



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
JANUARY 18, 2012**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, January 18, 2012 in the City Hall 3<sup>rd</sup> 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 the City Manager for Public Services Don Cochran, and Building Official Harold (Skip) Lukert.

**Others:** City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Senior Planner Steve Pash, Senior Planner Laura Smith, Planner I Alejandra Fazekas, Planning Technician Lorena Blankenship, and Customer Service Representative Colene Rivera.

**APPROVAL OF MINUTES**

**1. Agenda Item #3:**

Approval of minutes from regular meeting held January 11, 2012.

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

**DRC Business**

**2. Agenda Item #4:**

**Avalon Reserve Townhomes LLC, (Avalon reserve – Village 1) Construction Plans**

Jeff Sedloff, Randy June, Jimmy Dunn and Colby Franks, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the January 18, 2012 memorandum from the Development Review Committee were acknowledged and addressed.

Discussion took place regarding the following items:

**Engineering comment # 3:** *Sheet 3: Provide detail for walking path shown around Tract A. As discussed, Applicant will provide a detail for a permanent walking surface (concrete, asphalt, etc.) for the path. This will be in conjunction with Engineering comment #10, increasing the berm top width to 10 feet.* **Engineering comment # 8:** *Sheet 5: Center the outfall pipe in the offsite drainage easement (across the church property) and provide erosion protection at the MES spreader swale (fabriform, etc.). The off-site drainage easement through the Church tract is noted; recorded easement shall be provided prior to final plat recording. As discussed, Design Engineer will revise the plans to show the pipe centered within the easement, and will provide erosion protection acceptable to the City at the spreader swale.* **Engineering comment # 9:** *Sheets 8-10b, Plan and Profile Sheets: Label all streets and proposed improvements (top, invert, etc.) and provide key legend. Acknowledged by Design Engineer.* **Engineering comment # 14:** *The utility plan shall include installation of the 18” sanitary force main, 12” water main and 12” reuse main along Avalon Road per the previous pre-plat approval. City will pay upsizing cost per a developer’s agreement. All utilities shall be set back in the R/W to prevent relocation when Avalon Road is widened. As discussed, the 12” reuse main is no longer needed due to the Conserv II agreement and Engineering comment #5 requiring connection to the Conserv II reuse line on the east side of Avalon Road. Staff will work with the Design Engineer to coordinate the force main and water main improvements to be constructed with this project.* **Planning comment #21:** *Sheet 3: The wall along the south property line shall be a brick wall consistent with the wall along C.R. 545 (Avalon Road), not a pre-fabricated wall. Applicant/Design Engineer to provide specific details to the Planning Department on the wall to be installed.*

*Motion by City Engineer Miller to have the applicant revise and resubmit the Construction Plans addressing all City Staff conditions (see attached) for another full DRC review cycle. Seconded by Building Official Lukert, the motion carried unanimously 5-0.*

3. **Agenda Item #5:**  
**Heller Bros Packing Corp – Plant Modification , 306 9<sup>th</sup> Street, Site Plan**

Don Barwick, Jerry Peeler, Lance Bennett and Randy Bumbaldugh, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the January 13, 2012 memorandum from the Development Review Committee were acknowledged and addressed.

Discussion took place regarding the following items:

(As stated by the Design Engineer, the Engineering comments have been discussed previously with City Engineer Miller in a meeting held on 1/17/12 at the Heller Brothers office.)

**Planning comment # 18:** *One of the ingress/egress points located on East Smith Street is shown as “closed.” Will the access point be removed entirely or will it be blocked to prevent use? As discussed, the existing driveway will be removed.* **Planning comment #**

**19:** Provide a landscape plan showing the location of all existing and proposed landscape (trees, plant material, shrubs, ground cover, etc.). As discussed, the Applicant will provide a landscape plan focused on the southeast corner of the site along Ninth Street and Smith Street. **Planning comment # 21:** Notes providing City Code references on sheet 3 of proposed site plan should include site specific data. Applicant will provide with re-submittal. **Planning comment # 22:** Provide dimensional data for all existing structures located on the site. Applicant will provide with re-submittal. **Building comment # 23:** Any water supply issues related to the fire sprinkler system must be resolved prior to approving construction. City Staff explained that a water main upgrade was underway along Story Road which should increase flows to the site. Staff also recommended the Design Team obtain the City's water system model from CPH Engineers. It might be possible to upsize the existing 6" and 10" water mains on Ninth Street to a 12" main and increase flows to the site and either reduce the size of the fire water storage tank or delete it altogether. If that is the case, Public Services Director Cochran stated that the City might be agreeable to a cost share on the line upsizing.

*Motion by City Engineer Miller to have the applicant revise and resubmit the Site Plan addressing all City Staff conditions (see attached) for another full DRC review cycle. Seconded by Assistant to City Manager for Public Services Don Cochran, the motion carried unanimously 5-0.*

4. **Agenda Item #6:**  
**Playtime Storage, LLC, 910 Carter Road, Extension of Permit Expiration**

General discussion took place among the Committee members in regards to the applicant's request for extension of Site Plan and Special Exception Permit previously approved.

*Motion by City Engineer Miller to recommend that the City Commission approve the extension of the Site Plan approval, with all previous conditions, pending resolution of the Special Exception Permit extension being reviewed by the City Attorney. Seconded by Building Official Lukert, the motion carried unanimously 5-0.*

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 10:01 a.m.

**APPROVED:**

**ATTEST:**

---

**Chairman Ed Williams**

---

**Customer Service Rep Colene Rivera**