



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 JULY 11, 2007

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, July 11, 2007 in the City Hall Commission Chamber.

CALL TO ORDER

Chairman Edward Williams called the meeting to order at 8:00 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, City Attorney Kurt Ardaman and Assistant City Attorney Dan Langley.

Others: Planner Brandon Byers and Planning Technician Lorena Blankenship.

Absent: Fire Marshall Tom Anderson

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held June 27, 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. 420 Roper Road, Daycare – Special Exception Permit

Paul Rountree and George Horton, applicants for the project were in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated July 3, 2007 were acknowledged and addressed. Discussion took place in regards to comment # 2, the required parking spaces. It was determined that the applicants would complete a parking study during the site plan approval process.

Comments included in the July 5, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Discussion took place in regards to comment # 4, the required extension of the water main and the force main for sanitary sewer. Emphasis was placed on comment # 20, inspection fees in the amount of 1.5% of the cost of all site improvements shall be paid prior to issuance of the building permit.

City Engineer Miller expressed concerns related to traffic issues, improvements on Roper Road and the intersections at C.R.535/ Roper Road and Daniels Road/Roper Road.

Chairman/City Planner Williams discussed issues related to the traffic situation, and the possible opposition from nearby communities. City Manager Bollhoefer suggested the applicants will meet with the nearby residents to inform them and address their concerns prior to presenting the item before the Planning and Zoning Board. The Committee members and the applicants further discussed issues related to the traffic circumstances, citizens' opposition, and number of children at the day care.

City Engineer Miller moved to have the applicant revise and resubmit the Special Exception Permit for another full DRC review cycle. The applicant needs to address the traffic and parking issues and have community meetings. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

3. Johns Lake Pointe - Final Plat

Chairman Williams informed the committee that the applicants for the subject project requested the item to be postponed until the next DRC meeting.

4. Oakland Commons - PCD Rezoning

Jeffrey Rapson, Alan Haughey and Farid Tawille, applicants for the project were in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated July 3, 2007 were acknowledged and addressed. Chairman/City Planner Williams explained that at this time the Committee is only reviewing the zoning issues and the pre-plat will be reviewed

separately at a later time. Mr. Williams stated that when the applicants submit the pre-plat application, they need to identify the proposed site infrastructure components, public and private improvements, as well as the location of the water and sewer lines.

Comments included in the June 26, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Mr. Miller stated that in regards to the zoning issues, the engineering department did not have additional comments, but informed the applicant that during the pre-plat process they needed to submit the legal documents concerning the easement through the Post Office.

City Planner Williams moved to approved the PCD Rezoning/Concept Plan and have the item included in the August Planning and Zoning Board meeting agenda with all City Staff conditions (see attached). Seconded by Public Works Director Designee Cochran, the motion carried unanimously 6-0.

5. Golden Pond Addition - PCD Rezoning

Thomas Pavel, Tony Miles, Tom Pfeiffer, Betty Carroll, and Geoff Summitt, applicants for the project were in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated July 02, 2007 were acknowledged and addressed.

Comments included in the May 30, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Discussion took place in regards to comment # 4, ensure that proposed or existing water meters are connected to the domestic water lines, not the fire lines. Discussion took place in regards to comment # 9, provide sidewalk from public right-of-way into the site if one doesn't already exist. After discussion, City Manager Bollhoefer stated that if applicant is not agreeable to satisfy the request, they must provide evidence to the City that the sidewalk into the site is not a requirement of ADA and Florida Accessibility Code. Discussion took place in regards to comment # 8, provide FDEP permits or exemptions for water and sewer prior to issuance of site/building permits. Mr. Miller explained that the developer must pay the appropriate water and sewer impact fees before the City releases the DEP permits pursuant to City Code. Emphasis was placed on comment # 5, easements shall be granted to the City prior to issuance of the Certificate of Occupancy for access to maintain, read, replace, etc. the on-site water meters, and the applicant must provide copies of any existing easements that are in place.

Comments included in the June 1, 2007 memorandum from **Assistant City Engineer Kelley** were acknowledged and addressed.

Assistant City Engineer Kelley moved to place the Site Plan with all City Staff conditions (see attached) on the next available Planning and Zoning Board meeting, provided the applicant resubmits revised plans addressing all comments to the Planning and Zoning Department and meets Staff approval. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

6. Oakland Park Phase 1A - Landscape Plans

John Rinehart, applicant for the project was in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated July 2, 2007 were acknowledged and addressed. It was determined that the construction plans for future phases should include landscape plans.

Comments included in the June 27, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Applicant stated that all comments have been addressed and revised plans will be submitted to the Planning and Zoning Department. Stormwater Engineer Nasser placed emphasis on comment # 14, streetlighting plan will be reviewed separately by Public Works Department. Mr. Nasser expressed concerns in regards to the location of the light poles at the entrance of the proposed subdivision.

Comments included in the June 29, 2007 memorandum from **Assistant City Engineer Kelley** were acknowledged and addressed.

City Engineer Miller moved to have the applicant revise and resubmit Landscape Plans to the Planning and Zoning Department within 3 days following this meeting (by Monday July 16, 2007). If plans are satisfactory to City Staff the applicant can move forward with the process. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

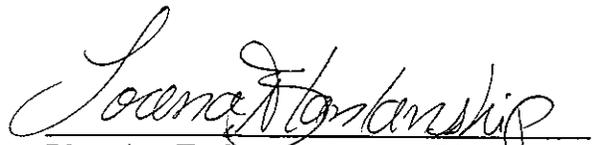
ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 09:36 a.m.

APPROVED:

ATTEST:


Chairman Edward Williams


Planning Technician Lorena Blankenship