Buildings or other improvements shall not encroach on this easement. It appears the proposed ACLF pavement may encroach into the easement.**

Discussed open ditch on site – need details and specifics for the drainage. Applicants discussed possibility of altering location to the east. Applicants will review options.

3. **The new east-west road alignment shown shall be constructed by the development as part of the platting process, including dedication of right-of-way (50' minimum) per Code.**

Revise the typical roadway section per City Standards: 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 (no limerock); 6" underdrains each side; 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 cwgdn.com). Discussed the 50 feet width minimum roadway pavement. Determined that 2" asphalt thickness is required and confirmed no limerick. Applicants acknowledged and stated they would adjust in resubmittal these comments.

PLANNING

26. Traffic:

- a. **Development of the roadway connecting Tildenville School Road to Lakeview Road will be the responsibility of the developer.** Applicants inquired about extension on Tildenville School Road. City staff advised to discuss this during an off-line meeting to be scheduled at a future date.
- c. **Repeat comment: A gymatorium by definition will be used as an auditorium as well. What is the seating capacity being requested by the applicant? Seating must be established in order to provide proper parking capacity just like the church.** This comment was discussed. Staff stated applicants will need to provide existing and proposed seating capacity and parking capacity details.

27. Buildings:

- b. **Repeat comment: What are the heights of all the buildings proposed?** Applicant

will need to provide building height details in resubmittal.

City staff explained that applicants will need to provide architectural esthetic guidelines, 4 color elevations or photo samples, seating capacity, existing square footage and proposed expansion square footage, building height details for development of this project's PUD. Applicants expressed concerns about staff comments expanding on this report verses prior staff report. Chairman explained that as project submittals are reviewed, there could be more details and comments as a result of each submittal review. Applicants will need to address each comment in resubmittal.

Applicants inquired about next steps of this project? Chairman explained there will be a motion and review. Applicants will need to meet with staff in an off-line meeting to discuss these details for the overall project. Applicants acknowledged the process for project reviews and approvals.

Motion by City Engineer Monahan to have the applicants revise and resubmit the Planned Unit Development pending side bar face –to-face meeting for staff review only. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:00 a.m. by Chairman/ Community Development Director Steve Pash.

DISCUSSION ONLY

Agenda Item #4: Daniels Road Medical Office – PROJECT FEASIBILITY

Daniels Road – parcel ID 26-22-27-0000-00-062

AARR Florida Investments, LLC

Allen Lane of CPH Corp, David Lamm and Michelle Tanner of CPH Corp; applicants for the project were in attendance for discussion only.

Agenda Item #5: Winter Garden Soccer – PROJECT FEASIBILITY

Story Road E - 710

Cycorp Engineering

Kim Fischer of Cycop Engineers, Keith Trace and Dan O'Keefe; applicants for the project were in attendance for discussion only.

APPROVED:

ATTEST:

/S/

/S/

Chairman, Steve Pash

DRC Recording Secretary, Colene Rivera