



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
June 9, 2021**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, June 9, 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 and Assistant City Manager for Public Services Jon Williams.

**Others:** Dan Langley, Assistant City Attorney; Art Miller, City Engineering Consultant; Rob Heaviside, Senior Engineer; Kelly Carson, Urban Designer; Shane Friedman, Senior Planner and Edlyn Gonzalez, CSR.

**ABSENT**

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

**APPROVAL OF MINUTES**

**Agenda Item #2:**

Approval of minutes from regular meeting held on May 26, 2021.

***Motion by Assistant City Manager for Public Services, Williams to approve the above minutes.  
Seconded by, Building Official Nemecek; the motion carried unanimously 4-0.***

**DRC BUSINESS**

Meeting resumed at 9:36am due to technical difficulties.

**Agenda Item #3: Chafin Lot Split – Lot Split**

Fullers Cross Road N - 1201

Deloris Berry

Deloris Berry, applicant for the project attended via telephone for discussion. The following items were reviewed and discussed:

**PLANNING COMMENTS**

9. **All accessory buildings must be removed from the proposed south parcel, and property line, prior to lot split approval.** Applicant acknowledged.
10. **Because City sewer is not available along this portion of Fullers Cross Road the applicant will**

**have to move the septic system to the north parcel. A new septic system must be installed for the proposed north parcel. This must be permitted by Orange County and installation verified by the City prior to lot split approval.** Staff reiterated that a new drain field must be installed. Applicant acknowledged.

#### **CITY ATTORNEY COMMENTS**

##### **11. Memo dated May 17, 2021**

**1. We have not been provided with the required title opinion from a licensed attorney or title certificate from a title company certified to the city showing the ownership, easement, mortgage, and other lien and encumbrance information for the existing lot.** Applicant will obtain and submit the required documents.

#### **CITY SURVEYOR COMMENTS**

##### **12. Memo dated May 27, 2021**

**Chapter 5J-17.051, Minimum Technical Standards General Survey Requirements.**

**Chapter 5J-17.052, Boundary, Technical Standards Survey Requirements.** Applicant will discuss with Surveyor to address missing information per the chapters referenced.

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

#### **Agenda Item #4: Britt Business Center, Lot 15 – Site Plan**

Susan B Britt Court - 571

Empire Developers, LLC

Chris Sears, applicant for the project, attended for discussion. The following items were reviewed and discussed:

#### **ENGINEERING COMMENTS**

##### **4. Sheet C6 – Utility Plan:**

**c. Call out connection to the existing water (i.e. wet tap?)** Applicant inquired if there are valves or caps on site. Staff will ask field personnel to verify.

**e. 100% of all required water and sewer impact fees shall be paid prior to City execution of FDEP permits and issuance of site or building permits.** Applicant inquired when impact fees are due. Staff confirmed prior to site work.

**6. Streetlighting, both internally and on all street frontages, is required pursuant to City Code – dark skies lighting is required. A photometric shall be submitted for review by the Planning Department.** Applicant confirmed this refers to site lighting.

#### **PLANNING COMMENTS**

**12. Please provide four-sided color elevations of the proposed building.** Applicant confirmed this must be submitted with Site Plan.

**20. A dumpster detail is required. All storage or dumpster/solid waste areas shall be designed with a six-foot masonry wall. The wall shall be of a decorative "split face" concrete masonry, "Norman" brick or standard concrete masonry clad with painted stucco or other masonry veneer. The wall shall include a continuous cap feature and closing gate – Code Sec. 118-1529. - Storage areas and site utilities.** Applicant inquired about a standard dumpster detail. Staff reiterated the above options for a decorative wall and the required 12ft. x 12ft. of clear space.

#### **FIRE SAFETY COMMENTS**

**25. 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 was provided with Fire Inspector contact information for clarification.

26. New buildings shall be equipped with a Class I Standpipe Connection in each stairwell on the second floor and each additional floor. Applicant was provided with Fire Inspector contact information for clarification.

27. Any new construction over 6,000 sq. ft. of construction type IIb or higher, or specialty use structure as determined by the AHJ; shall provide a site survey test to determine the available signal strength for Two-way radio communication compliance per State Statute 633.202 (18) and NFPA-1 (2018 Edition). Applicant was provided with Fire Inspector contact information for clarification.

*Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for another full DRC review cycle. Assistant City Manager for Public Services, Williams, seconded; the motion carried unanimously 4-0.*

#### **DISCUSSION ONLY**

##### **Agenda Item #5: Office/Medical/Retail Center – Project Feasibility**

Colonial Drive W – 14909  
RCE Consultants, LLC

Larry Poliner of RCE Consultants; applicant for the project, attended for discussion only.

##### **Agenda Item #6: Ascend Wireless Networks – Project Feasibility**

Colonial Drive W  
Z Construction

Alvaro Hernandez and Alan Zirkelback of Z Construction; applicants for the project, attended for discussion only.

##### **Agenda Item #7: McKey Woods Homes – Project Feasibility**

Palm Drive  
Newcastle Construction Services

Applicant provided advanced notice that attendance was no longer possible for this meeting. This item will be rescheduled to a future DRC meeting date.

#### **ADJOURNMENT**

There being no more DRC business to discuss, the meeting was adjourned at 9:48 a.m. by Chairman/Community Development Director, Steve Pash.

**ATTEST:**

**APPROVED:**

/S/

**DRC Recording Secretary, Edlyn Gonzalez**

/S/

**Chairman, Steve Pash**