



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
October 26, 2022**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, October 26, 2022 in the City Hall Commission Chambers.

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

Chairman/Community Development Director Steve Pash called the meeting to order at 9:35 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 City Engineering Consultant Art Miller on behalf of City Manager, Jon C. Williams.

**Others:** Urban Designer, Kelly Carson; Senior Planner, Shane Friedman; Planner I, Amber McDonald and Recording Secretary, Ellen King.

**ABSENT**

**Voting Members:** City Manager, Jon C. Williams; and Economic Development Director Tanja Gerhartz

**Others:**

City Attorney, Dan Langley; and Senior Engineer, Rob Heaviside

**APPROVAL OF MINUTES**

**Agenda Item #2:**

Approval of minutes from regular meeting held on October 12, 2022.

***Motion by City Engineering Consultant Miller, to approve the above minutes.  
Seconded by Building Official Nemecek; the motion carried unanimously 4-0.***

**DRC BUSINESS**

**Agenda Item #3: Mosaic Winter Garden Salon – CHARACTER AREA PLANNED UNIT  
DEVELOPMENT**

Plant Street E - 996  
Doty Solik Law

Mike Van Den Abbeel of Winter Garden Salon Development LLC; and Solange Dao, P.E. of Dao Consultants, Inc.; representatives for the project, attended for discussion. The following items were reviewed and discussed:

*Applicant asked to be postponed until later in the meeting in order to review staff comments.*

#### **ENGINEERING**

5. **All driveways shall meet the City's driveway requirements as specified in Code: 24' minimum width – 36' maximum, including transitions; 15' minimum side setback from property line; 75' minimum distance between double driveways. See Section 2.10 of Appendix A of the City Code concerning commercial/industrial driveways. A variance or waiver may be required (+10' separation shown).** Discussion was held. The ten feet between curb cuts does not meet Code. As a PUD zoning, this will be set up through the PUD, and included in the PUD Ordinance. City's Transportation Consultant to review.

#### **PLANNING**

1. **A community meeting is required.** Staff will schedule.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the Character Area Planned Unit Development for staff review only. City Engineering Consultant Miller, seconded; the motion carried unanimously 4-0.***

#### **Agenda Item #4: Thomas Residence – SITE PLAN APPROVAL**

Main Street S - 733  
Ryon Yemm

*Applicant requested to be postponed.*

#### **Agenda Item #5: Winter Garden Flex, LLC – SITE PLAN APPROVAL**

Garden Commerce Parkway – 761 & 771  
Winter Garden Flex, LLC

Darcy Unroe of Unroe Engineering; Darand Williams of Exchange Place; and Joannah Williams of Exchange Place; representatives for the project, attended for discussion. The following items were reviewed and discussed:

#### **ENGINEERING**

4. **Sheet C1 – Site Layout Plan:**
  - a. **Repeat comment: Based on the proposed layout showing Lots 23 & 24 with shared parking, drainage, circulation etc. the project will need to submit a lot**

**combination and easement vacation application.** Discussion was held. Applicant will contact Duke Energy, Spectrum, etc. companies and request a sign off to vacate the easement.

**PLANNING**

- 1. **A community meeting will be required.** Staff is working on it.

***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 4-0.***

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 9:50 a.m. by Chairman/Community Development Director Steve Pash.

**ATTEST:**

**APPROVED:**

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/S/

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**DRC Recording Secretary, Ellen King**

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**Chairwoman, Kelly Carson**