



**WINTER GARDEN**  
**CITY OF WINTER GARDEN**  
**DEVELOPMENT REVIEW COMMITTEE**  
**MINUTES**  
**January 6, 2021**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, January 6, 2021 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, Economic Development Director Tanja Gerhartz and Assistant City Manager for Public Services Jon Williams.

**Others:** Director of Operations for Public Services; Rob Heaviside, Senior Engineer; Kelly Carson, Urban Designer; Shane Friedman, Senior Planner; Chad Morrill, Director of Information Technology and Edlyn Gonzalez, CSR.

**ABSENT**

**Voting Members:** None

**APPROVAL OF MINUTES**

**Agenda Item #2:**

Approval of minutes from regular meeting held on December 9, 2020.

***Motion by Assistant City Manager for Public Services Williams to approve the above minutes. Seconded by, Building Official Nemecek; the motion carried unanimously 5-0.***

**DRC BUSINESS**

**Agenda Item #3:**

Highland Avenue N - 8  
Winter Garden Boutique Hotel

Selby Weeks of Klima Weeks and Michael Morrissey; applicants for the project were in hybrid attendance for discussion. The following items were reviewed and discussed:

### **PLANNING**

**19. The proposed building must be consistent with the design approved by the Architectural Review and Historic Preservation Board on April 16, 2019. Plans will be reviewed prior to scheduling the site plan for City Commission for consistency with that approval.**

- a. **Please submit the latest elevations for Staff review.** Applicant will submit color elevations for staff review.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for staff review pending submittal of color elevations. Assistant City Manager for Public Services Williams, seconded; the motion carried unanimously 5-0.***

### **Agenda Item #4:**

Main Street S – 199 & Woodland St S - 158  
Smith St Luxury Studios

Franco Scala of F and J Developers LLC and Bill Hockensmith of Florida Engineering Group; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

### **ENGINEERING**

**3. Sheet C-6 – Paving, Grading & Drainage:**

- a. **It appears the drainage outfall for the site will be via sheet flow to Woodland Street when the exfiltration system fills up, although the response states there will be no discharge for the 25 year, 24 hour storm event. The Woodland Street gutter system may not be able to handle additional flow and will be monitored after construction – any adverse effects to adjoining streets and properties shall be addressed at that time.** City Staff reiterated the need to monitor after construction.
- b. **The chamber exfiltration system will be monitored periodically by the City and if not functioning as designed, provisions shall be made to correct it (soils report shows underlain with clayey soils).** City Staff reiterated the need to monitor after construction.

### **PLANNING**

**18. REPEAT COMMENT: Landscape Plan:**

- a. **As mentioned previously plantings should be provided in the landscape areas adjacent to the site in the rights-of-way along Smith Street! The City agreed to narrow Smith Street so that there would be additional planting space for larger trees to be planted to shade the sidewalk and road, and this area is not being utilized at all. You have the room to provide more canopy trees than are shown if you include the right-of-way area. Sago palms are not canopy trees. Need to install min. 8"-10" caliper canopy trees with root barriers. Please contact me to**

discuss. Applicant expressed concern with the 8"-10" caliper canopy tree requirement and inquired about 6" trees. City Staff understands the applicant's concern and will consider 6" trees.

**19. REPEAT COMMENT: There are no plans or details for the hardscape, including the various site features and amenities (fountains, site furnishings, summer kitchen, specialty paving, etc.). Please provide. This comment was not addressed by the architectural floor plan.** City Staff reiterated the need for detailed plans and applicant acknowledged.

City Staff inquired with applicant about the installation of an elevator. Applicant confirmed that they will install an elevator.

Winter Garden resident Phillip Baker of 125 W Smith St. requested permission to speak. Chairman/Community Development Director Pash acknowledged. Resident received clarification from applicant and city staff on the preservation of live oak tree on site as well as drainage calculations.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for staff review. Building Official Nemecek, seconded; the motion carried unanimously 5-0.***

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 9:47 a.m. by Chairman/Community Development Director Steve Pash.

**ATTEST:**

**APPROVED:**

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/S/  
**DRC Recording Secretary, Edlyn Gonzalez**

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/S/  
**Chairman, Steve Pash**