

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
MAY 13, 2009**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, May 13, 2009 in the City Hall 3rd Floor Conference Room.

CALL TO ORDER

Chairman Williams called the meeting to order at 9:00 a.m. The roll was called and a quorum was declared present.

PRESENT

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

Non-voting Attendees: City Attorney Kurt Ardaman and Assistant City Attorney Dan Langley

Others: Chief Planner Tim Wilson, Community Relations Manager Andrea Vaughn and Planning Technician Lorena Blankenship.

Absent: Fire Marshal Tom Anderson.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held April 22, 2009.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Lukert the motion carried unanimously 6-0.

DRC Business

2. New Horizons Christian Church & UCP School – Site Plan

Justin Froscher, Philip Walter, and Ted Buckley, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the May 08, 2009 memorandum from the Development Review Committee were acknowledged and addressed. Discussion took place in regards to comment # 6, *please provide all above-ground utilities (e.g. backflow preventor, a/c units, etc) and screen with landscaping that provides an opaque screen. All utilities not shown on the site plan which require construction in the field shall be screened. Please provide landscaping around lift station and access road.* Discussion took place in regards to comment # 7, *paved parking shall be added along the driveway aisle south and west of the proposed building. While the City will consider grass overflow parking, the driveways between the grass parking spaces shall be paved. Additional inlets may be required on the paved drive aisles.* Discussion took place in regards to comment # 9, *the left turn lane and right turn lane on CR 535 required by the Special Exception have been shown. The entire pavement widening area shall be receive an asphalt overlay (S-III or Friction Course).* Discussion took place in regards to comment # 10, *the drainage on the east side of CR 535 appears to be directed via flumes onto the sidewalk. The area south of the CR 535 driveway isn't be collected or directed to the north; culvert may be required under the CR 535 driveway. The area on the east side of CR 535 should be collected in inlets and piped across the driveway to the on-site drainage system.* After discussion City Engineer Miller suggested that a trench drain or channel be placed across the driveway to the on-site drainage system. Discussion took place in regards to comment # 13, *the inlets proposed on Roper Road need to account for the flow in the roadside swale coming from the east.* After discussion the applicant agreed to provide additional documentation. Discussion took place in regards to comment # 16, *stormwater permit approval by St. Johns River Water Management District shall be provided prior to issuance of site or building permit. Please provide approved wetland determination from the appropriate agencies. Permits or exemptions shall also be required from FDEP for water and sewer and FDEP NPDES NOI. It appears that this site does not have a positive outfall and may need to meet more stringent storm-water requirements.* Discussion took place in regards to comment # 23, *provide supporting information to substantiate the Curve Numbers and the Time of Concentrations used in the drainage calculations.* Assistant City Engineer Kelley asked the applicant to provide the Pre and Post volumes and routing calculations for the 25 year, 96 hour storm event, and the 100 year, 24 hour storm event. Discussion took place in regards to comment # 25, *is*

the drainage system designed for full build-out of the site – future? The Applicant indicated the system was designed for the current phase and did not include the future build-out of the site.

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

ITEMS FOR DISCUSSION ONLY

3. Winter Garden Commerce Center, Lots 6&7 - Variance

The committee discussed the request for approval of a 25' front yard variance (50' front yard setback required) for Lots 6 & 7 a the Winter Garden Commerce Center to construct 6 flex space buildings. After discussion the Committee expressed their opposition to granting the petition.

4. Sun Trust Bank @ Avamar - Site Plan Extension

The committee discussed the request for a site plan extension for Sun Trust at Avalon Marsh Retail. After discussion, the committee determined that the Item will be presented before the City Commission for approval of the extension.

5. West Pointe Commons, Lot 3 - Parking Lot Curb Cut

The committee discussed the proposed parking lot curb cut at West Pointe Commons, Lot 3 and determined that final engineering plans needed to be submitted for review.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:38 a.m.

APPROVED:

ATTEST:

Chairman Edward Williams

Planning Technician Lorena Blankenship