



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
June 23, 2021**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, June 23, 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 and Building Official Skip Nemecek.

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

**ABSENT**

**Voting Members:** Assistant City Manager for Public Services Jon Williams and Economic Development Director Tanja Gerhartz

**APPROVAL OF MINUTES**

**Agenda Item #2:**

Approval of minutes from regular meeting held on June 9, 2021.

***Motion by City Engineer Monahan to approve the above minutes. Seconded by, Building Official Nemecek; the motion carried unanimously 3-0.***

**DRC BUSINESS**

**Agenda Item #3: Oakland Park Parcel 17 – Preliminary Plat**

Lake Brim Drive  
Poulos & Bennett, LLC

Jerry Miller of J&J Building and Dave Kelly of Poulos & Bennett; applicants for the project, attended for discussion. The following items were reviewed and discussed:

**PLANNING COMMENTS**

**22. Lot Envelope Plans:**

- a. The trees that are to be saved should be labeled by species and size, consistent with the trees shown as being saved on sheet 6.00. Please revise. Applicant acknowledged.
  - b. Lots 521-523 – You are indicating the front of these houses are to be oriented towards the drainage easement /ditch in the back yard rather than the street (?) Why? This does not make sense, and will create an undesirable streetscape on Tilden Oaks Lane. Applicant confirmed this was an error on the plans and the orientation will be fixed.
23. **REPEAT COMMENT: All of the trees noted as “anticipated tree save” on Sheet C6.00 shall be saved, and the trees shall be included on each lot envelope plan, noted as saved trees.**
- a. Please remove the note that you added on Sheet C6.00 that says additional trees may be removed in the field. What is the purpose of this sheet then? ALL trees noted as saved must be saved. Applicant understands and will remove the note.
24. **REPEAT COMMENT: There are a lot of dashed lines shown on the lots on C3.00, and it’s confusing. It is not clear if they are setbacks or easements. The lot envelope plans should help clarify this, but it should also be clarified on this plan as well.** Applicant clarified the dashed lines and notes on the current plans. Applicant confirmed that everything would be included and spelled out for the future Final Plat.
25. **PUD Consistency:**
- b. Please provide information outlining what the residential type breakdown is now with these “custom house lots” and “lakefront house lots” (the two types noted on Sheet 3.00). You still include “estate house lots” standards even though they don’t seem to be part the proposal anymore. I just want everything cleaned up so I have a clear and consistent breakdown of where we stand with all of the PUD requirements. Staff reiterated the need for a detailed report with all of the requirements.

**Motion by City Engineer Monahan to have the applicant revise and resubmit the preliminary plat for staff review. Building Official Nemecek, seconded; the motion carried unanimously 3-0.**

**Agenda Item #4: Daniels Road Business Park – Site Plan**

Daniels Road - 1200  
Daniels 4 Partners, LLC

Daniel Hayes of Carnahan Proctor & Cross and Kelly Froelich & Randy Hodge of Intram Investments; applicants for the project, attended for discussion. The following items were reviewed and discussed:

**ENGINEERING COMMENTS**

**3. Sheet C500 – Utility Plan:**

- a. There is an existing 12” reclaim main just south of Palm Crossing Drive (see attached). This shall be extended for the full frontage of the project on Daniels Road per Code. The City will consider an upsizing agreement from 8” (minimum required) to the 12” that will be required. The developer’s agreement will cover this item.

**PLANNING COMMENTS**

- 17. A full Traffic Impact Analysis is required. Please submit proposed TIA methodology for review. Per City Staff, the Traffic Impact Analysis must include all proposed development.

**19. Wetlands:**

**The City Code section that includes regulations related to wetlands (Chapter 94, Article III) is intended to protect, preserve and enhance the natural functions of wetlands and other environmentally sensitive areas within the City. This section does not permit wholesale removal of wetlands for the purposes of commercial development, especially within a jurisdiction that is highly prone to flooding.**

- a. Of the existing on-site wetlands, the plans show the removal of 66% of them. Other than providing more upland area for additional commercial development, it is unclear why the City should permit the proposed wetland eradication.** Applicant clarified the intention is not to eradicate the wetlands and will provide proper details of their plans to significantly enhance the wetlands.

**20. Trees. According to sheet T101, you are proposing to remove 321 trees on site (which does not include the trees in the wetlands that are proposed to be eradicated) and replacing them with 321 trees over two project phases. This is unacceptable.**

- a. Per code, any removed trees shall be replaced on a 2-to-1 basis with a similar tree species, resulting in a requirement of 642 replacement trees.** Applicant acknowledged the replacement ratio, and will make the adjustments. Changes will be reflected on the plans.

**21. This plan proposes to raise the site +/- 0.5' - 1' higher than the previous approved plans did. Staff was already concerned about the significant change in elevation from the road, so the amount of fill should be minimized. Please revise.** Applicant stated they are meeting the SJWMD requirement criteria, but they will discuss internally to see if conditions can go down.

**22. Please provide elevations of the proposed dumpster enclosures showing design and materials. Design shall adhere to the requirements of Code Section 118-1529.** Applicant acknowledged.

**23. Benches, bicycle racks and trash receptacles shall be provided and located at the entrance to each building entrance and within pedestrian areas situated along the main facade of the building and at the seating areas. Please show this on the plans and spec the fixtures.** Applicant acknowledged.

**24. Please provide a knee wall in front of the parking area that is oriented towards the street to help screen it. Please provide a detail for this and all of the proposed retaining walls.** Applicant received clarification that the knee wall material should be consistent with the building architecture.

**26. Landscape Plans:**

- a. The building perimeter landscape requirements are not being met (large gap in planter areas). Please review code section 118-1522.** Applicant will work on improvements to the perimeter.

**28. Please provide a photometric plan showing all proposed site lighting. Note: light may not exceed 1.0 fc at the property lines and fixtures shall adhere to dark skies requirements. Please also submit any proposed street lighting along Daniels Road (if applicable).** Applicant acknowledged.

**29. Please submit four-sided color elevations of all proposed buildings (including the non-anchor tenant portions of the building). Note: all building elevations are required to be reviewed and approved by the City Manager.**

- a. The building elevation facing Daniels Road is required to have a true frontage treatment – we will not accept a side elevation. This includes (but is not limited to) additional storefront glazing, and at least one operable set of doors for customers.** Staff reiterated this is critical and there will be no exceptions. There must be a dedicated pedestrian entrance facing Daniels Road that appears and functions as a true frontage.
- b. Having the dumpster area / loading zone visible from Daniels Road is not acceptable.**

*This will need to be screened 100% from the road.* Staff offered an outside meeting to discuss options if necessary.

**BUILDING COMMENTS**

30. *The proposed dumpster enclosure does not meet city requirements.* Applicant inquired if an additional dumpster is still required given that the site already has a compactor. City staff will discuss and confirm with the applicant at a later time.

**PUBLIC SERVICES COMMENTS**

31. *A Public Services is concerned with the access to the double dumpster enclosure behind the retail tenant space. Please consider relocating to minimize backing. The dumpster enclosure detail for the double enclosure (Sheet C-930) needs to be revised to show 12' of clear space (to the front face of bollard). For the anchor tenant, please have the applicant provide a dumpster enclosure detail to ensure a minimum inside clearance of 48'W x 12'D each way (excluding the offset from the back wall of the enclosure to bollards) and show ingress/egress access to site and all dumpsters via AutoTurn for Commercial FEL 33' x 8'.16", Tractor Width =8.0, Tractor Track =8.0, Lock to Lock time =6.0, Steering Angle =34.4.* Applicant acknowledged.

**FIRE COMMENTS**

32. *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 Statue 633.202 (18) and NFPA-1 (2018 Edition).* Applicant received the City's Fire Inspector contact information for clarification.

- Additionally, City Staff advised applicant to maintain the site more adequately moving forward.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the site plan for another full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 3-0.***

**DISCUSSION ONLY**

**Agenda Item #5: V Vid Painting Office & Warehouse – Project Feasibility**

Bay Street E – 308

Fiesta Contracting Incorporated

Richard Lemley of Fiesta Contracting and Armando Ibarra of V-Vid Painting LLC; applicants for the project attended for discussion only.

**Agenda Item #6: CFP Medical Office – Project Feasibility**

Marcel Drive – 1680

CF Pulmonary Real Estate Winter Garden, LLC

Allen Lane; applicant for the project attended for discussion only.

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 9:58 a.m. by Chairman/Community Development Director Steve Pash.

**ATTEST:**

**APPROVED:**

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*DRC Recording Secretary, Edlyn Gonzalez*

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*Chairman, Steve Pash*