



# WINTER GARDEN

## CITY OF WINTER GARDEN DEVELOPMENT REVIEW COMMITTEE MINUTES March 6, 2013

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, March 6, 2013 in the City Hall Commission Chambers.

### **CALL TO ORDER**

Chairman/Community Development Director Ed Williams called the meeting to order at 10:04 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, Economic Development Director Tanja Gerhartz and 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.

### **APPROVAL OF MINUTES**

#### **Agenda Item #3:**

Approval of minutes from regular meeting held on February 20, 2013.

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

(Assistant City Manager for Public Services Cochran was not present at meeting for this vote.)

10:04 am Break in meeting

10:05 am Meeting Resumed

### **DRC BUSINESS**

#### **Agenda Item #4: Avalon Reserve Village 1 – FINAL PLAT APPROVAL**

Avalon Road – 1400

June Engineering

Ben Snyder of Avalon Reserve and Jimmy Dunn of June Engineering, applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Discussion took place regarding storm water easement agreement, title work and joinder and consent.

City Engineer Miller will send a letter to the applicants regarding the commercial property to the south being allowed to connect to the City lift station on the Avalon Reserve project in the future.

## ENGINEERING

7. **A draft Right-of-Way maintenance agreement for landscaping, irrigation, medians, signs, retaining walls, etc. within City rights-of-way has been submitted for review and approval by the City Attorney prior to final plat approval (median at entrance, retaining wall between Lots 17 & 18 within Tract "E", etc.).** Clarification of comment was discussed and applicants understand that they will need to call out these items out in the Agreement.

*Assistant City Manager for Public Services Cochran arrived late at 10:09 am*

## CITY ATTORNEY

Discussion took place regarding storm water easement agreement, updated title work and joinder and consent with two mortgage companies for the plat and declaration.

Applicants informed staff that the City Attorney comments were going to be addressed and discussed that afternoon in a conference call between applicant's attorneys and the city attorneys.

*Motion by City Engineer Miller to recommend the revised Final Plat and additional information be placed on the next available City Commission agenda, provided the applicant resubmits revised information addressing all City Staff conditions to the Planning and Zoning Department within 3 days following this meeting (by noon on Monday, March 11, 2013) and assuming the City Attorney has approved any submitted additional materials. Building Official Lukert, seconded; the motion carried unanimously 5-0.*

10:15 am Break in meeting

10:16 am Meeting Resumed

## Agenda Item #5: Black Lake Preserve PUD – Rezoning PUD

14362 Siplin Road

Hanover Capital Partners, LLC

Ben Snyder of Hanover Capital and Major Stacy of B&S Engineer Consultants, applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

## ENGINEERING

2. **SunRidge Boulevard has been constructed with two lanes, to be expanded as designed, to four lanes. This project, along with others along this corridor shall be required to participate in the funding of the widening to four lanes.** Applicants inquired with the widening of SunRidge Boulevard were there any additional right of way needed from development? Staff stated that there would not be on SunRidge, but could be on Siplin.
5. **Location of the proposed entrance needs to be discussed and appears to be in conflict with the elementary school entrance. Divided entrance shall provide two 12 foot wide exiting lanes; minimum 16 foot wide entrance lane required.** Discussion took place and staff advised applicants to consider alternative entrance and secondary entrance to the development as well as connection point to future development in surrounding areas (west side).
6. **Provide environmental report addressing the existing wetlands on site.** Applicants will provide.
8. **Provide conceptual stormwater management plan, including pond outfalls, etc. Surrounding properties shall not be adversely impacted.** Discussion took place and applicants will provide more details.
9. **The plan shows a future right-of-way dedication of 30 feet on the north side: what is the purpose of this?** Applicants stated that this was for the right of way on Siplin, but may now be used as part of the required PUD buffer.
11. **What screening/buffering will be provided along the east and west sides of the project?** The applicants stated that they are planning to build a brick wall along north side of development and advised that they need to account for future development and need to create a buffer around the perimeter of development and landscape the area. Clarification was explained about buffer and setback requirements for PUD's.

*Economic Director Gerhartz left meeting at 10:21 am*

## PLANNING

26. **PUD Plan indicates minimum lot width of 70 feet, future submittals should include minimum lot depth, minimum overall lot size requirement and maximum building height proposed.** This comment was clarified to the applicants, advised to look at applicant's building footprint and see what works with their product. Need to also consider residents wanting to build pools, patios, screen enclosures, etc. and look at impervious area.
27. **There is no provision within the PUD proposal for how Common Open Space will be provided. Common Open Space must be addressed on the PUD Plan document. This property is located within the Resource Protection Overlay as defined by the City's Comprehensive Plan, and therefore must comply with the Wekiva Study Area Open Space requirements as defined by the City's Comprehensive Plan Policies 1-3.1.7 & 1-3.1.8, which requires that a minimum of 25% of the developable area be Wekiva Study Area Open Space. Wekiva Study Area (WSA) Open Space is land area that remains undisturbed or minimally disturbed such as trails and**

boardwalks, as part of a natural resource preserve or passive recreation area and includes land preserved for Conservation purposes. WSA Open Space may include dry retention, passive recreation, school playgrounds and buffers. Up to 50% of the WSA Open Space requirement may be met with dry stormwater retention areas. WSA Open Space shall not include setback areas, private yards, street right of way, parking lots, impervious surfaces or active recreation areas. This comment was clarified to the applicants.

*City Attorney Ardaman left meeting at 10:32 am*

28. Detail plan of parks, recreation areas, and pedestrian trail system should be provided which includes all proposed amenities and identifies active (e.g. playgrounds, pavilions) vs. passive (e.g. open fields) recreation areas. Applicants will come up with these details.
30. Development of the property requires compliance with school capacity & concurrency standards, future submittal should include statement of how school capacity & concurrency will be met for the development. This comment was clarified to the applicants.
34. Building elevations/renderings of proposed homes to be constructed within the proposed development provided show essentially two product types with little variation. In future submittal please provide detailed plan for how you will provide variation of product type and staggering of product type to prevent repetition. Additionally, building elevation/renderings should be in color. Applicants will submit
35. Provision for future cross access to property located to the west of the proposed development should be acknowledged and depicted in future submittals. Comment was discussed with applicants and explained that development will need to provide cross access of projects.

*Motion by City Engineer Miller to move to have the applicant revise and resubmit the PUD Rezoning and Future Land Use Map Amendment for another full DRC review cycle. Assistant City Manager for Public Services Cochran, seconded; the motion carried unanimously 4-0. (Economic Director Gerhartz was not present for this vote)*

10:46 am Break in meeting  
10:48 am Meeting Resumed

**Agenda Item #6: Highland Groves PUD – Rezoning PUD**

315 E. Fullers Cross Road  
American Land Investments of Central FL, LLC

Steve Mellich of Mellich Blenden Engineering, Dwight Saathoff of American Land Investments, Bill Fogle of Civil Design Group and Robert Zlatkiss of American Land Investment, applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

## ENGINEERING

4. Will the project be gated? If gated, the streets will be private and maintained by the HOA. While portions of the right-of-way may be dedicated to the City, maintenance of special pavements, landscaping, hardscaping, etc. shall be performed by the HOA under an R/W maintenance agreement. Applicants stated that this will not be a gated community.
6. Utilities: Minimum 8” potable water (internal), 8” reuse water and minimum 6” sanitary force main are required. Utilities shall be extended the full property frontage per Code; Upsizing agreement may be necessary for extending the 16” water main on Fullers Cross Road; Water and Reuse lines shall be looped and connected into the existing stubouts in Fullers Crossing. Applicants agree to comply.
8. Some of this property appears to be “A” type soils and may require adherence to the Wekiva protection regulations. Wekiva Protection requirements as outlined in the Comprehensive Plan shall be met, especially for drainage and Karst protection. Future submittals shall provide geotechnical study showing limits of any Karst feature with the required buffering. Staff let applicants know that they need to have their geotechnical engineer address this in writing.
11. Will the recreation area include a dock? Will individual docks be allowed? Docks shall comply with City of Winter Garden Ordinance 11-20 and will require separate permit approval through the Building Department. Applicants stated that developers are not planning to install any common dock for the community, but stated that their residents may want to install individual docks per lot.

*Senior Planner Pash left meeting at 10:58 am*

## PUBLIC SERVICES

15. Pursuant to City Code, street lights as required internal to the development and along the existing right of way on Fullers Cross Road. Clarified to applicant that they were responsible for exterior lighting along the frontage to the development as well as interior lighting per Appendix A within the City Code.

## PLANNING

18. The subject property is located within the Resource Protection Overlay as defined by the City’s Comprehensive Plan, and therefore must comply with the Wekiva Study Area Open Space requirements as defined by the City’s Comprehensive Plan Policies 1-3.1.7 & 1-3.1.8, which requires that a minimum of 25% of the developable area be Wekiva Study Area Open Space. Wekiva Study Area (WSA) Open Space is land area that remains undisturbed or minimally disturbed such as trails and boardwalks, as part of a natural resource preserve or passive recreation area and includes land preserved for Conservation purposes. WSA Open Space may include dry retention, passive recreation, school playgrounds and buffers. Up to 50% of the WSA Open Space requirement may be met with dry stormwater retention areas. WSA Open Space shall not include setback areas, private yards, street right of way, parking lots, impervious surfaces or active recreation areas. The site data on the PUD plan indicates that 21.39 acres of open space is being

provided, however this is not depicted on the site plan. Where is the open space located and how is it meeting the WSA Open Space regulations. This comment was clarified to the applicants.

19. The site data indicates that 0.39 acres of recreation area is being provided, the minimum required recreational area is 5% of the developable area which would equate to approximately 3 acres for the subject property. Detail plan of parks, recreation areas, and pedestrian trail system should be provided which includes all proposed amenities and identifies active (e.g. playgrounds, pavilions) vs. passive (e.g. open fields) recreation areas. This comment was clarified and discussed as to what can and cannot be included in the recreation area calculations.
20. Provide survey which clearly identifies location and types of trees and location of any wetlands on the property. Applicants stated that the trees on development were all citrus and would include in boundary survey.
21. Development of the property requires compliance with school capacity & concurrency standards, future submittal should include statement of how school capacity & concurrency will be met for the development. This comment was clarified to the applicants need capacity determination from school board. Explained that this needs to be completed prior to going to Planning and Zoning Board.
27. Community Meeting for the proposed development is required. This comment was explained to applicants that it would be handled by the city staff and held in the City Commission Chambers.

Discussion took place about timeline for construction and when to plan for the waterline installation. City would like to coordinate planning and budgeting for the upsizing of waterline. Applicants estimated around November 1<sup>st</sup>, 2013.

*Motion by City Engineer Miller to have the applicant revise and resubmit the PUD Rezoning for another full DRC review cycle; Building Official Lukert, seconded; the motion carried unanimously 4-0. (Economic Director Gerhartz was not present for this vote)*

#### ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 11:11 a.m. by Chairman/Community Development Director Ed Williams

APPROVED:

ATTEST:

  
Chairman Ed Williams

  
Customer Service Rep Colene Rivera