



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
September 1, 2021**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, September 1, 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: Dan Langley, Assistant City Attorney; Art Miller, City Engineering Consultant; Rob Heaviside, Senior Engineer; Kelly Carson, Urban Designer; Shane Friedman, Senior Planner; Jordan Kowalchik, Planner I and Edlyn Gonzalez, Recording Secretary.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on August 18, 2021.

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: 229 N Highland Ave – Lot Split

Highland Avenue N - 229

Investor Nation & WBRE Investments

Ryan Hinricher of Investor Nation & Will Bland of WBRE Investments Inc; representatives for the project, attended for discussion. The following items were reviewed and discussed:

Engineering Comments

- 2. The survey shows existing overhead utility lines that serve the site. There may be easements associated with these utilities that may need to be vacated or relocated. The Applicant will be responsible for any costs associated with vacating, abandoning, or relocating these utilities**

and/or easements. All lots shall be connected to City water and sewer and reclaim (when available). All new utilities (power, cable, telephone, etc.) serving new construction shall be underground per Code (Section 18-33). Staff confirmed they want to see details of underground utilities for the new structure and details of overhead utilities serving the existing lot.

4. A Utility Plan has been provided showing how the sanitary sewer for Parcel 2 will be accomplished that includes a pump system and a proposed utility easement across Parcel 1 for the force main. The utility easement shown shall be recorded as a condition of approving the lot split. Note that a permanent generator is specified and required for this installation.

Applicant received clarification on the requirements and will discuss with staff offline regarding locations to run utility service.

City Attorney Comments

1. The applicant has not complied with the requirements set forth in Sec. 110-96(b), City Code. A description of all utilities and abutting land owners is required. Further, we have not been provided with the required title opinion from a licensed attorney or title certificate from a title company certified to the city showing the ownership, easement(s), mortgage(s), and other liens and/or encumbrances information for the existing lot. Applicant received clarification on the requested details.
3. If any utility or drainage easements are being required along the new lot lines, the applicant will need to execute and record a utility and/or drainage easement in a form acceptable to the City. Staff reiterated that a separate document will be requested if an easement will be required along the new lot.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Lot Split for staff review. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

DISCUSSION ONLY

Agenda Item #4: Westside Station – Project Feasibility

Colonial Drive W – 12623
Exchange Place

Jacob Sims of A Civil Design Group & Sharon and Darand Williams of the Exchange Place; representatives for the project attended for discussion only.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:36 a.m. by Chairman/Community Development Director Steve Pash.

ATTEST:

APPROVED:

/S/

DRC Recording Secretary, Colene Rivera

/S/

Chairman, Steve Pash