The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, April 24, 2019 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER
Chairman/Community Development Director Steve Pash called the meeting to order at 10:02 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: City Attorney Kurt Ardaman, City Development Consultant Ed Williams, Senior Engineer Rob Heaviside, Urban Designer Kelly Carson, Senior Planner Shane Friedman and Customer Service Representative Colene Rivera.

ABSENT
Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:
Approval of minutes from regular meeting held on April 10, 2019.

Motion by City Engineer Monahan to approve the above minutes. Seconded by, Building Official Nemecek; the motion carried unanimously 4-0.

10:02 am Break in Meeting
10:03 am Meeting Resumed

DRC BUSINESS
Agenda item #3 was postponed because the applicant was not present at start of meeting due to traffic delays. Chairman of Committee was aware of this delay prior to meeting. Committee moved on to Agenda item # 4.
Agenda Item #4: Oakland Hills LS/HS/IR – SITE PLAN
Oakland Avenue E – 15200
PFD Oakland Hills, LLC

David Moss of PFD, LLC; applicant for the project was in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

1. All irrigation shall be metered and connected to the reclaimed water mains within the development. Coordinate with Utilities Department on location of irrigation service, meter, etc. All irrigation lines within the City’s right-of-way or utility easement shall be purple color. Show location of proposed meter. Applicant stated this was on sheet L401.

3. General requirements (per the PUD approval):
   c. Written approval from utility providers, prior to final plat approval, shall be obtained to ensure they have sufficient area within the reduced right-of-way/easement for the installation and maintenance of their facilities (electrical power, gas, cable, telephone, etc.). Applicant understood.
   d. A 10’ wide drainage, utility & sidewalk encroachment easement is required adjacent to all rights-of-way. Applicant stated there is a typical 10’ easement and should be enough room for all the equipment to fit in this easement. City staff agreed.

PLANNING COMMENTS

5. The missing 1.3% of open space will be paid as a fee per Sec. 110-328. Fees must be paid in their entirety, prior to the issuance of any building permit for any building or structure to be located upon any parcel or lot in the residential development. Applicant stated there is a signed open space agreement with the city in place and will follow this agreement. City staff acknowledged this agreement and will need to pay fees at time of plat. Applicants will comply.

6. Per the Oakland Hills PUD the 4’ foot compacted crushed shell path is supposed to be a 5’ concrete sidewalk. Applicant stated the city agreed for applicants to have the 5’ crushed shell path rather than 4’ except in the required ADA locations which will be concrete. Applicants were asked to submit details of where the areas will be concrete and crushed shell, etc. for staff review. Applicants will comply.

7. If the community pavilion is going to have the mail kiosk, then the crushed white shell paths must be replaced with concrete and be ADA accessible. Applicant requested to show location of kiosk on plans and show where the concrete locations will be on site. Applicants will comply.

8. Please provide location of mail kiosk. This will be on the resubmittal. It is located in the pavilion and will provide the details and access points, etc. Applicants will comply.

9. The trail around the stormwater pond, the neighborhood park, and the community pavilion show no seating or benches. Please provide seating for your amenities. Need details and pictures of types of furniture, they are planning to use in the fire pit area, benches along the trail, etc.
BUILDING COMMENTS

10. **We will require signed and sealed plans for the columns and mail kiosk when permitted.** Applicants inquired about when they can submit for building permits? Applicant was informed they can submit after approval of plans and confirmed that this is also when the addressing of the development will be provided.

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

10:08 am  Break in meeting
Applicant for Item #3 was now at meeting, so Chairman went back to this item.
10:09 am  Meeting Resumed

**Agenda Item #3: Alexander Ridge Commercial Center – FINAL PLAT**
Avalon Road - 2001
SK Consortium, Inc.

Cas Suvongse of SK Consortium, Inc; applicant for the project was in attendance for discussion. The following items were reviewed and discussed:

Applicant stated that he only had questions pertaining to Engineering comments #5, #6 and #7 as it relates to the plat and water connection improvements. He stated that since this is a public improvement, he would like to have the engineer inspect and approve this connection prior to inspection on the site. City staff requested that applicant coordinate these details with the site Engineer and should be OK.

**ENGINEERING**

5. **Maintenance Bond:** A maintenance bond or letter of credit is required in the amount of 20% of the cost of the improvements and shall comply with the City’s ordinance concerning duration (2 years). This item can be delayed until the improvements have been installed as a condition of issuing the Certificate of Completion. Design Engineer shall provide the total cost of the project, including Contractor’s final pay application, for determination of Maintenance Bond amount. The form of the bond or letter of credit shall be approved by the City Attorney (see City website for form). Provide Design Engineer’s certification of cost and contractor’s contract for the work. This comment was clarified.

6. **The Certificate of Completion has not been issued for this phase.** Upon completion of all improvements, the Design Engineer shall provide signed and sealed as-built record drawings (2 sets), electronic copies of record drawings (pdf and CAD), all permitting clearances, and a certification letter stating that all improvements have been completed in substantial compliance with the approved plans and specifications. Copies of all clearances, certifications, etc. from other permitting agencies shall be provided to the City. Clarified site improvements.

7. **Approval of Certificate of Completion will be contingent upon having all improvements, fire protection, street lighting, street signs and regulatory signage and striping installed.**
approved and accepted by the City of Winter Garden. This was confirmed.

9. *Streetlighting must be installed and operating as a condition of issuing the Certificate of Completion.* City staff explained that applicant will need to reach out to Duke Energy regarding lighting plan and receive a letter that the project is in the design phase. This letter and payment will be required prior to city’s approval of project. Applicant understood.

Motion by City Engineer Monahan to have the applicant review and resubmit the Final Plat for staff review only. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

10:11 am Break in Meeting
10:12 am Meeting Resumed

**Agenda Item #5: Maddox Electric Training Institute – SITE PLAN**
Garden Commerce Parkway – 710 & 720
MM&M PM LLC

Randy Maddox of Maddox Electric, Darcy Unroe of Unroe Engineering, Inc and Cory Cooper of C4 Architecture; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Applicants acknowledged receipt of staff report and did not have any specific questions or concerns to discuss at this meeting.

**ENGINEERING COMMENTS**

8. *All on-site utilities shall be privately owned and maintained. 100% of all required water and sewer impact fees shall be paid prior to City execution of FDEP permits or issuance of site or building permits. Meter sizes shall be provided for review by the Utilities Department for verification of impact fees at time of Building Permit application. Final plans will not be approved for construction until utility impact fees have been paid and FDEP permits or exemptions have been issued.* Applicants stated that they will have the FDEP letter shortly to submit.

14. *Permit modification from SJRWMD is required as well as permits or exemptions from FDEP for water, wastewater and NPDES.* Applicants are expecting this permit soon as well and will submit once they have it.

**PLANNING COMMENTS**

15. *Landscape Plan: Buffer 3 missing understory trees.* Applicants will add these trees to the plans

City staff did not have any items to further discuss.
Motion by City Engineer Monahan to revise and resubmit the Site Plan for staff review only. Assistant City Manager for Public Services, Williams, seconded; the motion carried unanimously 4-0.

10:23 am Break in Meeting
10:24 am Meeting Resumed

Agenda Item #6: Affordable Vet Care – SITE PLAN
Miller Street E - 22
Landdesign, Inc

Jenn Fine of Affordable Vet Care, David Gaster of Landdesign, Inc, and Tony Andruzzi of Landdesign, Inc.; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS
1. Plans and supporting calculations shall be signed, sealed and dated by the appropriate design professional as required by state statute and administrative code. Applicants will have the plans signed and sealed as part of the resubmittal package. Applicants asked if digitally signed and sealed were acceptable and the City responded yes. Applicant will sign and seal on next submittal.

2. Sheet C2.0 – Site Layout:
   b. A sidewalk easement will be required for the sidewalks on the Miller and Woodland frontages per the DRC discussion & zoning conditions. Applicants will label

3. Sheet C3.0 – Grading & Utilities:
   a. Show the utility connections and state whether these are existing or proposed. A separate irrigation meter will be required if not existing. This comment was discussed and will need to be installed.
   b. Provide irrigation plan with next submittal. Applicants understood that this is required and will provide the details.

PLANNING COMMENTS
13. Applicant will be required to install a six feet in height fence along the rear and western property line in accordance with Sec. 118-1297. – Fences and walls. Applicants were instructed to include on plans and provide the details.

14. Applicant will be required to construct a 5’ wide sidewalk. This will also require the execution of a sidewalk easement agreement with the City. City staff explained that applicants will be required to have an agreement on file and recorded.

16. Any proposed on-site or off-site lighting is required to follow the City’s dark sky policies. Will need to submit a photometric plan if any lighting is proposed. Applicants state there will not be any lighting on site.

17. Note: Outside storage is not allowed. Overnight boarding will not be allowed. Applicants acknowledge and understand this is not allowed.

18. Note: There will be road impact true-up fees associated with the property going from residential to commercial. Impact fees were discussed and will be paid through the Building
Permit process. The Building Official will perform a site visit for inspecting the existing structure to ensure that the structure meets Commercial ADA requirements.

Motion by City Engineer Monahan to revise and resubmit the Site Plan for staff review only. Assistant City Manager for Public Services Williams, seconded; the motion carried unanimously 4-0.

10:21 am Break in Meeting
10:23 am Meeting Resumed

Agenda Item #7: Manheim Auto Action Parking Expansion – SITE PLAN
Story Road E - 1380
Interplan, LLC

Ben Buckner of Manheim Orlando, Jonathan Huels of Lowdes Law Firm, Stuart Anderson of Interplan, LLC, George Georgy of Interplan, LLC and Kevin Busse of Interplan, LLC; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

2. **Does the impervious surface calculation shown in the Site Data (Sheet CO) include the wet detention pond at the control elevation per Section 106-2 of the City Code? What impervious ratio was used for the gravel parking spaces? Provide breakdowns.** Applicants will provide impervious surface calculation details in their resubmittal.

3. **Drainage:**
   a. **Approved SJRWMD permit is acknowledged. Please provide all supporting calculations.** Applicants will provide
   c. **Gravel on parking spaces shall be 6” thick (not 4”).** Applicants will revise.

4. **How will the parking spaces be delineated? Will wheel stops or striping be used?** Standard parking spaces shall be 10’ X 18’ or 9’ X 20’. 9’ X 18’ spaces are allowed if sufficient overhang area is provided. City staff discussed that this project will need to include landscaping islands, paved with parking lanes marked, etc. Applicant disagrees that landscape islands are required since this is inventory storage of cars and not a parking lot. It was determined that these items would be best to discuss in a side bar meeting off-line. Applicants agreed.

5. **A traffic study prepared by LTec, the City’s Traffic Consultant, has been submitted.** We recommend that a third party traffic consultant review the methodology and conclusions of the study that recommend very minimal improvements to the failing Story/Carter intersection. This should include the Auto Auction’s contribution to traffic from their driveway on the north side of Story Road at this intersection. These concerns will need to be addressed and worked out with outside traffic study consultant and city staff. City expressed concerns about truck traffic, etc. After some back and forth discussions, it was suggested that it would be a Code Enforcement issue if trucks used the entrance/exit to be discussed in an off-line meeting as well. Both City and applicants were in agreement that this could be addressed in a side bar meeting. It was suggested that applicant attend one side bar addressing traffic issue and then set up a second meeting.
addressing landscaping, site wall, buffer, etc. Applicants agreed.

6. **Streetlighting both internally and on all street frontages (Carter and Story), including payment for the first year of operation, is required pursuant to City Code – dark skies lighting is required. A photometric plan has been submitted for Planning Department review.** City staff clarified that streetlighting will need to be installed for both Story Road and Carter Road. Applicant claims that only work is taking place along Carter Road. This will be addressed in the side bar meeting as well.

7. **If proposed, all dumpsters shall be enclosed and shall provide 12’ minimum inside clearance (each way inside of bollards), and access by solid waste vehicles. Coordinate additional requirements with Public Services Department, Solid Waste Division. Show necessary solid waste receptacles for the site.** Applicants are not planning on having a dumpster.

13. **Landscaping shall not encroach on required sight lines at intersections or driveways. Design Engineer shall provide certification that sight distance requirements are being met. 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.** Applicants will resubmit to meet the site lines.

14. **A separate tree removal permit is required to remove any trees. Coordinate with Building Department (Steve Pash).** Applicants will submit.

### PLANNING COMMENTS

16. **The property is in the Story Road Industrial Activity Center. Per Policy 1-2.1.1 of the City’s Comprehensive Plan. Activity Centers are to encourage compact development, infill and redevelopment at higher intensities, and avoid large single uses of land. Any development that does occur in Activity Centers must be done in an appropriate pedestrian scale walkable and bikeable environment. This means enhanced landscaping that goes above the standard code requirements for tree and shrubs with emphasis on design. The Manheim property along Story Road north of the subject property illustrates this with an assortment of shrubs and understory trees.** City staff stated this comment was instructional for landscaping requirements and for the applicants to include more specific details on their resubmittal.

18. **Will need to pay proportionate fair share of traffic light at Carter and E. Story Road.** This item was tabled for side bar meeting discussion.

19. **Per Comprehensive Plan Policy 1-1.1.1, and City Code Sec. 94-132, the City does not support the removal or impact on any wetlands. Please refer to City Ordinance 18-25 for regulations concerning wetland impacts.** City staff explained to the applicants the process for permit through the SJWDM and reviewed permitting process. Specific wording was emphasized on the permit stating that the city has jurisdiction for permitting process as well. Applicants will be required to follow city ordinances. Applicants understood and will comply.

20. **Sheet Cl.0: Screen wall is too tall and is not decorative. Per Chapter 118, Article VI, Division 7, Section 118-1299. – Buffering material. Buffering materials shall consist of decorative fencing or walls not to exceed the height of six feet. As discussed in past DRC meetings the wall can be designed with a 4’ foot solid section and 2’ foot of decorative fencing or wall cap.** Applicants agreed to work with city on type of barrier and will discuss
further in a future side-bar meeting.

21. Parking shall not extend more than 12 spaces without a tree island break. Island trees must be a canopy tree or some other similar design. This comment was tabled.

22. Site plan does not show any side yard or rear yard landscaped buffers. Please refer to Sec. 118-1502 for buffer requirements. This comment was tabled.

   a. Rear yard landscape buffer requirements are 2 canopy trees per 100 linear feet, 3 understory trees per 100 linear feet and 33 three gallon plants (shrubs) per 100 linear feet. Tabled

   b. Side yard landscape buffer requirements are 1 canopy tree per 50 linear feet and 33 three-gallon plants (shrubs) per 50 linear feet. Tabled

23. Sheet L6 shows 15 cypress trees being removed. Please explain the necessity for removal and their replacements and/or relocation. Discussed trees on property and then agreed to table to discuss in a side bar meeting as well.

   Motion by City Engineer Monahan to have the applicants revise and resubmit the Site Plan subject to the off-line meetings for another full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

10:41 am Break in Meeting
10:42 am Meeting Resumed

Agenda Item #8: Dackor Corporate HQ – SITE PLAN
East Crown Point Road – 310
The Gainsborough Group, Inc.

Chad Linn of Linn Engineering, Charles H. Edward of The Gainsborough Group Inc, Mark Viers of Dackor, Reina Zelaya of Dackor; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

2. Sheet C05 Paving, Grading, & Drainage Plan:
   a. The transition slope along the south boundary is very steep and may pose maintenance issues with the proposed landscaping of the 5' buffer. Address this issue (stem wall; retaining wall; etc.). City staff stated that the slope needs to be a 4:1 slope. Discussed spot grades in the back corner along parking lot and concerns of water ponding in this area. City requested additional spot grades in the southwest corner. Applicants will review and address.

   b. Street lighting along East Crown Point Road may be required per Code; coordinate with Duke Energy per requirements of Appendix A of the City Code. Show existing street lights on East Crown Point Road to determine if more are needed – show photometrics. Applicants will address.
7. **Plan sheets call out Class III RCP.** If HDPE is substituted for RCP, the Engineer shall provide the City with a signed/sealed letter stating that he consents to this substitution and has made the necessary adjustments to the plans and specs to accommodate HDPE. If HDPE pipe is used it shall meet all City material and installation requirements as specified in the City’s Standards & Specifications including Class I bedding, HP polypropylene pipe, laser profiling, installation per ASTM D2321, etc. (see under on-line forms on website). Applicant were requested to call out type of pipe they are planning to use for the site.

**PLANNING**

16. **This property is in the Plant Street Character Area Overlay.**
   
   a. **As discussed previously, the overlay requires that there be a prominent entrance on E Crown Point Road.** It appears as though the street-facing entrance may have been scaled down in this plan. Please advise. Applicants will send design via email and set up a side bar meeting to discuss.
   
   b. **The FFE is +/- 4’ above the adjacent sidewalk. Why is this raised so high? The office FFE should be lowered to be closer to the sidewalk elevation for a more pedestrian-oriented streetscape.** There was a lengthy discussion regarding concerns about the front elevation being 4’ above the roadway and discussed potential options to address this. Applicants will review and determine options.
   
   c. **A variance is required for the proposed front setback. As discussed previously, Staff will support the variance request as it is more in-line with the Overlay requirements.** City staff explained that since applicants are keeping the existing zoning designation for property, this is more of a clerical issue that will need to be cleaned up. City staff are in support of this change, so it will be reviewed by Board with city support. Applicants understood and will comply.

17. **The required building setbacks listed on sheet C04 are incorrect. Please revise.** Applicants will adjust.

20. **Please provide four-sided color elevations of the proposed building. Building design requires City Manager approval.** Applicants will provide.

21. **Provisions for a future cross-access connection should be provided to the property to the south.** Applicants understood and will review options for determining best way to approach this requirement.

**FIRE**

Applicants had specific question pertaining to the Fire comments and applicants were advised to direct their questions directly to the City’s Fire Inspector, Vicky Rutherford along with her contact number. Applicants will comply.

**Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for another full DRC review cycle. Assistant City Manager of Public Services Williams, seconded; the motion carried unanimously 4-0.**
Agenda Item #9: Stoneybrook Senior Living – PUD REZONING
Reaves Road - 12920
Burkett Engineering, Inc.

Angel de la Portillo of Central Florida Strategies, Darla Miller of Modica & Associates, Joshua Campbell of Burkett Engineering, Inc; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Applicants acknowledged receipt of city staff comments. They plan to address them and wanted to ensure that they can continue with process for rezoning. The community meeting scheduled for that evening will be telling a lot of future of this project. City staff explained that they have gotten just a couple of email/ phone calls from residents regarding some concerns i.e. traffic, height of building, etc. Applicants asked if concerns were coming from city residences or Orange County? One was resident and other uncertain. More to follow based on Community Meeting scheduled that evening. Applicants understood.

PLANNING

30. A separate meeting is required to discuss the proposed architectural elevations. Applicants inquired about this comment. City staff stated that yes, a side bar meeting should be set up with their architect and discuss the east side elevation on Reeves Road. Applicants will comply.

Applicants inquired about letter from CPH? Applicants inquired if this was informational or something that they are to respond to? City staff stated that responses and inquiries should be coordinated through planner for this project, Kelly Carson or directly with Amy Daly of CPH. Applicants will comply.

Applicants inquired about specifics for Community Meeting scheduled for that evening at 6:30 pm. City staff reviewed the details and applicants understood.

Motion by City Engineer Monahan to revise and resubmit the Planned Unit Development for another full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

10:58 am Break in Meeting
10:59 am Meeting Resumed

Agenda Item #10: 504 Building – PUD REZONING
Plant Street W - 504
Florida Engineering Group, Inc.

Franco Scala of JJ Park, LLC, Debbie Rodriguez of JJ Park, LLC, Bill Hockensmith of Florida Engineering Group, Mike Morrissy of Aesthetics Department and Jim Walker of Aesthetics Department; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:
ENGINEERING

12. Traffic study may be required – see Planning Dept. comments. A traffic study was discussed specific for this project. It was determined and agreed upon that a traffic study would not be needed for this project.

PLANNING

20. Note: A Community Meeting is required. Timing of this meeting was discussed and due to change in zoning, this will be further down the line in the planning stages of this project. Applicants understood.

24. Staff cannot support the on-street parking as shown as it is located too close to the intersection. This comment was discussed and clarified that both streets would not support street parking. Discussed some concerns about parking space numbers for building and meeting the pedestrian-friendly environment. Confirmed there will be a Plant Street entrance and parking accessible, etc. It was determined that a side-bar meeting to review and discuss these issues would be best. Applicants will comply.

25. The two proposed driveways are large and close together, which doesn’t make for a pedestrian-oriented walking environment. Please revise to either eliminate one driveway or configure a one-way access, narrowing both. City staff discussed potential options for driveways and then mentioned that Public Services did not get details for dumpster location, etc. City staff will get these details and dimensions of the dumpster truck to applicants to incorporate pickup and turning radius allowance as well as address the driveway issues.

Motion by City Engineer Monahan to have the applicants revise and resubmit the Planned Commercial Development pending side bar meeting regarding parking and turn radius for another full DRC review cycle. Assistant City Manager for Public Services Williams, seconded; the motion carried unanimously 4-0.

Applicants inquired about Community Meeting dates? City staff requested that applicants send some possible available dates over the next three weeks and city staff will assist in coordination of this meeting.

City staff inquired when the applicants were planning to submit the project for Architectural Review Board review and approvals? Applicants stated that this should be done sometime over the next couple of weeks.

11:05 am Break in Meeting
11:07 am Meeting Resumed

Agenda Item #11: Tucker Oaks Commercial – PCD REZONING
Colonial Drive W - 15500
Crawford, Modica & Holt, Chartered Attorneys at Law
Jeff Banker of Highland Engineering, John Schmid of Schmid Construction, George Schmid of Schmid Construction, Lisa Sells of Schmid Construction and Jennifer Cotch of Crawford, Modica & Holt; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Applicants stated that they had not received the staff comments prior to this meeting. City staff offered them their copies of the staff report and applicants review them quickly. City staff gave applicants a few minutes to review the staff comments.

City staff gave them a quick overview of the comments including concerns regarding:
- Elevations
- Materials
- Requested to break up the exam room uniformity
- Landscaping

City staff stated that the Engineering comments are informational to be address at site plan stage and Planning comments need to be addressed at PCD level. Applicants will comply.

Applicants inquired about timeline for this project? City staff stated that based on resubmittals and staff reviews possibly on the June 2019 meeting. However, until plans are revised and resubmitted, it is difficult to determine exactly when this project can be moved to next approval stage. Applicants understood.

**PLANNING**

29. **Elevations:**
   a. **Main Office Building – can the center be a different material than the rest of the building to help break it up.** Discussed modern material options.
   b. **Buildings A – C – All of the buildings look the same. Please use different materials, vary the heights, vary the number of units/bays to break up the massing.** City staff discussed this comment and offered suggestions. Applicants will comply.
   c. **Buildings D – K - Please provide options so all of the buildings are not identical.** Similar to 29b comments.
   d. **Note: The West State Road 50 Overlay does not allow primary colors. All buildings shall be painted earth tones.** Concerned about red color as this is a predominate color in their logo. City staff stated that they would work through this concern.

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

**ADJOURNMENT**

April 24, 2019 DRC minutes
There being no more business to discuss, the meeting was adjourned at 10:53 a.m. by Chairman/ Community Development Director Steve Pash.

APPROVED:

Chairman, Steve Pash

ATTEST:

DRC Recording Secretary, Colene Rivera