

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
DECEMBER 07, 2011**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, December 07, 2011 in the City Hall 3rd Floor Conference Room.

CALL TO ORDER

Chairman/Community Development Director Ed 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 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 Steve Pash, Senior Planner Laura Smith, Planner I Alejandra Fazekas, and Planning Technician Lorena Blankenship.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held November 16, 2011.

Motion by Assistant to City Manager for Public Services Don Cochran to approve the above minutes. Seconded by Building Official Lukert, the motion carried unanimously 5-0.

DRC Business

2. Precision Contracting Services, 1103 Crown Park Circle – Site Plan

Majid Kalajhdin, Randy Brooks, and Greg Roebuck, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the December 02, 2011 memorandum from the Development Review Committee were acknowledged and addressed.

Discussion took place regarding **Engineering comment # 3:** *Drainage: The swale along the north property line, within the 20' drainage easement, does not appear to be deep enough to contain the runoff from the flumes discharging to it. This area is also shown to have live oaks planted over the existing 18" storm pipe that is within the easement. Design Engineer to address by adding inlets or directing this runoff to a different discharge point into the pond. The 20' wide drainage easement along the north side of the parcel shall be accommodated with any development and will need approval from the Property Owners Association for any encroachment.* Discussion took place regarding **Planning comment # 1:** *Area on the west side of the structure has not specified the use on the site development plan (C101). Clarify if is for additional parking, area for trucks to maneuver or for temporary equipment. For any outside display or storage area shall have an opaque screen on all sides in order to avoid any deleterious impact on adjacent properties.* Applicant explained that they have pick-up trucks and reels trailers moving in and out of the site. The applicant was required to identify in the plans the location of the outside storage area. Discussion took place regarding **Planning comment # 2:** *Numbered parking spaces and square footage of each site area are not shown on the site development plan (C101). Provide a table listing all site areas with the square footage such as office, warehousing, parking, non-parking paving area, loading area, landscaping, etc.* Discussion took place regarding **Fire Department comment # 2:** *Fire Department Connections shall be a minimum of 40 ft. off the building. Fire Hydrants shall be no more than 150 ft. away from Fire Dept. Connections. Both FDC's and hydrants shall be on the same side of the road or driveway. FDC's shall be stand-alone off the backflow.* The applicant was advised to contact the Fire Department for additional clarification on subject comment.

Motion by City Engineer Art Miller to have the applicant submit revised plans addressing all City Staff conditions (see attached); if satisfactory to City Staff, the item can be placed on the next available City Commission meeting. Seconded by Economic Development Director Tanja Gerhartz, the motion carried unanimously 5-0.

3. Grace Church of Orlando, 13036 Roper Road, Rezoning

Selby Weeks, applicant for the project was in attendance to discuss the Development Review Committee comments.

Community Development Director Ed Williams explained that this rezoning is presented before the Development Review Committee because of the environmental sensitivity of the site. Comments included in the December 05, 2011 memorandum from the Development Review Committee were acknowledged and addressed. Discussion took

place in regards to **Planning Comment # 3:** *The Grace Church property contains approximately 15.38± acres identified as uplands and approximately 24.91± acres identified as jurisdictional wetlands, though the entire 40.29 ± acres will be considered for rezoning, future development will be restricted to the greatest extent possible to preserve the wetlands.* Intensive Discussion took place in regards to **Planning Comment # 4:** *Prior to any development on the subject property, wetland determination by Saint John's River Water Management District and the City will be required.* Applicant stated that they can have their environmental consultant flag the property to identify the wetland lines. City Engineer Art Miller emphasized on **Engineering comment # 2:** *Right-of-way of a minimum of 30 ft south of the centerline of Roper Road must be dedicated to the City.*

Action was not taken regarding the subject item, but the applicant was informed regarding the City's concerns, which will be taken into consideration at the time of the Site Plan review. The applicant was also required to submit the Wetland determination.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:32

APPROVED:

ATTEST:

Chairman Ed Williams

Planning Technician Lorena Blankenship