



WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
December 18, 2013

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, December 18, 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 10:00 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, and Assistant Director of Operations, Mike Kelley on behalf of 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, Planner Kelly Carson 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 #2:

Approval of minutes from regular meeting held on December 11, 2013.

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

10:00 am Break in Meeting
10:02 am Meeting Resumed

DRC BUSINESS

Agenda Item #3: Shoppes at Lake Butler – SPA

Winter Garden Vineland Road – 4020
Z Development Services

Ashley Rumble of Shoppes at Lake Butler, LLC, Scott Glass of Shutts & Bowen and Bob Ziegenfuss of Z Development Services; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

PLANNING

1. **Prior approval was for an out parcel. Site Plan proposes multiple buildings and out parcels, creating a strip center in front of that main center.** Discussion took place regarding out parcels. Recommendation by Planning was to redesign and resubmit as one out parcel per the Developer's Agreement and address traffic study concerns.

ENGINEERING

4. **Sheet C0: The parking calculation was based on outparcels only and needs to be calculated for the overall center.** City Staff will review TPD Report and follow up with applicants. Applicants to revise plans to show overall shopping center parking requirements.
5. **Sheet C1: The 3 added parking spaces seem to be in random locations and don't appear to be readily accessible.** City Staff agreed these parking spaces were acceptable as long as they did not encroach upon the wetland areas, setbacks or buffer zone; Applicants to check for encroachment.
6. **Sheet C1.1: The proposed 14' wide drive-thru aisles and 12' vertical clearance will need Fire Department approval. These are very narrow considering the tight turn radii.** Applicants were advised to contact Fire Department Inspector (Vicki Rutherford) directly and review the comment. City Staff will get applicant the contact information.
8. **Sheet C1.1: The exit driveway for the north building is too close to the main shopping center entrance, creating what may be an unsafe condition at this location.** Applicants will review the traffic study report and have TPD address this comment.
11. **Sheet C3: The plan calls for 172 l.f. of 18" HDPE to connect to an existing inlet. Based on the elevations provided, this pipe will have less than 1 foot of cover at the existing inlet which is not recommended or acceptable.** Applicants stated they would correct to 15" pipe and resubmit. City Staff expressed concerns about only having 1 foot of cover and advised that this is a private development and the City will not maintain it. City Staff reminded applicants that the POA would be the ones having to repair private property. Applicants stated they were compliant with the manufacturer's specifications.
14. **Pursuant to the previous approval for the shopping center conversion, "any development of the outparcel will require separate site plan and zoning approval".** Applicants confirmed the City process for this approval.
16. **All irrigation shall be designed to be connected to reclaimed water mains in the future. Any irrigation lines within City R/W shall be purple in color. All points of connection to reclaimed water mains shall have appropriate meters, backflow preventors, etc. All irrigation mains within the City's R/W under the pavement shall be encased within a sleeve. Site irrigation is presently supplied by an on-site well that shall be removed when reclaimed water becomes available.** Applicants were advised to check with Orange County about availability for reclaimed water mains. Also, the site is served by Orange County for

potable water, and Applicants would need to connect to their water lines.

PUBLIC SERVICES

19. **Please align the dumpster enclosure so that it is head on with the drive aisle running perpendicular with West Orange Country Club Drive.** Applicants will adjust to allow for a 40' back-up clearance.
22. **Please relocate the force main in the vicinity of the dumpster enclosure to the Orange County Right of Way. The city does not want to have its utility in the drive aisle of the commercial property.** Discussion took place regarding this comment. Applicants will review plans and propose options.

Applicants stated that they will need to review the comments submitted by Luke Transportation Engineering Consultants dated December 5th, 2013 and will respond to those comments at a later date.

Motion by Chairman Williams to deny the project as submitted and recommend that it be redesigned as a single use, single outparcel and that the traffic study be revised to address the on-site maneuvering and stacking correctly. Building Official Lukert, seconded; the motion carried unanimously 4-0.

10:17 am Break in Meeting
10:17 am Meeting Resumed

Agenda Item #4: Bradford Creek West (Phase 1) – FP

Winter Garden Vineland Road – 420
Kirby Engineering

Clark Sprinkel of Standard Pacific Homes and John Kirby of Kirby Engineering; applicants for the project were in attendance for discussion.

Applicants stated that they did not have any comments or concerns regarding the Staff report.

City Staff wished to discuss the following items:

ENGINEERING

2. **Notes #15, 16, 17, and 18 are not consistent with City Code and policy and appear to conflict with Note #11, that is required by statute. Utility easements provided shall be available to all utilities; wording to be reviewed and approved by the City Attorney.** Discussion took place regarding this comment. Per City Engineer Miller and Assistant City Attorney Langley, the Developer's Attorney and Surveyor need to change these notes as they are not consistent with what the City has approved in the past. Easements granted by the plat shall be for public utilities, not at the sole discretion of the Developer/HOA.

City Staff wanted to discuss the east side location of this project. It was discussed the concern of the findings in the soil reports regarding the amount of muck level verses the actual findings. City Staff inquired about the applicant's process to advise the City of this large discrepancy? Applicants did not really have a process but assured City that they were addressing the issue and that it would be corrected in a manner satisfactory to both the City and applicants. Per the

construction plans and conditions of plan approval, all areas containing organic soils (muck) are to be certified by a Professional Engineer that the muck has been removed.

Also discussed, the permitting submittals for this project. At this time, the project is not able to submit building permits for lot homes due to various steps not being met but were advised that only model home building plans per 110-60 City Code could be submitted and that no Certificates of Occupancy would be granted until the C of C had been issued by the City Engineer.

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

10:26 am Break in Meeting

10:27 am Meeting Resumed

Agenda Item #5: Canopy Oaks – PPA

Roper Road – 12900

Sift Oaks Investments, LLC

Andrea Jernigan-Gwinn of Civil/Site Engineering, Inc and Mason Simpson of Windermere Development Company; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Applicant stated that they would address the new comments from Planning but these were minor.

ENGINEERING

3. **Provide geotechnical report, including location and depth of organic soils if present. Provide the muck delineation overlay on the final construction plans to ensure that these areas will not fall on building lots without the muck being removed.** To be submitted at final construction plan phase.
4. **Draft drainage calculations, including preliminary compensating storage calculations, have been provided. Final plans and calculations will be subject to review and approval by the City and SJRWMD prior to final construction plan approval and commencement of construction. The geotechnical report shall address the “dry” stormwater areas, seasonal high groundwater table, need for underdrains, etc.** City Staff had requested applicants provide additional information for this project due to the environmental sensitivity and drainage concerns. City Staff also expressed concern about the west side lots regarding proposed massive amounts of fill, clearing of almost all the trees, drainage onto adjoining property and encroachment into the 100 year flood elevation along the south side. Also, impacts to the wetlands that abut the property on the west side. Applicant stated that the previous development on the west side of this project, raising of their pond and high finished floor levels of the homes, has caused an impact on this development. Applicants and City Staff agreed this is a difficult property to develop. City Engineer Miller stated that the preliminary drainage and compensating storage calculations have been accepted, at this point in the process, at face value, but will be scrutinized in more detail with the final construction plan submittal. Approval of the preliminary plat does not guarantee that the same number of lots will be achieved.

5. Walls and landscaping shall be located within a landscape and wall tract, to be maintained by the HOA. This comment was clarified in reference to the wall easement on Roper Road – acceptable as long as the HOA maintains the wall.
8. 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 – 8” diameter water main and 10” diameter reuse water main on Roper Road. Applicants inquired about this comment being an older comment and the reuse water main size will be addressed. Public Services agreed upon the use of 4” lines on the west side, since only 9 lots are proposed for this area.
10. 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. Applicants stated that they will meet the Wekiva Protection requirements as outlined by the water management district.

PLANNING

19. Sheet C-4: are you proposing to build a 6’ perimeter fence around the entire boundary of Parcel D, or only where it abuts the subdivision development? Applicants stated that a perimeter fence will be built around Parcel D.
20. Sheet C-4: Why doesn’t the screen wall on Roper Road extend to the wetland buffer in Phase I? Is there sufficient existing vegetation to screen the lots from the road in this area? Applicant stated that they will have buffer with sufficient vegetation to meet the City requirements.

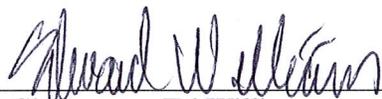
Motion by City Engineer Miller to recommend the Preliminary Plat be placed on the next available Planning and Zoning Board Agenda, provided the applicant resubmits revised plans addressing all City Staff comments to the Planning and Zoning Department within 2 days following this meeting (by end of business day on Friday, December 20, 2013). Building Official Lukert, seconded; the motion carried 3-1 with Chairman Williams opposed.

ADJOURNMENT

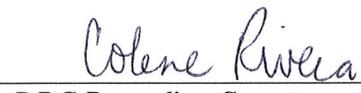
There being no more business to discuss, the meeting was adjourned at 10:37 a.m. by Chairman/Community Development Director Ed Williams.

APPROVED:

ATTEST:



 Chairman, Ed Williams



 DRC Recording Secretary, Colene Rivera