



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
March 2, 2022**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, March 2, 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: Kurt Ardaman, City Attorney; Rob Heaviside, Senior Engineer; Kelly Carson, Urban Designer; Shane Friedman, Senior Planner; Jordan Kowalchik, Planner I and Tonya Levine Recording Secretary.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on February 16, 2022.

***Motion by City Engineering Consultant Miller, to approve the above minutes.
Seconded by City Engineer Monahan; the motion carried unanimously 4-0.***

DRC BUSINESS

Agenda Item #3: Daniels Road Business Park – PRELIMINARY PLAT

Daniels Road – 1200

Randy Hodge (Daniels 4 Partners, LLC)

Dan Hayes of Carnahan Proctor Cross and Kelly Froelich of Daniels 4 Partners, LLC;

representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

- 4. The submitted preliminary plat only shows one lot. Per the Applicant's response this will remain in one ownership and acknowledged at DRC that no lot splits will be allowed in the future.** Applicant understands comment and will comply.

Motion by City Engineer Monahan to approve the Preliminary Plat and be placed on the next available Planning & Zoning agenda. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

Agenda Item #4: Lakeview Village Estates – PRELIMINARY PLAT

Lakeview Avenue S – 616-634

Florida Engineer Group, Inc.

Bill Hockensmith of Florida Engineering Group; representative for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

- 2. Typical Sections (per PUD conditions of approval):**

A variance will be required to allow a 29.5' R/W tract with a 16' wide one-way pavement section in the lieu of the required 50' minimum R/W and 24' minimum pavement width. The reduced R/W width may not allow sufficient room for other utilities such as electrical power, telephone, & cable. Reduced pavement width will require approval of the Fire Department and Solid Waste Division to confirm access by emergency vehicles and solid waste trucks. No parking will be allowed on the "alleys" if approved, other than the angle and parallel parking shown.

A minimum 10' wide drainage, utility and sidewalk easement is required adjacent to all rights-of-way. Per our meeting with the developer on 3/12/21, the "alley" width has been increased to 16' and the 2-way section increased to 24'. Applicant inquired about needing to apply for a variance and if that was a separate process. City Staff affirmed that there would be a waiver with the PD.

- 4. Sheet C-11 & C-12– Utility Plan:**

Applicant inquired about reclaimed water main. City Staff confirmed that applicant is to run the lines and comply with City Code. Applicant understood.

- 6. Underdrains are required and shall be shown on the Typical Section. All underdrain pipe shall be double wall HDPE pipe or PVC pipe.** Applicant inquired about why this comment is required. City Staff affirmed this had been a requirement for years. Applicant understood.
- 9. Informational: Final plans and drainage calculations shall show the maximum impervious surface allowed on each lot, based on the approved SJRWMD permit. In any case however, this cannot exceed 65% ISR per the PUD zoning, but must be supported by the approved St. Johns calculations/permit.** Applicant will comply.

PLANNING

20. Please review City Code of Ordinances Section 110-124 and submit all the required information for Preliminary Plat including, but not limited to all proposed easements, all proposed common area tracts with acreages, purposes of proposed common area tracts, etc. The preliminary plat document shall inform the final plat, so all of the relevant information shall be included. Applicant will comply with this comment.

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

Agenda Item #5: Vineland Road Christian Fellowship – LOT SPLIT

Lakeview Avenue S - 859

Vineland Road Christian Fellowship Inc.

Rev. Matthew Chester and Dennis Butts of Vineland Road Christian Fellowship; representatives for the project, attended for discussion. The following items were reviewed and discussed:

PLANNING

8. Before this lot split request goes to Planning & Zoning Board for approval the purchaser of Parcel "A" must submit an application for a binding a lot agreement. The binding of Parcel "A" with the purchaser's properties to the southeast will become a condition of approval for this lot split application. Applicant inquired about binding a lot agreement. City Staff affirmed that the buyer of the property would submit application for this.

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

Agenda Item #6: Lance Long – MINOR SITE PLAN

Main Street S - 203

Lance Long

No representatives were in attendance for this project. This item will be tabled to the next DRC meeting date.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:40 a.m. by Chairman/Community Development Director Steve Pash.

ATTEST:

APPROVED:

/S/

/S/

DRC Recording Secretary, Tonya Levine

Chairman, Steve Pash

DISCUSSION ITEM ONLY

Agenda Item #7: Center Street Addition – PROJECT FEASIBILITY

Center Street - 252

William Thomas Design, LLC

William Thomas of William Thomas Design, LLC and Mark Maciel of M Maciel & Associates LLC; representatives for the project, attended via conference call for discussion only.

Agenda Item #8: Winter Garden Medical Office Building – PROJECT FEASIBILITY

Colonial Drive W - 14237

McCree General Contractors and Architects

Stewart Neilson and Steve Clack of McCree General Contractors & Architects; representatives for the project, attended for discussion only.