



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
April 12, 2023**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, April 12, 2023 in the City Hall Commission Chambers.

**Agenda Item #1: CALL TO ORDER**

Chairperson/Planning Director Kelly Carson called the meeting to order at 9:30 a.m. The roll was called and a quorum was declared present.

**PRESENT**

**Voting Members:** Chairperson/Planning Director Kelly Carson, City Engineer Jim Monahan, Building Official Skip Nemecek, Assistant City Manager for Public Services Steve Pash, and City Engineering Consultant Art Miller on behalf of Economic Development Director Tanja Gerhartz.

**Others:** City Attorney, Dan Langley; Mike Caines, Operations Manager Fleet and Facilities; Rob Heaviside, Senior Engineer; Shane Friedman, Senior Planner; Amber McDonald, Planner I and Ellen King, Recording Secretary.

**ABSENT**

**Voting Members:** Economic Development Director Tanja Gerhartz

**APPROVAL OF MINUTES**

**Agenda Item #2:**

Approval of minutes from regular meeting held on March 29, 2023.

***Motion by City Engineering Consultant Miller, to approve the above minutes.  
Seconded by Building Official Nemecek; the motion carried unanimously 5-0.***

**DRC BUSINESS**

**Agenda Item #3: Store Space Storage – PLANNED COMMERCIAL DEVELOPMENT / REZONING**

East Crown Point Road – 530 & 550  
Foresite Group, LLC

Sabrina Pernalete of Store Space; Ryan Ryan Renardo of Foresite Group, LLC;

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

*City Attorney Dan Langley left the meeting at 9:35 am.*

## ENGINEERING

2. **Platting, replatting, lot combinations and/or easement vacations may be required depending on the ownership and configuration of the improvements. Refer to Section 110 of the City Code for subdivision requirements.** The Applicant inquired if the two platted lots would require a replat or Lot Combination? Staff confirmed this would be a Lot Combination Application, noted any utilities on the lot easements would need to be vacated and a cross access easement for the stub to the north would be needed.
11. **Traffic study will be required – see Planning Dept. comments. An Agreement to participate in the Traffic Impact Analysis and coordination with the City’s Transportation Consultant on proposed improvements to the intersection of East Crown Point Road and Crown Park Circle (i.e. signalization, etc.) will be required. A proportionate fair share contribution will be determined for the needed improvements.** Applicant to get directly with City’s Traffic Consultant.

## PLANNING

19. **A community meeting will be required.** Staff will coordinate with Applicant.
20. **The proposed Planned Commercial Development (PCD) should be compiled into a complete set. This will become an exhibit to the rezoning ordinance. The set should have a cover sheet (with sheet list table), and combine the survey, site plan, photometric plan, landscape and irrigation plan, elevations, etc.** The Applicant understood.
22. **Elevations:**
  - a. **The request for an increase in the project’s Floor Area Ratio, from 0.50 to 0.73, is being proposed by the applicant as an Activity Center Development Bonus. The intent of the Development Bonus in Activity Centers was meant as a way of enhancing development for the public. A Development Bonus can be based on architectural design. However, the design of the applicant’s proposed buildings has all of the best features and façade treatments facing the interior. This is not a benefit to the public. The majority of the public will be traversing East Crown Point Road. Please revise the design to engage East Crown Point Road more prominently. The current design is quite monolithic (see below).** There was discussion regarding the features and façade of the building. Staff confirmed the street side elevations are the main concern and requested more features. City offered to work with the applicant and their architect.



**23. PCD Allowable Uses:**

- a. The applicant is proposing bathrooms and kitchenettes in some of its rented facilities. How will the applicant enforce the units from becoming homesteads if they are open 24-hours a day and 7-days per week? Furthermore, how will the City be able to monitor such activity ensuring that clients do not use these as domiciles?** The Applicant will address the lease agreement restrictions and other ways to monitor activity. Further discussion continued regarding ways to monitor activity, modify rented units and if platting as condos is considered. Applicant will work with Staff regarding these concerns.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the Planned Commercial Development for another full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 5-0.***

**Agenda Item #4: 739 Vineland Office Building – SITE PLAN APPROVAL**

Vineland Road – 739

Dave Schmitt Engineering, Inc.

Mala Persaud of Dave Schmitt Engineering, Inc; representative for the project, attended for discussion. The following items were reviewed and discussed:

**ENGINEERING**

- 2. At the 2/01/23 DRC meeting Public Services had a concern/comment that the site was overbuilt and was being raised +3 feet which would be out of character for the area. This comment wasn't addressed with the resubmittal.** Applicant asked for clarification of this comment. Staff explained the site is over developed and not to raise the site by 3'. Staff recommended to redesign the site to include a retention pond, no underground chambers, and no fill.

**PLANNING**

- 18. REPEAT COMMENT: Chain link fence will not provide the necessary screening for the property to the north. Fencing must be opaque. Black vinyl coated chain link fencing is**

**not opaque, even if “privacy slats” are installed.** The Applicant asked for clarification. Staff stated the fence must be a privacy fence, (i.e. PVC, wood, etc.). Also noted, the proposed fill of the project would go against the height of the privacy fence.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the site plan for another full DRC review cycle. City Engineering Consultant Miller, seconded; the motion carried unanimously 5-0.***

**Agenda Item #5: Smith & Main – PLANNED COMMERCIAL DEVELOPMENT / REZONING**

SMITH STREET W – 11 & 186 S MAIN STREET  
Gemini Design, LLC

Removed from agenda. No action required.

**Agenda Item #6: Smith & Main Commercial Building – LOT COMBINATION**

SMITH STREET W – 11 & 186 S MAIN STREET  
Gemini Design, LLC

This item was tabled until date uncertain.

**Agenda Item #7: Temporary Fire Station 21 – SITE PLAN APPROVAL**

Avalon Road – 902  
City of Winter Garden

Mike Caines of the City of Winter Garden; representative for the project, attended for discussion. The following items were reviewed and discussed:

Jim Monahan, City Engineer, recused himself from this item.

No questions or comments from Applicant or Staff.

***Motion by Assistant City Manager for Public Services Pash to approve the site plan as shown and place it on the next available City Commission agenda. Building Official Nemecek, seconded; the motion carried unanimously 4-0-1 with Jim Monahan abstaining.***

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 10:01 a.m. by Chairperson/Planning Director Kelly Carson.

**ATTEST:**

**APPROVED:**

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***DRC Recording Secretary, Ellen King***

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***Chairperson, Kelly Carson***