

**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
MAY 23, 2007**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, May 23, 2007 in the City Hall Commission Chamber.

**CALL TO ORDER**

**Chairman Edward Williams** called the meeting to order at 9:00 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 Inspector Vicky Rutherford, 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 May 09, 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. Zion Lutheran Church – Site Plan**

Thomas Skelton and Everette Fischer, applicants for the project were in attendance to discuss the Development Review Committee comments.

**Planning and Zoning Department** comments from letter dated May 16, 2007 were acknowledged and addressed.

Comments included in the May 15, 2007 memorandum from **Stormwater Engineer Nasser** were acknowledged and addressed. Concerning comment # 1, in regards to the drainage easement to accommodate off-site drainage flow from Avalon Reserve Townhomes development, the applicant stated that they would like to have some flexibility to negotiate with the Avalon Reserve developers on how to accommodate the off-site drainage. City Engineer Miller stated that the developers must reflect the drainage easement and the pipe on the as-builts.

Comments included in the May 16, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Discussion took place concerning comment # 4, in regards to the 16" water main to be extended along the south side of Marsh Road frontage.

*City Engineer Miller moved to place the Site Plan with City Staff conditions (see attached) on the next Planning and Zoning Board meeting provided the applicant resubmits revised plans to the Planning and Zoning Department within 4 days following this meeting. Assistant City Engineer Kelley seconded the motion.*

City Attorney Ardaman noted that the Developers Agreement will not be executed prior to the subject project being presented before the Planning and Zoning Board. City Engineer Miller stated that the item can be presented before the Planning and Zoning Board, but no site or building permits will be issued until the Developers Agreement is completed.

*The motion carried unanimously 6-0.*

### **3. Alexander Ridge South - Construction Plans**

John Kaiser, Pat Nielsen and Mario Chavez, applicants for the project were in attendance to address Development Review Committee comments.

**Planning and Zoning Department** comments from letter dated May 08, 2007 were acknowledged and addressed.

Comments from the May 11, 2007 memorandum related to the **Construction Plans** from **City Engineer Miller** were acknowledged and addressed. Discussion took place concerning comment # 21, the developer needs to discuss with the City how the current agreements with Conserv II may be implemented in conjunction with the City's CUP with SJRWMD. Interlocal agreements may be necessary. Coordinate with Conserv II and the City's Utilities Department on any reclaimed water agreements that may be in place for this property. This project will be required to provide reclaimed water lines, meter, etc. with the initial infrastructure as required by Code. City Engineer Miller stated that the developer must ensure that the City obtains written plan approval from Conserv II.

Comments from the May 11, 2007 memorandum related to the **Landscape/Hardscape Plans** from **City Engineer Miller** were acknowledged and addressed. Discussion took place concerning comment # 4, wall and landscape installation shall not encroach into the required sight distances pursuant to FDOT requirements. It appears that this isn't met at several intersections of Alexander Ridge Boulevard: Curia Road; Aqua Virgo Road, Cestius Road, etc. Design Engineer shall review and provide certification that sight distance requirements are being met.

Comments from the May 11, 2007 memorandum from **Stormwater Engineer Nasser** were acknowledged and addressed. Emphasis was placed on comment # 6, the 24" drainage pipe passing through the corner of Lot 49 and the 36" pipe passing through the corner of Lot 64 may both require additional drainage easement from the 2 lots. Please show on the drainage plan a 15' wide drainage easement from the center of each pipe towards each lot.

*City Engineer Miller moved to approve the Construction and Landscape Plans with City Staff conditions (see attached), provided the applicant resubmits revised plans for City Staff to review to the Planning and Zoning Department; if revised plans are satisfactory to City Staff, the item can proceed to the Pre-Construction meeting. Seconded by Public Works Director Designee Cochran, the motion carried unanimously 6-0.*

#### **4. Avalon Reserve Townhomes – Construction Plans**

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

**Planning and Zoning Department** comments from letter dated May 11, 2007 were acknowledged and addressed.

Comments from the May 09, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Emphasis was placed on comment # 2, comment # 7, comment # 8, comment # 9, comment # 10, and comment # 12.

**Fire Department's** comments from memorandum dated May 11, 2007 were acknowledged and addressed.

Chairman/Planning Director Williams stated that a large number of lots on the subject townhome development have the alley ways (*14 foot wide road*) as the only access to the residences. Mr. Williams added that the Planning and Zoning Department will no longer approve alley ways as the only access to residential units, since that situation does not provide appropriate access to emergency vehicles and could create significant problems.

*Motion by Assistant City Engineer Kelley to approve the Construction Plans with City Staff conditions (see attached), provided the applicant resubmits revised plans for City Staff to review to the Planning and Zoning Department; if revised plans are*

*satisfactory to City Staff, the item can proceed to the Pre-Construction meeting. Seconded by Utility Director Tinch, the motion carried unanimously 6-0.*

**5. Stoneybrook West Unit 8 (Parcel 17) – Final Plat**

Mario Chavez, Dave Kelley, Chris Hayes and Pat Nielsen, applicants for the project were in attendance to address Development Review Committee comments.

**Planning and Zoning Department** comments from letter dated May 14, 2007 were acknowledged and addressed. Discussion took place concerning comment # 1, in regards to some of the lot sizes. City Engineer Miller stated that the 90' deep lots were adequate, since those lots are adjacent to the golf course, which will never be developed.

Comments included in the May 10, 2007 letter from **City Surveyor Blankenship** were acknowledged and addressed.

Comments from the May 11, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Discussion took place concerning comment # 2, comment # 3, and comment # 8, in regards to the Maintenance Bond, Performance Bond, and a Performance Letter of Credit to cover the sidewalks construction expense.

**Assistant City Engineer Kelley** noted that a streetlighting plan must be submitted for review, to include the streetlighting along the C.R. 545 frontage of the development.

**Planner Byers** noted that the developer must provide a photometric lighting plan that conforms to Dark Skies regulations, including details on the lighting poles.

Comments included in the May 11, 2007 letter from **Assistant City Attorney Langley** were acknowledged and addressed.

**Stormwater Engineer Nasser** comments from memorandum dated May 07, 2007 were acknowledged and addressed.

*Motion by City Engineer Miller to place the Final Plat with City Staff conditions (see attached) on the next available Planning and Zoning Board meeting provided the applicant resubmits revised plat to the Planning and Zoning Department by June 08, 2007 and it meets Staff approval. Seconded by Public Work Director Designee Cochran, the motion carried unanimously 6-0.*

**6. Bostwick Subdivision – Preliminary Plat**

Greg Hudak, George Bostwick and Obough Bostwick, applicants for the project were in attendance to address Development Review Committee comments.

**Planning and Zoning Department** comments from letter dated May 14, 2007 were acknowledged and addressed.

General discussion followed pertaining to the April 23, 2007 memorandum from **City Engineer Miller**. All comments were acknowledged and addressed. Concerning comment # 2, the applicants requested some relief in regards to the improvements on Edgeway Drive, stating that they would like to keep the cost down on the proposed development, since their intention is to develop an affordable housing community. The applicants also inquired about the possibility of instead of providing a retention pond on the site, being able to use the existing retention pond adjacent to the Mildred Dixon Center for the drainage flow. City Engineer Miller responded that in order to use the existing county retention pond, the Bostwick developers need to coordinate with Orange County and provide a drainage easement from Orange County that will give permission to use the county retention pond. In regards to the improvements on Edgeway Drive, City Manager Bollhoefer stated that the applicants need to demonstrate that the proposed development is in fact an affordable housing community and how the road improvement costs will impact the price of the residences. City Engineer Miller stated, regarding the widening of Edgeway Drive, a possible solution could be to have the applicants provide a 12” concrete ribbon curb on both sides of the road instead of widening the pavement, but that a minimum 20’ useable width would be required.

*Motion by City Engineer Miller to have the applicant revise and resubmit the Preliminary Plat addressing all City Staff comments (see attached) for another full DRC review cycle. Seconded by Public Works Director Designee Cochran, the motion carried unanimously 6-0.*

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 10:37 a.m.

**APPROVED:**

**ATTEST:**

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**Chairman Edward Williams**

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**Planning Technician Lorena Blankenship**