



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
January 5, 2022**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, January 5, 2022 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Steve Pash called the meeting to order at 9:30 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Chairman/Community Development Director Steve Pash, City Engineer Jim Monahan, Building Official Skip Nemecek and City Engineering Consultant Art Miller on behalf of City Manager, Jon C. Williams.

Others: Dan Langley, City Attorney; Rob Heavyside, Senior Engineer; Chad Morrill, IT Director; Kelly Carson, Urban Designer; Shane Friedman, Senior Planner; Jordan Kowalchik, Planner I, and Colene Rivera, Recording Secretary.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz and City Manager, Jon C. Williams

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on December 22, 2021.

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

Today's meeting had a virtual aspect for various applicants to be able to call into this meeting.

DRC BUSINESS

Agenda Item #3: Circle K – PCD REZONING

Colonial Drive W – 14990
Kimley-Horn and Associates

Jarod Stubbs of Kimley-Horn and Associates; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

6. **Streetlighting, both internally and on all street frontages, including SR 50, is required pursuant to City Code – dark skies lighting is required. A photometric plan shall be provided for review by the Planning Department.** Applicant inquired about street lights along SR 50 and whom to coordinate the light fixture with? City staff stated that applicant will need to reach out to Duke Energy for these specifics, etc. Applicant will comply.

PLANNING

16. **The applicant will need a lot split/reconfiguration approval with the adjoining lot prior to a PCD rezoning and Site Plan approval.** Applicant inquired about the process and timeline for lot split/ reconfiguration for this project? City staff stated that there is a formal application along with check list of additional documents to submit for review and if accurate and complete with submittal, the timeline for approvals is about +/- sixty days. Applicant understood.
17. **A community meeting will be required.** Applicant asked about this coordination of the community meeting? City staff will coordinate and applicant will need to provide available dates to planner for this project community meeting. Further inquiry by the applicant regarding next steps, process and approvals, etc. were discussed.

Motion by City Engineer Monahan to have the application revise and resubmit the Planned Commercial Development Rezoning for staff review only. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

Agenda Item #4: Circle K – SITE PLAN APPLICATION

Colonial Drive W – 14990
Kimley-Horn and Associates

Jarod Stubbs of Kimley-Horn and Associates; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

2. **Sheet C4.0 – Site Plan:**
 - b. **Verify the power poles to be removed/relocated on SR 50 with Duke Energy. Some of these may be the newly installed transmission poles that can't be moved.** City staff will provide applicant with Duke Energy Contact information.

Motion by City Engineer Monahan to have the application revise and resubmit the site plan for another full DRC review cycle. City Engineering Consultant Miller, seconded; the motion carried unanimously 4-0.

Agenda Item #5: Tilden Reserve – ANNEX, REZONING, FUTURE LAND USE

Tilden Road

G L Summitt Engineering, Inc.

John Laga of Scms, LLC; representative for the project, attended for discussion. The following items were reviewed and discussed:

PLANNING

- 19. A community meeting is required.*** Applicant inquired if another Community Meeting would be required? City staff inquired if applicant was planning to continue with current builder or changing? Applicant stated that this is being assessed and undetermined at this time. City staff stated depending on if they are changing builders and what is being proposed, another community meeting may be required. City staff requested that applicant exhibit all builders' concepts at time of resubmittal. Applicant understood.
- 25. Detailed landscape and buffering plans are required including any proposed perimeter walls/fencing.*** Applicant asked about this comment as he thought this would done at the PSP level? City staff stated that a concept plan is needed at this time.
- 26. Please provide a Traffic Impact Analysis for review.*** Applicants have submitted this and it is currently under staff review.

Motion by City Engineer Monahan to have the application revise and resubmit the site plan for full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

Agenda Item #6: 882 Magnolia– PCD REZONING

Magnolia Street – 822

A Civil Design Group LLC

Rich Matassa of A Civil Design Group LLC in person and Darand Williams of Exchange Place via webinar; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

- 6. Palm Avenue shall be improved (24' minimum width) between Beulah Road and Gillard Avenue. This section of Beulah Road is under Orange County's jurisdiction and will require County approval for any work within the Beulah Road right-of-way.*** Applicants inquired about cross access continuing to Gillard Avenue? City staff reviewed plan submittal and this is shown on the site plan. Applicants discussed some legal concerns about Orange County dedication of easement for this site and if city would

assist/ support request should this concern escalate? City staff requested that applicants submit details and documents, etc. in next submittal for staff review on this concern.

PLANNING

- 20. A community meeting is required.** City staff request that the applicants review their calendars for possible dates to coordinate with the city staff for a community meeting for this projects. Applicants will comply.
- 22. Please provide a sidewalk connection to the site from the newly-improved Palm Ave.**
See Engineering comment #6.

Motion by City Engineer Monahan to have the application revise and resubmit the site plan for staff review only. City Engineering Consultant Miller, seconded; the motion carried unanimously 4-0.

Agenda Item #7: Belle Meade Commercial Outparcel 1 – SITE PLAN APPLICATION

Avalon Road – 1805

Kimley-Horn and Associates

Brent Lenzen of Kimley-Horn and Associates; representative for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

- 9. 100% of all required water and sewer impact fees shall be paid prior to City execution of FDEP permits and issuance of building permits, and shall include all proposed buildings shown on the site plan. Flow calculations shall be approved by the Utility Department prior to issuance of building permit or execution of FDEP permit. Final plans will not be approved for construction until utility impact fees have been paid and FDEP permits have been issued. Any new water, sewer, or irrigation connections are required to pay utility impact fees, to be paid prior to issuance of site or building permits or execution of FDEP permits. According to the plans there will be (4) 2" potable meters and (1) 2" irrigation meter. Based on the above, the utility impact fees are as follows:**

<u>2" Potable water meters 4 ea. @ \$8,688.00 = \$34,752.00;</u>	paid 1-5-2022; check #1012
<u>Wastewater for 2" meters 4 ea. @ \$14,136.00 = \$56,544.00;</u>	paid 1-5-2022; check #1012
<u>2" Irrigation meter 1 ea. @ \$8,688.00 = \$8,688.00</u>	
<u>TOTAL = \$99,984.00</u>	

(does not include connection/installation fee)

A payment was provided with the submittal, but does not match the above amount. Please explain. Applicant explained that only the potable water and wastewater fees were included in the check payment submitted. Applicant will provide additional payment for the irrigation meter to pay the complete amount required.

- 20. Permit modification approval by St. Johns River Water Management District has been provided. Provide permits or exemptions from FDEP for water, wastewater and NPDES**

NOI (City will not sign FDEP permit applications until utility impact fees are paid).

Applicant stated that clarification of comment #9 clarified this comment.

PLANNING

21. A Community Meeting is required. Please provide Staff with possible meeting dates for later this month. Applicant asked about when this would be done? City planner will coordinate with applicants for this meeting in late January/ February.

Motion by City Engineer Monahan to have the application revise and resubmit the site plan for staff review only. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

ADJOURNMENT

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

ATTEST:

APPROVED:

/S/

/S/

DRC Recording Secretary, Colene Rivera

Chairman, Steve Pash

DISCUSSION ITEMS ONLY

Agenda Item #8: Pawlak Dental Smiles – PROJECT FEASIBILITY

Lakeview Avenue S – 160
HJT Architects

James Jarvis of Architects and Francis Mendez via Webinar; representatives for the project, attended for discussion only.

Agenda Item #9: Winter Garden Village Retail - Unit 114 – PROJECT FEASIBILITY

Daniels Road - 3385
DDR Winter Garden LLC

Michael McCrone of Site Centers and Benji Curren of Kimley-Horn and Associates; representatives for the project, attended for discussion only.