

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
NOVEMBER 09, 2011**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, November 09, 2011 in the City Hall 3rd Floor Conference Room.

CALL TO ORDER

Chairman/Community Development Director Williams called the meeting to order at 9:00 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Community Development Director Ed Williams, City Engineer Art Miller, Economic Development Director Tanja Gerhartz, Assistant to the City Manager for Public Services Don Cochran, and Building Official Harold (Skip) Lukert.

Others: City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Assistant City Engineer Nicolle Van Valkenburg, Senior Planner Laura Smith, Senior Planner Steve Pash, Planner I Alejandra Fazekas, and Planning Technician Lorena Blankenship.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held October 12, 2011.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Lukert, the motion carried unanimously 5-0.

Approval of minutes from regular meeting held October 19, 2011.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Lukert, the motion carried unanimously 5-0.

DRC Business

2. Villas at Tucker Oaks, PUD Amendment & Final Plat

David DeFilippo, David Kelly, Patrik Ozim, David Moss, and Ralph Spano, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the November 07, 2011 memorandum from the Development Review Committee were acknowledged and addressed. Discussion took place regarding **Final Plat Engineering comment # 7:** *Plat Note #10 and Dedication: More description is needed concerning the dedication of Utility Easements to the City. The drinking water system in this development is privately owned and maintained downstream of the Master Meter on SR 50 and is not maintained by the City. We also need to discuss maintenance of the sanitary sewer system (public or private?). Based on the Applicant's response, the Master Water Meter will be maintained, with the townhomes being sub-metered and billed individually by the condominium association.* City Engineer Miller stated that more clarification is needed on the plat utility easements notes in regards to the sewer system, that the water system is not included under city maintenance and the utility easements are only for city's maintenance of sanitary system. Discussion took place regarding **Final Plat Engineering comment # 8:** *As discussed at the DRC meeting, 5' wide utility and drainage easements shall be provided between all buildings (show graphically on plat).* Discussion took place regarding **Final Plat Engineering comment # 9:** *The lot numbers on the final plat and on the signed and sealed lot grading plan shall be consistent.*

Motion by City Engineer Art Miller to have the applicant revise and resubmit the Final Plat and PUD Amendment addressing all City Staff conditions (see attached) by Friday November 11, 2011, if satisfactory to City Staff, the item may be place on the next available Planning and Zoning Board agenda meeting. Seconded by Building Official Lukert, the motion carried unanimously 5-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:04 a.m.

APPROVED:

ATTEST:

Chairman Ed Williams

Planning Technician Lorena Blankenship