

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
OCTOBER 29, 2008**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in special session on Wednesday, October 29, 2008 in the City Hall 3rd Floor Conference Room.

CALL TO ORDER

Chairman Williams called the meeting to order at 9:07 a.m. The roll was called and a quorum was declared present.

PRESENT

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

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

Others: Community Relations Manager Andrea Vaughn, Planner Brandon Byers and Planning Technician Lorena Blankenship.

Absent: Fire Marshal Tom Anderson.

1. Birket Properties - Site Plans

Daniel Kierstead, applicant for the project was in attendance to discuss the Development Review Committee comments.

Comments included in the October 27, 2008 memorandum from Development Review Committee were acknowledged and addressed. Discussion took place in regards to comment # 3, this property is subject to the Developer's Agreement that requires payment to the City for Utilities that were installed previously. An engineered site plan shall be submitted for review and approval by City Staff and City Commission prior to commencement of any construction. Based on the City's cost, the share for the Birket parcel is \$78,949.19. Payment shall be made prior to construction. Recording of the 30' wide utility easement is also required. After discussion, applicant stated that Birket Property will be responsible for making such payment. The 30' wide utility easement is to be approved for recording prior to site plan approval. Emphasis was placed in regards to comment # 4, per the Bright Horizon Day Care plan, the lateral for the pool is no longer needed as it will discharge to the storm system after dechlorination; applicant needs to remove the lateral on the north property line that is shown graphically on various sheets. Discussion took place in regards to comment # 9, stormwater permit approval by St. Johns River Water Management District shall be provided prior to issuance of site or building permit. Permits or exemptions shall also be required from FDEP for water and sewer and FDEP NPDES NOI. Discussion took place in regards to comment # 11, provide secondary drainage calculations (signed and sealed). Discussion took place in regards to comment # 12, 100% of all required water and sewer impact fees shall be paid pursuant to City Code; it is Staff's understanding that the Bright Horizons project will be paying the required impact fees.

Motion by City Engineer Miller to place the Site Plan on the next available City Commission meeting provided the applicant resubmits revised plans addressing all City Staff conditions (see attached), to include the executed utility easement by noon on Monday November 03, 2008. Seconded by Assistant to the City Manager for Public Services Cochran, the motion carried unanimously 6-0.

2. Bright Horizons Daycare - Site Plans

Russell Ottenberg Steven Geller, and Robert Ewald, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the October 27, 2008 memorandum from Development Review Committee were acknowledged and addressed. Discussion took place in regards to comment # 1, the grading of the swale and ADS inlets on the south property line shall be adjusted to prevent storm water from being impounded on the adjacent property to the south. ADS pipe shall be NT-122, watertight joints.

Discussion took place in regards to comment # 6, provide irrigation plan with connection to reuse main and meter. All reuse water shall be metered. All utilities required for the development shall run to the site at the Developer's expense, including potable water, reclaimed water and sanitary sewer. All irrigation on the site shall be designed to be supplied by reclaimed water when available and shall be served by a jumper to potable water until that time. The revised site plan needs to show the irrigation connection/meter to the reuse water main. Discussion took place in regards to comment # 9, please remove the concrete play area and platforms from the front setback. In addition, please replace the chain link fence along Daniels Road with a decorative fence arrangement. The concrete play area will be allowed to remain with additional decorative fencing and landscaping. The decorative fencing shall wrap back on the north and south sides of the project to the front building line. Also, a 6' high hedge (within 12 months of planting) shall be installed along the north and east sides of the project to screen the play area. Discussion took place in regards to comment # 10, how ADA accessibility achieved with an intercom system that restricts access to the main entry point of the building? ADA compliance shall be provided.

Motion by City Engineer Miller to place the Site Plan on the next available City Commission meeting provided the applicant resubmits revised plans addressing all City Staff conditions (see attached), to include the decorative fence extended on the north and south sides to the front building line and additional hedges (6' high) and trees along the north and east property lines, by noon on Monday November 03, 2008. Seconded by Building Official Lukert, the motion carried unanimously 6-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:40 a.m.

APPROVED:

ATTEST:

Chairman Edward Williams

Planning Technician Lorena Blankenship