

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
APRIL 26, 2007**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Thursday, April 26, 2007 in the City Hall Commission Chamber.

CALL TO ORDER

Chairman Edward Williams called the meeting to order at 9:01 a.m. The roll was called and a quorum was declared present.

PRESENT

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

Non-voting Attendees: City Attorney Kurt Ardaman and Assistant City Attorney Dan Langley.

Others: Planner Brandon Byers and Planning Technician Lorena Blankenship.

ABSENT

Non-Voting Attendees: Stormwater Engineer Alex Nasser and Fire Marshall Tom Anderson.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held April 11, 2007.

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

DRC BUSINESS

2. Hess Express – Site Plan

Mitch Collins and Bruce Hawkins, applicants for the project were in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated April 13, 2007 were acknowledged and addressed.

Comments included in the April 06, 2007 Memorandum from **City Engineer Miller** were acknowledged and addressed.

City Engineer Miller moved to approve the Site Plan with City Staff conditions (see attached) and proceed to the Pre-Construction meeting, provided the applicant resubmits revised plans for City Staff review to the Planning and Zoning Department within three days following this meeting. Seconded by Assistant City Engineer Kelley the motion carried unanimously 6-0.

3. Chick-fil-A at Winter Garden Village at Fowler Groves - Site Plan

Eileen Graf and Ken McCoig, applicants for the project were in attendance to address Development Review Committee comments.

Planning and Zoning Department comments from letter dated April 18, 2007 were acknowledged and addressed. The applicant stated that the Hold Harmless Agreement has not been executed at this point, but stated that they are working on it. Emphasis was placed in comment # 2, color elevations must be provided and approved prior to or at the same time as the final approval of the site plans.

Comments from the April 18, 2007 memorandum from **Storm Water Engineer Nasser** were acknowledged. The applicant provided Assistant City Engineer Kelley with revised plans reflecting the amendment requested by Mr. Nasser.

Comments from the April 18, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed.

City Engineer Miller moved to approve the Site Plan with City Staff conditions (see attached) and proceed to the Pre-Construction meeting. Seconded by Utilities Director Charlie Tinch, the motion carried unanimously 6-0.

4. Stoneybrook West Parcel 19 – Final Plat

Jerry Hart, applicant for the project was in attendance to address Development Review Committee comments.

City Engineer Miller comments from memorandum dated April 16, 2007 were acknowledged and addressed.

Comments from the April 16, 2007 memorandum from **Legal Consultant Lionel Rubio** were acknowledged and addressed.

City Surveyor Blankenship comments from letter dated April 18, 2007 were acknowledged and addressed.

Motion by City Engineer Miller to recommend approval of the Final Plat with City Staff conditions (see attached) and place the item on the next available Planning and Zoning Board meeting. Seconded by Public Works Director Designee Don Cochran, the motion carried unanimously 6-0.

Planning Director Williams stated that the brick wall recently installed at the subject site is 4 feet in height from the finished grade and it should be 6 feet in height from the adjacent finished grade on the project side. He added that the wall is not providing an effective buffer to the adjacent residential areas.

General discussion followed among the committee and Mr. Hart concerning the size of the brick wall and the light poles, and it was determined that the developer must provide the City with an appropriate document to ensure that the brick wall will be 6 feet in height from the adjacent finished pavement grade in parking areas or finished landscape grade in non-paved areas.

The applicant agreed to provide the City with copies of the signed and sealed engineering calculations for all light poles located in the subject property.

5. Exotic Car – Final Plat

Tom Meunier and Michael Paul Bahor, applicants for the project were in attendance to address Development Review Committee comments.

Planning and Zoning Department comments from letter dated April 18, 2007 were acknowledged and addressed.

Building Official Herbert comments from memorandum dated April 13, 2007 were acknowledged and addressed. The applicant was informed that the trees to be removed must be identified in the plans using an “X”.

Since **Fire Marshall Anderson** was absent, the developers were instructed to contact Mr. Anderson directly to address the comments included in the Fire Department Email dated April 10, 2007.

General discussion followed pertaining to the March 28, 2007 memorandum from **City Engineer Miller**. All comments were acknowledged and addressed. Concerning comment #4-D, an off-site drainage easement will be required for the “catchment” area provided on the Auto Action property (for the Story Road turn lane drainage). Also, the Design Engineer was required to identify the outfall for this area on the revised plans. Concerning comment #4-E, the ramp/deck for the tractor trailer parking and rear retention area: a separate building permit will be required for the deck, and the Design Engineer must make a note on the plans in that regard. Signed and sealed structural engineering plans shall accompany the building permit application.

Motion by City Engineer Miller to approve the Site Plan with City Staff conditions (see attached), provided the applicant resubmits revised plans by May 17, 2007, and if revised plans are approved by City Staff, the item may be placed in the June 04, 2007 Planning and Zoning Board meeting. Seconded by Mike Kelley, the motion carried unanimously 6-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:43 a.m.

APPROVED:

ATTEST:

Chairman Edward Williams

Planning Technician Lorena Blankenship