

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
DECEMBER 30, 2009**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, December 30, 2009 in the City Hall 3rd Floor Conference Room.

CALL TO ORDER

Community Development Director/Chairman Tim Wilson called the meeting to order at 9:12 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Community Development Director/Chairman Tim Wilson, Assistant to the City Manager for Public Services Don Cochran, City Engineer Art Miller, Assistant Director of Operations Designee Nicolle Van Valkenburg, and Building Official Designee Denis Turner.

Non-voting Attendees: Planning Consultant Ed Williams, City Attorney Kurt Ardaman and Assistant City Attorney Dan Langley.

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

Absent: City Manager Mike Bollhoefer, Assistant Director of Operations Mike Kelley, and Building Official Harold (Skip) Lukert.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held November 11, 2009.

Motion by City Engineer Miller to approve the above minutes. Seconded by Assistant to the City Manager for Public Services Cochran, the motion carried unanimously 5-0.

DRC Business

2. Ladybird Academy Daycare - Special Exception Permit

Sherri Fragomeni and Ryan Cunningham, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the December 21, 2009, memorandum from the Development Review Committee were acknowledged and addressed. Intensive discussion took place in regards to comment # 6. *City Staff has concerns with the off-site and on-site traffic circulation. Staff recommends that a westbound left turn lane be required at the Marsh Road entrance to Avamar. The on-site traffic circulation does not appear adequate and may result in several conflicting traffic movements as noted below:*

- a. A cursory review of Figure 2 indicates that the effective drop-off area in front of the building is approximately 140 feet long. This would accommodate approximately six (6) vehicles because the second lane would need to be kept open to allow any parked vehicles that are exiting a way out.*
- b. Traffic data was used from the Lake Nona Ladybird site. While helpful, the Lake Nona site separates the parking vehicles from the drop-off vehicles and the exiting parking vehicles do not have to travel through the drop-off area. Therefore, the area available for vehicle queuing in the proposed site plan will be half of what is currently available at the Lake Nona site.*
- c. Funneling all the exiting traffic through the drop-off lanes will result in an increase in the number conflicts between vehicles dropping off and vehicles exiting the site. This will lead to a potential queuing situation that may impact the Avamar Shopping Center parking lot. Therefore, the proposed Ladybird Stonybrook site should be redesigned to separate the parking vehicles from the drop-off vehicles.*
- d. Two lanes "enter only" with two-way traffic west of drop-off area. The "Do Not Enter" signs don't appear to be correct.*

Applicants disagreed with City Staff stating that according to their traffic study, it will be very unlikely cars will stack into the shopping center main driveway. Several topics were discussed such as the number of children/staff, drop-off and pick-up hours, dates and times when the traffic counts for trip generation were taken, percentage of children being drop-off, and peak hours. City Staff expressed concerns regarding having the additional traffic coming in through the shopping center driveway on the already congested Marsh Road/Avalon Road intersection. Planning Consultant Williams expressed concerns regarding the traffic impact associated with the intended operations and stated that he did not feel comfortable with the proposed driveway design and the proposed stacking area; he added that new driveway designs should be provided. City Engineer Miller suggested

flipping the building and providing a drop-off area on the rear of the site with a driveway circulating around the building with exit on the south side of the site.

After discussion it was decided that new traffic calculations must be provided, including five or six days at other daycares with the same amount of children. Site plans for the other daycares to be examined (i.e. Lake Nona) shall be submitted along with the traffic calculations, so that the traffic patterns can be compared.

Motion by City Engineer Miller to have the applicant revise and resubmit the Special Exception Permit addressing all City Staff conditions (see attached) for another full DRC review cycle; in addition the applicant is requested to provide new traffic calculations, including several days, longer periods of time per day at other Daycares. Seconded by Assistant to the City Manager for Public Services Cochran, the motion carried unanimously 5-0.

Discussion Only

3. Oakland Park Subdivision, Model Home

Discussion took place among the Committee Members in regards to the utility connections to a proposed model home located at the Oakland Park Subdivision. After discussion it was determined that the applicant will be allowed to install a temporary grinder pump to connect to the existing force main. City Staff will include conditions and restrictions.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:52 a.m.

APPROVED:

ATTEST:

Chairman Tim Wilson

Planning Technician Lorena Blankenship