

**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
OCTOBER 05, 2011**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, October 05, 2011 in the City Hall 3<sup>rd</sup> Floor Conference Room.

**CALL TO ORDER**

**Chairman/Community Development Director Williams** 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 Ed Williams, City Engineer Art Miller, Economic Development Director Tanja Gerhartz, Assistant to the City Manager for Public Services Don Cochran, and Building Official Harold (Skip) Lukert.

**Others:** Assistant City Attorney Dan Langley, Assistant City Engineer Nicolle Van Valkenburg, Senior Planner Laura Smith, Senior Planner Steve Pash, Planner Alejandra Fazekas, and Planning Technician Lorena Blankenship.

**1. APPROVAL OF MINUTES**

Approval of minutes from regular meeting held September 28, 2011.

*Motion by City Engineer Miller to approve the above minutes. Seconded by Economic Development Director Gerhartz, the motion carried unanimously 5-0.*

**DRC Business**

**2. Waterside on Johns Lake, PUD**

Robert Hutson, Scott Stearns, and Tom Sullivan, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the October 3, 2011 memorandum from the Development Review Committee were acknowledged and addressed. Discussion took place regarding **comment # 1:** *proposed roundabout on Marsh Road: size and configuration will be determined at time of final engineering; radius, number of lanes, etc. shall safely accommodate traffic.* Discussion took place regarding **comment # 2:** *provide description of the secondary access point (eastern roadway connection) shown on Marsh Road (lanes; gates; "exit only"?, etc.). Turn lanes on Marsh Road may be required.* City Engineer inquired about the use of the secondary access point. The applicants responded that the secondary access point will be a gated exit and intended to be for residents only; they also indicated that during construction it will be a full access point. General discussion took place in regards to the platting of the subdivision, sales trailer, and model homes. Discussion took place regarding **comment # 3:** *Utilities: No information was provided for the project's proposed utilities. On a preliminary basis the project will need to install a minimum 16" water main, 12" sanitary force main, and a 12" reclaimed water main on Marsh Road to serve the development. These lines will need to be extended to proposed or existing stub-outs near the intersection of Avalon and Marsh Roads, at the Developer's expense. As the Design Engineers develop the master utility plan, provisions for the following may be necessary due to the size of the development and its location: reclaimed water pumping station and/or storage tank site; water plant and/or water storage tank/pumping facility; turnouts for reclaimed water connections. Applicants stated that they are preparing the PSP (preliminary subdivision plan) and the master utility plan, and they intended to enter into an upsizing agreement with the City.* Discussion took place regarding **comment # 4:** *proposed building setbacks need to be discussed with the Developer. Due to utility, drainage and fire safety considerations, we will not support side setbacks less than 7.5 feet.* Applicants stated that to accommodate side setbacks less than 7.5 feet, exterior equipment must be located on the rear of the unit. City Engineer Miller asked the applicant to provide more details and expand more in regards to the type of exterior equipment to be considered obstructed. Mr. Miller also stated that such restrictions shall be included in the subdivision's CCRs; Chairman Williams stated that it would also be a condition of approval that no obstructions would be allowed within the 5' side setback. Discussion took place regarding **comment # 6:** *since this is shown to be gated, we are assuming that the streets will be private and maintained by the HOA.* Applicants responded that it will be a gated community, and the streets will be private, and maintain by the HOA. Discussion took place regarding **comment # 7:** *Docks: will individual lakefront lots have docks or will one common area dock be installed for community use?* The applicants stated that some lakefront lots will be allowed to have a dock, but other lots will have restrictions. Senior Planner Laura Smith asked the applicants to add a note, as a condition of approval, stating that not all lake-front lots in the subdivision will be allowed to have a dock.

***Motion by City Engineer Art Miller to place the PUD on the next available Planning and Zoning Board meeting provided the applicant resubmits revised plans addressing all City Staff conditions (see attached) by noon on Monday October 10, 2011. Seconded by Economic Development Director Gerhartz, the motion carried unanimously 3-0.***

### **3. Serenades by Sonata, 720 Roper Road**

Selby Weeks and Stephen Caruso, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the October 3, 2011 memorandum from the Development Review Committee were acknowledged and addressed. Discussion took place regarding **comment # 2:** *A Developers Agreement addressing the phasing, utilities and other commitments of the development's master plan shall be approved by the City Commission and recorded prior to the issuance of any site or building permits. City staff will draft the D.A. that shall include, but not be limited to the following: project phasing; vehicular access to the site including possible connection to the proposed Roper Road Extension; no additional curb-cuts on Daniels Road (other than the possible future Roper Road Extension); provisions for cross access, shared drainage and shared utilities between the Serenades and Future PUD sites (i.e. easements and possible platting); adherence to all City Codes and Standards.* Discussion took place regarding **comment # 6:** *We believe all or at least a portion of this property drains to the north to a closed wetland that does not have an outfall. Retention of the 100 year, 24 hour storm event, or volumetric pre-post 25 year, 96 hour storm event may be required (and site design needs to be coordinated with the Bradford plans).* City Engineer Miller informed the applicant that the St. Johns Water Management District calculations will be subject to the City's review, and the drainage system will also be review to ensure that the surrounding properties will not be negatively impacted. Discussion took place regarding **comment # 9:** *a traffic study needs to be provided for review by the City's Transportation Consultant. Final site plan may need to provide additional improvements pursuant to the traffic study.* Community Development Director Williams stated that they don't need a traffic study. Discussion took place regarding **comment # 10:** *Proposed (applicant drafted) Preliminary Draft PUD Ordinance states in Section 2a that the following sections of Chapter 118, Article V, Division 2 of the City Code pertaining to Residential Planned Unit Developments shall not apply to the property: Section 118-860, Section 118-921, Section 118-923, and Section 118-927. Provide explanation of request for exemption from the requirements, specifically pertaining to Sections 118-860 and 118-923 which address Common Open Space and Recreation requirements.* Applicant inquired if the City, considering the nature of the proposed facility, could entertain an exemption or some type of credit regarding the Open Space requirements. Community Development Director Williams asked the applicant to provide the percent of open space they intent to provide, the proposed landscaping, details on the court yard area, and any other way that would make up for the reduction of the open space requirement.

The applicant was instructed to provide coloring renderings of the building elevations.

*Motion by Art Miller to place the PUD on the next available Planning and Zoning Board meeting provided the applicant resubmits revised plans addressing all City Staff conditions (see attached) by noon on Monday October 10, 2011. Seconded by Building Official Lukert, the motion carried unanimously 5-0.*

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 10:04 a.m.

**APPROVED:**

**ATTEST:**

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**Chairman Ed Williams**

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**Planning Technician Lorena Blankenship**