



WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
September 4, 2013

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, September 4, 2013 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Ed Williams called the meeting to order at 10:01 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, and Assistant City Manager for Public Services Don Cochran

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

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on August 21, 2013.

Motion by City Engineer Miller to approve the above minutes. Seconded by Assistant City Manager for Public Services Cochran, the motion carried unanimously 4-0.

DRC BUSINESS

Agenda Item #3: Waterside on Johns Lake – Phase II – PRELIMINARY PLAT

APPROVAL

(f/k/a McKinnon UVPUD)

Marsh Road - 17001

Waterside at Johns Lake, LLC

Scott Stearns of BSA, applicant for the project was in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

3. Proposed roundabout on Marsh Road: Size and configuration will be determined at time of final engineering; radius, number of lanes, etc. shall safely accommodate traffic and be reviewed by the City's Roundabout Consultant. Additional right-of-way may be required. The roundabout shown on this preliminary plat is somewhat different than the one being constructed for Waterside 1 (no right turn lanes?). Final configuration shall be discussed. Discussion of traffic flow and traffic going to Lake County along Marsh Road. City was questioning the difference in the roundabouts along Marsh Road and why the one proposed for this project would be different than the one for Waterside 1. Applicant will go back to their traffic engineer and reconsider the flow of traffic along Marsh Road.
4. Williams/Marsh Road Intersection (limited sight distance issue): Response indicates this will be addressed with the design of the next phase, including schedule on signalization, etc. As stated at the 2/13/13 DRC meeting, failure to address this issue when needed will not be considered an excuse to not address it. City wanted to keep this comment on the record. Applicant stated that they will address it in future phases.
5. Williams Road (Phase C – Sheet 10): Is there sufficient right-of-way on the south end where this ties into the pavement at Amber Sweet Lane? Response indicates the additional R/W is in the process of being obtained – agreement/ROW deed to be provided prior to public hearing. Applicant was inquiring about timing of the agreement prior to the public hearing. Agreement to swap the land will be signed next week but the actual property purchase to swap the land will occur at a later date. As a point of clarification, the agreement is to be provided prior to public hearing and the conveyance of the right of way to the City will need to happen prior to phase 2C construction plan and plat approvals. Also the applicants will need to ensure that the various phases are being labeled and identified correctly so as to avoid confusion as development progresses.
6. 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. Final Settlement Agreement needs to be resolved, signed and executed prior to pre-plat moving forward and public hearing.
11. Utilities: The City reviewed a draft master utilities plan dated June 2012, and met with the Design Engineers on 6/29/12. 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. Coordinate with Assistant City Manager Cochran. Response indicates the process is ongoing and will be addressed in the DA, prior to the public hearing. Discussed timing of processing the DA and Community Meeting of four corners zoning. Applicants inquired about timing for Community Meeting and P&Z Meeting. Advised that typically the DA would be reviewed and approved by the DRC prior to P&Z and Community Meetings.

14. Alleys: to be maintained by HOA; need to provide sufficient width between buildings for driveway/parking space (20' minimum driveway parking space from face of garage to 20' wide alley tract – 60' total between rear-to-rear of houses). Alley or Lane pavement width shall be 12' minimum, one-way only. Discussed a discrepancy that the actual measurement is 52' vs. 60' as in comment. Staff agreed that 52' would be acceptable as long as 20' minimum driveway parking space from face of garage to 20' wide alley tract.

PUBLIC SERVICES

23. Please modify the lift station tracts (D and W) to encompass the access driveway. Applicants will make this clearer on the plans.

Motion by City Engineer Miller to approve the preliminary plat subject to approval by the City Commission of the Developer's Agreement, and then be placed on the next available agenda of the Planning and Zoning Board. Building Official Lukert, seconded; Discussion of timing of City Commission approvals and Planning & Zoning meeting agenda item by Chairman Williams. Staff will review the timing of Developer's Agreement approval, P&Z agenda item and the City Commission approvals, etc. for a smoother approval process for applicants but agreed that the motion was fine. *The motion carried unanimously 4-0.*

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:30 a.m. by Chairman/Community Development Director Ed Williams

APPROVED:

ATTEST:


Chairman, Ed Williams


DRC Recording Secretary, Colene Rivera