



WINTER GARDEN

CITY OF WINTER GARDEN DEVELOPMENT REVIEW COMMITTEE MINUTES February 13, 2013

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, February 13, 2013 in the City Hall Commission Chambers.

CALL TO ORDER

Chairman/Community Development Director Ed Williams called the meeting to order at 10:00 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Community Development Director Ed Williams, City Engineer Art Miller, Building Official Harold (Skip) Lukert, Mike Kelley (Representative for Assistant City Manager for Public Services Don Cochran)

Others: City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Senior Planner Steve Pash, Senior Planner Laura Smith, and Customer Service Representative Colene Rivera.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz and Assistant City Manager for Public Services Don Cochran

APPROVAL OF MINUTES

Agenda Item #3:

Approval of minutes from regular meeting held on January 31, 2012.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Lukert, the motion carried unanimously 4-0.

10:01 am Break in meeting
10:03 am Meeting resumed

DRC BUSINESS

Agenda Item #4: Waterside on Johns Lake – Phase II – PRELIMINARY PLAT APPROVAL

(f/k/a McKinnon UVPUD)

Marsh Road - 17001

Waterside at Johns Lake, LLC

Tom Sullivan of LDDKR and Scott Stearns of Bowyer-Singleton, applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

PLANNING

2. **A Developers Agreement addressing the phasing, utilities and other commitments of the development's master plan shall be approved by the City Commission and recorded prior to the issuance of any site or building permits. City staff will draft the D.A. that shall include, but not be limited to the following: project phasing, potable water, sewer and reclaimed water utilities extension and oversizing requirements, location of reuse and potable water pumping stations/storage tanks, right-of-way improvements and conveyances, other off-site public infrastructure improvements, lift station, transportation/roadway system, impact fees, and adherence to all City Codes and Standards etc.** Applicants are requesting a side bar meeting as a working session with staff to discuss timeline items for the Developer's Agreement now that applicants have the CPH Study, which will be submitted to the City.
3. **Environmental Due Diligence report identified the need to have a 100% survey of suitable gopher tortoise habitat by a FWC authorized Gopher Tortoise Agent. Has this survey been conducted since the Environmental Due Diligence Report was generated in August 2012?** Applicants will get a copy of this report to staff along with the sand skink clearance letter.
4. **Environmental Lead Assessment identifies the need to excavate the contaminated area and dispose of off-site. All clean-up of the lead affected soils must be completed prior to issuance of any permits.** Staff confirmed that they have a copy of this report for Phase II.
6. **All 55' wide lots are shown with 20' front yard setbacks, however the front setback of 20' will only be allowed in the case of side entry garage or recessed garage. Will all of the 55' wide lots contain side entry or recessed garages?** Staff clarified this comment and reviewed with applicants that some of the lots will have a 25' set back.
7. **Lot width is measured at the front building setback line and does not include any portion of the paved alley or ROW. Please review the following lots for compliance with minimum lot size and identify lot width on Preliminary Plat for all lots: 30, 291, 285, 243, 246, 252, 255, 261, 270, 166, 167, 125, 119, 137, 107, 83, 77, 95, & 96.** As requested by staff, applicants will redraw plans to have alleys on separate track which will adjust the lot measurements. Discussed lot 30 and asked applicants to review their measurements on this lot.
9. **Areas identified as parks and calculated as passive parks in the site data on sheet 4 must comply with Wekiva Study Area Open Space requirements- Wekiva Study Area**

Open Space shall not include setback areas, private yards, street right of way, parking lots, impervious surfaces or active recreation areas. Staff clarified this comment. Applicants will clarify plans to include a percentage of impervious area on plans.

ENGINEERING

4. **Granny Flats (Note 9 on Sheet 4): Provide more information. Additional water & sewer impact fees may be required for lots proposed to support Granny Flats.** Staff clarified this comment and directed applicants that they need to make a decision to propose this detail in the development.

5. **Williams/Marsh Road Intersection: Although not a part of this phase, the limited sight distance issue at this intersection may need some grading considerations with this phase.** Concern was discussed about traffic flow and sight distance for future traffic signal at this intersection. Applicants are in agreement about concern and will address potential grading of area during final construction plan process. Staff stated that the speed limit in the area will be adjusted accordingly as well.

7. **Ingress/Egress Easement: access to the “less out” parcels shall be provided as agreed upon between the parties and will be checked at final construction plan, and final plat reviews.** The comment was clarified and type of construction was discussed as well (concrete drive aprons, etc.).

10. **All proposed easements shall be 30’ minimum width for sanitary, water and storm; improvements shall be centered within the easement. Common areas not abutting right-of-way shall include a tract (not easement) for access and maintenance. Several of the drainage easements are shown to cut across building lots and may infringe on their buildable area; City does not recommend this.** Applicants will address and modify.

Applicants would like to sit down with staff to discuss and review sanitary, water and storm line locations prior to finalizing plans.

11. **Typical Sections (Sheet 11): The 50’ ROW Transition section only shows sidewalk on one side – please explain.** Applicants will have to get back to staff to clarify this on plans.

13. **Utilities: The City reviewed a draft master utilities plan dated June 2012, and met with the Design Engineers on 6/29/12. Provide updated master utilities plan for review by City Staff. As discussed on a preliminary basis, the project will need to install a minimum 16” water main, 12” sanitary force main, and a 12” reclaimed water main on Marsh Road (or equivalent alignment) to serve the development (along with future 500,000 gallon potable water storage/pumping facility and future 500,000 gallon reuse water storage/pumping facility). These lines will need to be extended to proposed or existing stub-outs from the Waterside development to the east, at the Developer’s expense. As the Design Engineers develop the master utility plan, provisions for the following may be necessary due to the size of the development and its location: reclaimed water pumping station and/or storage tank site; water plant and/or water storage tank/pumping facility; master lift station.** Applicants discussed that they have received the CPH Study and will submit to City Staff for review. After City review, applicants

want to sit down for a work session with staff to discuss.

14. **The Fire Department and City Manager need to review the plan for a possible future fire station site (i.e. response times).** This was discussed and comment included as a reminder to applicants and City for future discussion.

16. **Alleys: to be maintained by HOA; need to provide sufficient width between buildings for driveway/parking space (need 20' minimum driveway parking space from face of garage to 20' wide alley tract (16.5' shown) – 60' total between rear-to-rear of houses). Alley or Lane pavement width shall be 12' minimum, one-way only.** Applicants will address and include as a tract, not easement.

Also discussed were plans for installation of infrastructure such as utility lines, roundabout, sidewalks, etc. along Marsh Road. Staff discussed concern about large oak trees along Marsh Road with applicants and discussed that these trees need to remain – off-site utilities for Waterside Phase 1 (i.e. water main on south side of Marsh Road) will need to be directional drilled under the trees. Staff advised applicants that their development plan will have to accommodate accordingly.

Motion by City Engineer Miller to have the applicant revise and resubmit the preliminary plat for another full DRC review cycle. Building Official Lukert, seconded; the motion carried unanimously 4-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:38 a.m. by Chairman/Community Development Director Ed Williams

APPROVED:

ATTEST:



Chairman Ed Williams



Customer Service Rep Colene Rivera