



CITY OF WINTER GARDEN

DEPARTMENT OF PLANNING, ZONING & DEVELOPMENT
270 W. PLANT STREET
WINTER GARDEN, FL 34787
TEL: (407) 656-4111 • FAX: (407) 654-1258

CITY OF WINTER GARDEN DEVELOPMENT REVIEW COMMITTEE MINUTES FEBRUARY 7, 2007

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, February 7, 2007 in the City Hall Commission Chamber.

CALL TO ORDER

Planning Director/Chairman Edward Williams called the meeting to order at 9:03 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Planning Director/Chairman Edward Williams, City Manager Mike Bollhoefer (*tie breaker*), Assistant City Manager Marshall Robertson, City Engineer Art Miller, Public Works Director Bob Smith, Utilities Director Charlie Tinch, and Assistant City Engineer Mike Kelley.

Non-voting Attendees: City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Economic Development Director Shelly Weidenhamer, Storm Water Engineer Alex Nasser, Building Official Willie Herbert, and Assistant to the City Manager for Public Services Don Cochran.

Others: Planning Technician Leontyne James.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held January 24, 2007.

Motion by City Engineer Miller to approve the above minutes. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

DRC BUSINESS

2. Daniels Road Business Park – Final Plat

Don Scott, Jeff Roberts and Dan Roberts, applicants for the project were in attendance to address Development Review Committee comments.

Planning Department comments from memorandum dated January 31, 2007 were acknowledged and will be addressed.

Comments identified on a letter from Legal Council Lionel Rubio dated January 15, 2007 were acknowledged and addressed. The applicants provided an updated title opinion as of February 6, 2007 which the Planning Department will deliver to Mr. Rubio.

General discussion followed related to the January 24, 2007 Letter from **City Engineer Miller**. All comments were acknowledged and addressed. City Engineer Miller gave emphasis to comment # 2 in regards to the drainage easement in Tract "A", Lots 1 & 2. Mr. Miller also put emphasis on Comment #3 in regards to the backflow preventor for the SunTrust site. Concerning Comment #5, the applicant stated they have revised the plat to reflect the lift station Tract "B" shall be a minimum of 35' X 35' per City Standard Details. The applicant stated he has addressed Comment #6 by providing a 30' cross access easement to parcels 1 & 2 over parcel 3 for access to Daniels Road. Concerning Comment # 14, the applicant stated they have provided a draft of the Property Owners Association's Covenants, Conditions and Restrictions.

Further discussion followed related to the January 25, 2007 Memorandum from **Storm Water Engineer Nasser**. All comments were acknowledged and addressed. Storm Water Engineer Nasser and City Engineer Miller put emphasis on comment # 2, in regards to the utility and drainage easement into Tract "A".

Motion by City Engineer Miller to have the applicants resubmit revised plat for City Staff to review, and depending on that, the item could be presented before the next subsequent DRC meeting. Seconded by Assistant City Engineer Mike Kelley, the motion carried unanimously 6-0.

REPORT FROM CITY MANAGER / CITY STAFF / NON AGENDA ITEMS

City Manager Bollhoefer brought up some issues related to Johns Lake Pointe Development. The final plat review is due on Friday February 9, 2007. **Planning Director Williams** agreed to check if the above project has gone before the Planning and Zoning Board.

Further discussion followed concerning the Garden Plaza project. **Public Works Director Smith** stated the project's applicants will work with the City in regards to permitting on Carter Road since Orange County has just transferred jurisdiction to the City. **City Engineer Miller** stated the applicant will have to work with Orange County for approval of the traffic signal design at Carter Road/S.R. 50, regarding maintenance only. Per Staff consensus, it was agreed that the Developer's Agreement needs to reflect that the City will build the improvements on Carter Road. The signals should be installed before the Certificate of Occupancy is issued. Also discussed were the impact fees and the proportionate fair share costs for the project

Assistant City Engineer Kelley and **Building Official Herbert** both agreed that there will be no issuance of additional building permits for the Winter Garden Village at Fowler Groves until issues have been resolved. Also discussed were the dark skies lighting requirements on Fowler Groves Boulevard.

Discussion amongst the committee followed related to the engineering hold placed on the Tucker Oaks project, Phase 2. The developer needs to provide addresses to the City for Phase 1 and Phase 2. Phase 1 has been cleared for building permits and certificates of occupancy, but Phase 2 has not. The Phase 2 addresses will need to be input into HTE so holds can be placed until Phase 2 receives Certificate of Completion.

A discussion followed amongst the committee members regarding the proposed City Hall.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:37 a.m.

APPROVED:

ATTEST:

Chairman Edward Williams

Planning Technician Leontyne James