

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
MAY 09, 2007**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, May 09, 2007 in the City Hall Commission Chamber.

CALL TO ORDER

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: 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: Stormwater Engineer Alex Nasser, Fire Marshall Tom Anderson, City Attorney Kurt Ardaman and Assistant City Attorney Dan Langley.

Others: Planner Brandon Byers and Planning Technician Lorena Blankenship.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held April 26, 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. **McDonald's at Winter Garden Village at Fowler Groves – Site Plan**

Justin Polk and Ramon Santos, applicants for the project were in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated April 27, 2007 were acknowledged and addressed.

Comments included in the April 11, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. The applicant stated that they are working on completing the Hold-Harmless Agreement.

City Engineer Miller moved to approve the Site Plan with City Staff conditions (see attached) and after execution of the Hold-Harmless Agreement, the item can proceed to the Pre-Construction meeting, provided the applicant resubmits revised plans for City Staff review to the Planning and Zoning Department by Monday, May 14, 2007. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

3. **Fifth-Third Bank at Winter Garden Village at Fowler Groves - Site Plan**

Matt Singletary and Chris Coleman, applicants for the project were in attendance to address Development Review Committee comments.

Planning and Zoning Department comments from letter dated April 27, 2007 were acknowledged and addressed.

Comments from the April 11, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed.

Comments from the April 27, 2007 memorandum from **Assistant City Engineer Kelley** were acknowledged and addressed.

Comments from the April 27, 2007 email from the **Fire Department** 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 Staff review to the Planning and Zoning Department within 10 days following this meeting, to include the Hold-Harmless Agreement and all appropriate permits. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

4. Golden Pond Addition – Site Plan

Tom Pfeiffer, Geoff Summitt and Tony Miles, applicants for the project were in attendance to address Development Review Committee comments.

Discussion took place concerning the applicants performing work at the site without the appropriate City permits. Planning Director Williams advised the applicants in regards to penalties and fines related to work done without the City's approval. City Engineer Miller informed the applicants that no further work is allow at the site until they receive approval from the City and the St. Johns River Water Management District.

Planning and Zoning Department comments from letter dated May 02, 2007 were acknowledged and addressed. Concerning comment # 2, Planner Byers will perform a site inspection to determine what type of landscaping needs to be done at the site.

Comments from the April 18, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Concerning comment # 2, the developer must designate the existing dumpster area and coordinate with Public Works Department to ensure that the solid waste collection area has capacity for the expansion. Dumpster pad shall include an enclosure and shall provide 10' minimum inside clearance, each way. Concerning comment # 9, all provisions of ADA and Florida Accessibility Code shall be met, and the developer must provide sidewalk from public right-of-way into the site if one doesn't already exist.

Stormwater Engineer Nasser comments from memorandum dated May 02, 2007 were acknowledged and addressed. Concerning comment # 6, in regards to the side slopes of the pond, City Engineer Miller stated that the outside slopes could be 3:1, but St. Johns River Water Management District may require the pond to be fenced.

Concerning comment # 8, a geotechnical report shall be submitted, including any recommendations for pond remediation, or requirements from St. Johns concerning the existing or modified pond system.

Motion by City Engineer Miller to have the applicant revise and resubmit the Site Plan addressing all City Staff comments (see attached) for another full DRC review cycle. Seconded by Assistant City Engineer Kelley, the motion carried unanimously 6-0.

5. Winter Garden Commerce Center – Site Plan

Jeff Sedloff and Scott Holder, applicants for the project were in attendance to address Development Review Committee comments.

Planning and Zoning Department comments from letter dated May 01, 2007 were acknowledged and addressed. Emphasis was placed on landscaping, building elevations, and site lighting (i.e. photometric lighting plan).

Comments from the April 20, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Concerning comment # 4, the gravity sanitary to the existing lift station at Story Road Business Park shall be moved south, out of the additional 40' right-of-way being conveyed to the City. Construct entrance manhole and make connection to lift station wet well. Mr. Miller added that due to the widening of Story Road, the developer may be required, pursuant to the Preliminary Plat condition, to provide an alternate Lift Station on their property. Emphasis was placed on comment # 8, and the developer was required to properly address all issues. Utilities Director Tinch stated that the City will pay for the cost to extend the gravity sanitary across Story Road, and asked the developer to provide a construction cost estimate for review and approval. Concerning comment # 12, provide single sanitary and water connections into the mains with a "wye" instead of individual connections for each lot. The developer was required to provide further details on that regard.

Stormwater Engineer Nasser comments from memorandum dated April 23, 2007 were acknowledged and addressed. Emphasis was placed on comment # 11, the 8" sanitary line is traveling within the swale on Story Road right-of-way. It is recommended that sanitary lines stay outside of stormwater management systems.

Fire Department comments from memorandum dated April 24, 2007 were acknowledged and addressed. This development will not be gated.

Motion by City Engineer Miller to have the applicant revise and resubmit the Site Plan addressing all City Staff comments (see attached) for another full DRC review cycle. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

6. Depot Plaza – Site Plan

Al Tehrani, Ramadan Seyan, and Hesam Reyhani, applicants for the project were in attendance to address Development Review Committee comments.

Planning and Zoning Department comments from letter dated May 03, 2007 were acknowledged and addressed. Emphasis was placed on comment # 1, concerning the ADA and City Parking Code requirements. The developer was asked to comply with the requirements or provide the City with a Comprehensive Parking Analysis justifying the proposed reduction of parking spaces.

General discussion followed pertaining to the April 11, 2007 memorandum from **City Engineer Miller**. All comments were acknowledged and addressed. Concerning comment # 10, 5' wide concrete sidewalks shall be constructed along all adjacent road frontages (complete frontage). FDOT permits required for all drainage, driveway, utility and sidewalk work within the S.R.50 right-of-way. City Engineer Miller suggested that the applicant provide the City with an escrow amount to place into the sidewalk fund. In

regards to comment # 12, the existing 36” storm pipe from Hyde Park crosses into the site at the southeast corner. Drainage from the Orange County enclave to the north passes through this system. Although no changes are shown on the plans, a recorded easement for the existing pipe will be required prior to issuance of the Certificate of Occupancy.

Motion by City Engineer Miller to have the applicant revise and resubmit the Site Plan addressing all City Staff comments (see attached) for another full DRC review cycle. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:32 a.m.

APPROVED:

ATTEST:

Chairman Edward Williams

Planning Technician Lorena Blankenship