

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
FEBRUARY 02, 2011**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, February 02, 2011 in the City Hall 3rd Floor Conference Room.

CALL TO ORDER

Community Development Director/Chairman Tim Wilson called the meeting to order at 9:00 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, and Building Official Harold (Skip) Lukert.

Others: City Manager Mike Bollhoefer, City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Assistant Director of Operations Mike Kelley, Executive Assistant Amy Dunn, and Administrative Assistant Corrina Williams.

ABSENT

Economic Development Director Tanja Gerhartz.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held December 15, 2010.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Lukert, the motion carried unanimously 4-0.

DRC Business

2. 1075 E. Story Road, Site Plan

Todd Fox, Anthony Colasanti, and David Evans, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the January 21, 2011 memorandum from the Development Review Committee were acknowledged and addressed. Discussion took place regarding **comment # 1:** *As required from the previous variance request; the ground sign and front landscape buffer shall conform to the West State Road 50 Overlay Development Standards. Per City Code Section 118-1523, requires a minimum 15 foot wide buffer that consist of one 12'-14' high canopy tree per 70 linear feet with a minimum 3.5" caliper and 65 gallon containers and also provide three 11'-12' high understory trees per 100 linear feet with a minimum 30 gallon containers. The front landscape buffer must also include a continuous hedge at least 36 inches high at time of planting to create an opaque screen. The landscape plan needs to be modified to meet the size and height requirements for trees and hedges. All signage will require a separate review and permit application.* Discussion took place regarding **comment # 14:** *Fencing, if proposed, shall meet all City requirements for height, type, etc. Chain link fencing shall be vinyl coated per Code. All construction shall conform to City of Winter Garden standards, specifications and ordinances.*

Committee members and the applicants discussed matters identified in a CCK Construction Services letter dated February 01, 2011. The applicants are requesting to utilize the site for storage of formwork and equipment and to install two temporary office trailers until construction of the permanent building is completed.

Motion by City Engineer Miller to have the applicant revise and re-submit the Site Plan for another full DRC review cycle. Seconded by Building Official Lukert, the motion carried unanimously 4-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:30 a.m.

APPROVED:

ATTEST:

Chairman Tim Wilson

Administrative Assistant Corrina Williams