



WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
June 12, 2013

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, June 12, 2013 in the City Hall Commission Chambers.

CALL TO ORDER

Chairman/Community Development Director Ed Williams called the meeting to order at 10:04 am. 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, 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.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #3:

Approval of minutes from regular meeting held on May 29, 2013.

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

DRC BUSINESS

Agenda Item #4: Oakland Park Phase 2 – PRELIMINARY PLAT

Oakland Avenue E – 15241
Lake Apopka 2012, LLC

John Classe, applicant for the project was in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

1. **Street B, at Lot 174, is showing a non-radiused corner which will need to be addressed to show sufficient turning movement, etc.** Comment was discussed and agreed that applicants can make this adjustment with the final Engineering Plans.
9. **Typical Section: Right-of-way width shall be a minimum of 50 feet* with minimum roadway pavement width of 24' as required by City Code (12' minimum each lane); 16' minimum lane width for any divided portion (additional width may be required due to parking – see #5 above); 18" of clean fill with no more than 5% passing a #200 sieve required under the subbase; 98% density required on all compaction; 10" soil cement base; 2" minimum asphalt thickness; minimum 18" wide concrete curb and gutter required (or Type "E"); 5' wide concrete sidewalks required on both sides of street. All construction shall meet City of Winter Garden requirements for drainage, roadways and utilities.** Comment discussed and agreed that the right-of way widths shall be as approved in the PUD, which allows a 40 foot wide right-of-way section.
10. **A Tree Removal Permit issued by the City of Winter Garden Building Department will be required prior to final plan approval. As required by Code, submittal of the Tree Removal Permit application is required with this preliminary plat submittal. Coordinate with Building Department.** Comment was clarified. Applicant was concerned about discrepancy in details of tree removal between preliminary plat and final plan; it was agreed that staff would work with applicant on any discrepancy concerns.

Motion by City Engineer Miller to approve the Preliminary Plat as shown with the three comments discussed above, and place on the next available Planning and Zoning Board Agenda; Building Official Lukert, seconded; the motion carried unanimously 4-0.

10:12 am Break in Meeting
10:14 am Meeting resumed

Agenda Item #5: Bradford Creek East Subdivion – CONSTRUCTION PLANS

Winter Garden Vineland Road- 421
Kirby Engineering, LLC

John Kirby of Kirby Engineering and Clark Sprinkle of Standard Pacific Homes, applicants for the project were in attendance for discussion.
Applicants did not have any comments to discuss at this meeting.

Motion by City Engineer Miller to approve Subdivision Construction Plans as shown. Building Official Lukert, seconded; the motion carried unanimously 4-0.

10:16 am Break in Meeting
10:20 am Meeting resumed

Agenda Item #6: Winter Garden Commerce Center - REZONING

Garden Commerce Parkway – 700

TSG Development, Inc.

Don Strube of TSG Development, Inc., John Keating of Keating & Schulte, P.A., Ray Romano of CBRE, Matt Sullivan of TSG Development, Inc., Wilson McDonald of TSG Development, Inc; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

PLANNING

- 1b. **Revised renderings depict extensive shrubbery type landscape material being planted around buildings and along road frontages; however the shrubbery type material does not shield the tops of the semi-trailers which are visible about the 6 foot opaque wall. Due to the height of semi-trailers, they are visible over the 6 foot high opaque wall; therefore landscape material used for screening such items must be taller and more densely placed to ensure functional screening.** Applicants were advised that they need to present a landscaping plan that includes various height coverage to block 18' trucks and address gate entrance area. City Planning Staff to provide applicants with a landscape palette of acceptable types and spacing by end-of-business today.

Applicant was inquiring about definition of Truck Facility Parking per City Ordinance; staff will get back to them on this.

Applicants were advised to reach out to property owners of the 3 properties not included in this re-zoning to encourage them join in the agreement. Applicants also asked to include the remaining un-platted property to the south in the re-zoning and will provide a legal description to Staff. Applicants were reminded that development of the southern un-platted property must follow the original master plan for the development including roadway alignments, utilities, etc.

Due to time constraints, applicants were requesting a special DRC session next week for design approval and motion to continue with project timeline for P&Z board meeting and City Commission meetings in July.

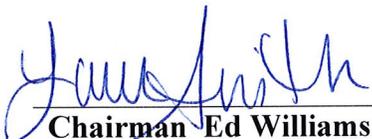
Motion by City Engineer Miller to place the Rezoning on the next available DRC meeting (Special DRC meeting on 6/19/13) provided the applicant resubmits revised plans addressing all City Staff conditions within 2 days following this meeting (by noon on Friday, June 14, 2013); Assistant City Manager for Public Services Cochran, seconded; the motion carried unanimously 4-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:39 a.m. by
Chairman/Community Development Director Ed Williams

APPROVED:

ATTEST:


Chairman Ed Williams

*on behalf
of
Ed Williams*


Customer Service Rep Colene Rivera