



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
May 10, 2023**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, May 10, 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: Rob Heaviside, Senior Engineer; Shane Friedman, Senior Planner; Planner I Amber McDonald; Betsey Sorg, Economic Development & Downtown Manager; and Ellen King, Recording Secretary.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz.

Others: City Attorney Dan Langley

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on April 26, 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: Stoneybrook Exchange – PCD REZONING

Stoneybrook West Parkway
Schmid Construction, Inc.

Hal Marston of Rabbani Trust; John Schmid of Schmid Construction, Inc; Tom Knight of Knight Engineering Services; representatives for the project, attended for discussion. The following items were reviewed and discussed:

The Applicant inquired about an old survey of the property showing a wetland on the north side, but the new environmentalist indicates it is a manmade ditch. Waters are flowing across the ditch from somewhere and an easement is not present. The applicant will continue to investigate this aspect and requested the assistance from the City.

PLANNING

27. Four-sided color elevations of the proposed buildings will be required. These buildings must have facades and treatments oriented towards Stoneybrook West Parkway. Specifically, the buildings' entrances must be facing the roadway. Discussion ensued regarding features and façade of the buildings. Staff confirmed the street side elevations are the main concern and requested more details be included.

Motion by City Engineer Monahan to have the application 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: Prodalim PID – PID REZONING

9th Street – 355

HDSi

Jim Hall of HDSi; representative for the project, attended for discussion. The following items were reviewed and discussed:

The Applicant did not have any staff comments to discuss, but clarified the goal to leave the existing buildings as is. Once specific tenants are determined, then modifications to the space will be determined with these specific standards based on their needs. City Staff stated more specific details are needed for the design standards for future development and requesting specific breakdown of current uses and future proposed uses for all the buildings. This information will enable the City to determine proposed impact fees (i.e., traffic and stormwater).

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

Agenda Item #5: WG West Colonial Commercial Dev. – CONSTRUCTION PLANS FOR SUBD.

Colonial Drive W – 12565

WG Commercial LLC

Jim Fraser of Central Florida Engineering, Inc; representative for the project, attended for discussion. The following items were reviewed and discussed:

The Applicant applied for DOT Drainage Connection Permit and was told by DOT the City has to be the applicant. Staff commented this is unusual and will work with applicant on this issue.

ENGINEERING

- 10. Informational: Maximum impervious surface for C-2 zoning is 70%, but must be supported by the St. Johns River Water Management District permit. SJRWMD permit or modification will be required.** Applicant received comments from SJRWMD and DOT and now considering splitting the dry pond into different lots. Also, applicant noted Lot 3 could increase in size if the large dry pond goes away. Staff confirmed individual treatments of each lot is acceptable, and enlarging Lot 3 would eliminate many staff concerns.

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

Agenda Item #6: Nest School: Playground Garden – SITE PLAN APPROVAL

Marsh Road – 16161

Evolving Landscapes

David Schroeder of Evolving Landscapes; and Heather Buchanan of Evolving Landscapes; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

- 3. Although the site work area is less than one acre (+24,550 s.f.) and exempt from NPDES permitting, it is not exempt from the erosion and sediment control criteria as required by Chapter 106 of the City Code.** Applicant questioned location of silt fence? City staff confirmed placement of silt fence.

PLANNING

- 3. In the plant material list please separate the trees and the shrubs into categories. Also, applicant needs to list the size of the tree to be planted (i.e. Ht, Caliper, container size, etc.).** Applicant understood.

STANDARD GENERAL CONDITIONS

- 17. No fill or runoff will be allowed to discharge onto adjacent properties; existing drainage patterns shall not be altered. The applicant should note that if approval is granted, the City of Winter Garden is not granting rights or easements for drainage from, or onto, property owned by others. Obtaining permission, easements or other approvals that may be required to drain onto private property is the Owner/Developer's responsibility. Should the flow of stormwater runoff from, or onto adjacent properties be unreasonable**

or cause problems, the City will not be responsible and any corrective measures required will be the responsibility of the Owner. Site construction shall adhere to the City of Winter Garden erosion and sediment control requirements as contained in Chapter 106 - Stormwater. If approval is granted by the City of Winter Garden, it does not waive any permits that may be required by federal, state, regional, county, municipal or other agencies that may have jurisdiction. Discussion took place regarding drainage. City staff suggested applicant obtain a drainage easement and use the existing pond for discharge. Applicant will need to reach out to the other lot owner (the church) to discuss and work on a drainage easement/maintenance agreement between the two property owners.

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

Agenda Item #7: Dovec Surgery Center – SITE PLAN APPROVAL

Colonial Drive W – 12363

Mitch Collins, P.E., Inc.

Mitch Collins of Mitch Collins, P.E., Inc; and Dale Parsons of CDG of Florida; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

2. Sheet C-4 – Utility Plan:

- a. Show location and size of irrigation meter as shown on the irrigation plan.**
Applicant will provide a domestic meter, and size is TBD.

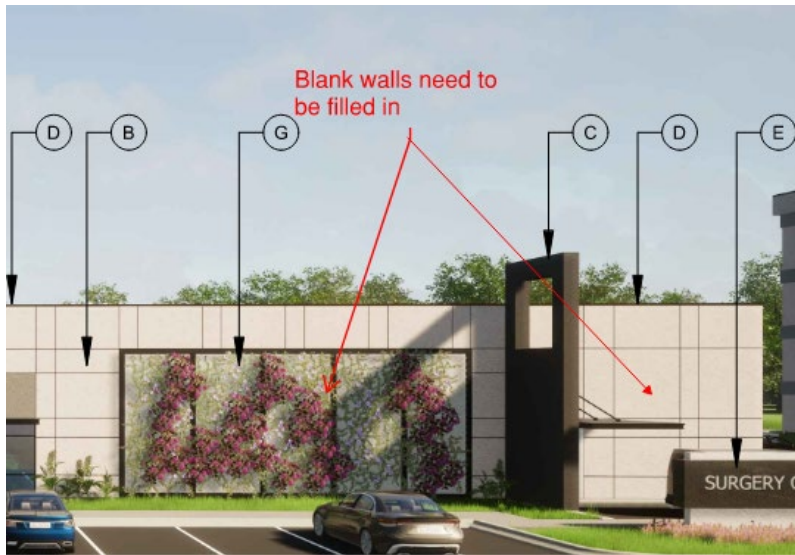
PLANNING

11. Elevations:

- a. The predominant frontage is along Carter Road; however, the majority of the articulation in the building design is facing the interior of the lot. The corner of the building facing Carter should have some if not the same features. The right-of-way facing elevation is very flat and monolithic (see below).** The applicant had a suggested solution and requested to send this revision electronically for staff review? City Staff confirmed applicant could send revisions electronically of the elevations, SJRWMD, DEP and landscape adjustments via the Planning portal, for this review only. Hard copies will be required later for signing.



- b. **The living wall on the south elevation is very expansive and takes up a large portion of the façade. Although living walls are ideal in certain circumstances, this will not be fully mature upon installation and will remain blank for a very long time.**
Also, there is a possibility that it will not mature in such harsh sunlight on a southern facing wall. This should be substituted with another architectural feature such as glazing (i.e. spandrel glass, etc.) or similar feature to break up the large length of blank space (see below). Applicant will install live mature Bougainvillea as a building design element. Staff confirmed the use of the Bougainvillea.



Planning Staff inquired about an Alternate Impact Fee Study? Applicant confirmed this study is being done. Staff clarified the need to review this study as a condition of approval with an understanding this may not be accepted by the City. Applicant understood.

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

Agenda Item #8: Morgan Street Office Retail Center – SITE PLAN APPROVAL

Vineland Road – 965, 981 & 995
 Florida Engineering Group, Inc.

Jean Abi Aoun of Florida Engineering Group; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

1. **The Planning Department shall review and approve proposed uses/zoning, setbacks, parking count, landscaping, buffering, lighting, and signage requirements, including any PCD zoning conditions. Maximum impervious surface for PCD Commercial zoning is 80%, but must be supported by the St. Johns River Water Management District permit.**

Applicant clarified the maximum impervious surface is about 60%.

5. **Sheet C-9 – Site Utility Plan:**
 - a. **Show location and size of irrigation meter.** Applicant questioned if reuse is available? City Staff confirmed a separate connection for irrigation is needed, and will need to switch to reuse when available.

PLANNING

21. **A community meeting will be required.** Applicant will coordinate with planner to schedule

this meeting.

FIRE

29. **Where Point of Service is established by the engineer of record, a CD in PDF format shall be required to be submitted to the building department for fire permitting purposes by licensed underground contractors with a Class V license.** Applicant received the City Fire Inspector contact information to clarify this comment.

Motion by City Engineer Monahan to have the applicant revise and resubmit the site plan for staff review only. City Consulting Engineer Miller, seconded; the motion carried unanimously 5-0.

Agenda Item #9: Image Builders – Office Warehouse – EASEMENT VACATION

Garden Commerce Parkway - 680 & 690
Unroe Engineering, Inc

Tom Harvey of Image Builders; representative for the project, attended for discussion. The following items were reviewed and discussed:

CITY SURVEYOR

1. **Attached is my thought of how the description should have been prepared. The legal description does not give direction of the north or south ends of the description. If the legal description were recorded without the sketch, it would be left up to how someone may interpret the intent. This way gives the full intent of the description. Note: See attached legal revision per City Surveyor.** Applicant confirmed this will be addressed.

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

Agenda Item #10: Central Parc at Winter Garden – PRELIMINARY PLAT APPROVAL

Dillard Street S - 855 & 955
American Jiedigrow Forestry Inc

Christopher Bravo of Bravo Engineering LLC; and Mike McNatt of McNatt Law Firm, P.A.; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

2. **Informational: This review is for compliance with Sections 110-121 thru 110-124 of the City Code regarding preliminary plats. Final construction plans for the site will be reviewed separately once submitted.**

The above requirements will apply whether a “condo plat” or conventional record plat,

and shall provide an entity (POA) for the maintenance of the shared common facilities (stormwater; open space; etc.). As stated in a previous response, no condo documents will be sent to the State prior to the City's approval. Applicant inquired if the City had standard HOA language or specific provisions? City Staff requested applicant's attorney contact the City Attorney for these details.

4. General Requirements:

d. All Storm (>12") and Sanitary lines (>6") shall be inspected by CCTV prior to completion. Applicant inquired if all laterals had to be CCTV? City Staff confirmed commercial properties are tested.

9. The minimum width for an easement within the City of Winter Garden is 30', with the facility centered within the easement. Easements having more than one pipe shall adhere to Section 110-203 of the City Code requiring easement widths based on the following: Minimum Easement Width = (2) x (Depth of Pipe) + (Pipe Diameter + 7'). Applicant asked for clarification if a smaller easement width than 30' would be allowed in tight areas especially around water mains? City Staff stated 30' is best but in tight areas, the City would accept a smaller easement calculation.

11. The site shall be served by City water, sewer and reuse. All utilities required for the development shall be run to the site at the Developer's expense, including potable water, reclaimed water and sanitary sewer. Final plans shall detail all connections including fire protection, reuse water and domestic water supply. All irrigation on the site shall be designed to be supplied by reclaimed water when available and shall be served by a jumper to potable water until that time. It should also be noted that buildings over 6,000 s.f. will require fire sprinklers subject to review by the Building and Fire Departments. Applicant inquired if the City would support a connection to the Tri-City Water Main in the Southeast corner, to provide multiple points of connections in the City system? City Staff confirmed an easement was not available, applicant will have to work with Tri-City, and City Staff are agreeable to this request.

12. 100% of the water/sewer impact fees shall be paid prior to site or building permit issuance or execution of FDEP permit applications by the City. Sanitary laterals, fittings, and pipes shall be SDR 26 per City standards. City Standard Detail Sheets for utilities and public works shall be adhered to. Applicant questioned the use of an underground paved drainage system (permeable pavers)? City Staff does not allow this option. Also, applicant inquired, if the City would approve a 6" pipe to connect the inlet for exfiltration (drain storm)? City Staff stated this would be acceptable if it meets the calculations. The pipe materials were discussed and SDR26 plastic was suggested.

13. Fire sprinkler systems will be required on all buildings over 6,000 s.f. with Point of Service (POS), backflow prevention, etc. shown. All work downstream of the POS shall be performed by a licensed fire sprinkler contractor. Applicant inquired if the townhomes in back would be required to be sprinkled? The applicant was referred to the City Fire Inspector for clarification.

14. Permit from SJRWMD for stormwater is required. Permits or exemptions shall also be

required from FDEP for water and sewer and FDEP NPDES NOI as may be applicable.
Applicant met with SJRWMD for an initial review and was directed to request documentation from the City giving authorization to connect to Dillard Street. City Staff confirmed that once the treatment is completed, it will be part of the pre-development discharging rights.

19. **Pond berms shall be a minimum 10' in width.** Staff reiterated for the record, there would be no support in turning the recreation areas into ponds. The applicant fully understood. The applicant inquired if the city would consider bringing undeveloped area to the north of the property behind the bank to be used as a recreation area? Staff stated this would not be allowed as a buffer between the parking lot and the residence as required. The applicant understood.

Motion by City Engineer Monahan to recommend the Preliminary Plat be placed on the next available Planning and Zoning Board Agenda. City Engineering Consultant Miller, seconded; the motion carried unanimously 5-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:30 a.m. by Chairperson/Planning Director Kelly Carson.

ATTEST:

APPROVED:

/s/

DRC Recording Secretary, Ellen King

/s/

Chairperson, Kelly Carson

DISCUSSION ITEM ONLY

Agenda Item #11: Plant Street Resort – PROJECT FEASIBILITY

Plant Street E – 1500 & 1700

Creative Project Solutions Group, LLC

Phil Waganhein of Creative Project Solutions Group, LLC; and Kurt Gies of Wise Gies Construction; representatives for the project, attended for discussion only.