

**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
JULY 16, 2008**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in special session on Wednesday, July 16, 2008 in the City Hall Commission Chamber.

**CALL TO ORDER**

**Chairman/Planning Director Ed Williams** called the meeting to order at 9:05 a.m. The roll was called and a quorum was declared present.

**PRESENT**

**Voting Members:** Chairman/Planning Director Ed Williams, City Manager Mike Bollhoefer (*tie breaker*), Assistant to the City Manager for Public Services Don Cochran, Assistant City Engineer Mike Kelley, Building Official Harold “Skip” Lukert, and Economic Development Director Dolores Key.

**Non-voting Attendees:** Chief Planner Tim Wilson, City Attorney Kurt Ardaman, and Assistant City Attorney Dan Langley.

**Others:** Executive Assistant to City Manager Andrea Vaughn, Planner Brandon Byers and Planning Technician Lorena Blankenship.

**ABSENT**

Fire Marshal Tom Anderson and City Engineer Art Miller.

**DRC BUSINESS**

**1. Winter Garden Village at Fowler Groves - Site Plans**

Tom Hareas, David Murphy, Robert Lochrane, Lee Mullon, Becky Furman, Mike Muhall, and Brian Metzler, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the July 15, 2008 memorandum from Development Review Committee were acknowledged and addressed. Discussion took place in regards to comment # 2, the set submitted on July 14, 2008 was incomplete. This project will not be

scheduled for any subsequent City Commission meeting until full construction sets are provided to the City. Please note that, excluding the irrigation and landscape plans, all construction details to include the amenities, walls, fences, building elevations, and other accessory structures must be provided with the construction plans. To date, DRC has only received conceptual drawings of various amenity features. Applicant must provide full specifications and drawings of all amenity and hardscape features. Intensive discussion took place among the Committee Members and the applicants in regards to comment # 3, the provided amenities are insufficient for a high-quality development of this kind. The 0.034 and 0.039 acres of open-space north of the clubhouse is not recreation space. Similarly, the 0.041 and 0.024 acres of open space south of the tot lot is not recreation space. In addition, the 0.446 acres with the BBQ Pavilions are not quality recreation space. The applicant needs to provide more recreation for the future residents. City Staff believes that the green open areas depicted on the Site Plans are not considered suitable developed recreation areas. The submitted site plans are not showing the walking trail around the retention ponds, required by the PCD (*Plan Commercial District*). After discussion, it was determined that the applicant will provide artistic renderings demonstrating that the southern recreation areas are suitably developed. The applicant also agreed to include the walking trail around the retention ponds on the next submittal. Discussion took place in regards to comment # 8, this project is required to have 990 parking spaces (3 per 326 units =978; 3 per 1000 sq. ft. of clubhouse =12). As currently designed, this project does not meet this requirement. In addition, the applicant is using double-stacked parking garages to satisfy the parking requirement. The City has never approved a project with this design and Staff has serious reservations concerning the feasibility of these spaces being used for parking. After discussion it was determined that the applicant must provide a total of 978 parking spaces, the submitted plans do not appear to reflect that number. Revised plans showing the exact number and location of parking spaces need to be provided.

Discussion took place in regards to comment # 2 from the City Attorney's letter, if a trailer, mobile home or similar structure is used for a marketing and sales office or center, such use shall occur on a temporary basis, and shall expire at the earlier of: (i) the turnover of control of the condominium association board by Developer/Declarant to the individual condominium unit owners; or (ii) three (3) years after the City's issuance of a certificate of completion for Project site infrastructure improvements.

***Motion by Assistant City Engineer Kelley to place the Site Plan on the next available City Commission meeting provided the applicant resubmits revised plans by 9:00 on Friday July 18, 2008 addressing all City Staff conditions (see attached), and to incorporate the determinations taken at today's DRC meeting, to include that a total of 978 parking spaces need to be provided and reflected on the site plans. If City Staff finds the resubmitted plans insufficient or non-satisfactory, the item will not proceed to City Commission approval. Seconded by Assistant to the City Manager for Public Services Don Cochran, the motion carried unanimously 5-0***

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 10:54 a.m.

**APPROVED:**

**ATTEST:**

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**Chairman Edward Williams**

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**Planning Technician Lorena Blankenship**