



# WINTER GARDEN

## CITY OF WINTER GARDEN DEVELOPMENT REVIEW COMMITTEE MINUTES

**January 29, 2014**  
**REVISED 03-19-2014**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, January 29, 2014 in the City Hall Commission Chambers.

### **Agenda Item #1: CALL TO ORDER**

Chairman/Community Development Director Ed Williams called the meeting to order at 9:57 a.m. The roll was called and a quorum was declared present.

### **PRESENT**

**Voting Members:** Community Development Director Ed Williams, City Engineer Art Miller, Building Official Harold (Skip) Lukert, Economic Development Director Tanja Gerhartz and Assistant City Manager for Public Services Don Cochran

**Others:** City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Senior Planner Steve Pash, Senior Planner Laura Smith, Planner Kelly Carson and Customer Service Representative Colene Rivera.

### **APPROVAL OF MINUTES**

#### **Agenda Item #2:**

Approval of minutes from regular meeting held on January 22, 2014.

*Motion by City Engineer Miller to approve the above minutes. Seconded by Assistant City Manager Cochran, the motion carried unanimously 3-0.* (Building Official Harold (Skip) Lukert, Economic Development Director Tanja Gerhartz were not present at the meeting during this vote).

9:58 am        Break in meeting  
*Building Official Lukert arrived late at 9:59 am.*  
10:00 am       Meeting Resumed

### **DRC BUSINESS**

#### **Agenda Item #3: 303 Bayside Avenue – Lot Split**

Allen Johnson and Abbey Johnson, applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Applicants expressed that they were in the investigation stage and researching possibility of a lot split for this location. Applicants inquired about impact fees and when these would occur. These comments were to make sure the applicant knows all present and future requirements should they move forward with the lot split (with the City disclosing all the issues and concerns). It was explained that impact fees would be part of the building permit fees and would not occur until a new structure was approved and being planned for on this lot. It was explained that if they decided not to move forward with lot split but wanted to build a separate structure, they would have to apply for a variance or special exception.

### **ENGINEERING**

While we don't object to the lot split, the utility question below (#3) needs to be answered.

3. **Based on GIS information, an existing water main is located on the north side of Timbercreek Drive South for connection. The sanitary sewer however, is farther west and may pose a problem for connection to the newly created vacant lot. Provide plans showing how the new lot will be connected to the sanitary sewer.** Staff pointed out that this comment was numbered 4 in the comments but was the comment referenced in the top line about utility question needing to be answered. If the lot split moves forward, the sanitary sewer design and construction can be delayed until such time as a building permit is applied for. The applicants were told that if they list the property for sale without first resolving the sanitary sewer issue, they will need to disclose this information to all potential buyers.

### **PLANNING**

9. **Following lot split approval and prior to selling or developing the property, the existing 6' tall wood fence running parallel to Timbercreek Drive South must be removed along the frontage of the new lot. A 6' tall fence exceeds the City's maximum height requirement for front yards.** Applicants were advised that this fence would need to be removed at time of sale of lot.

***Motion by City Engineer Miller to recommend the Lot Split be placed on the next available Planning and Zoning Board Agenda, provided the applicant submits survey and meets all City Staff conditions to the Planning and Zoning Department. Building Official Lukert, seconded; the motion carried unanimously 4-0.*** (Economic Development Director Gerhartz was not present at meeting during this vote)

Applicants were advised that this would probably need to be on the March Planning and Zoning meeting due to City Surveyor needing to review and approve plans that were submitted at the meeting.

10:06 am Break in Meeting  
10:08 am Meeting Resumed

**Agenda Item #4: Florida Hospital of Winter Garden - SPA**  
Littlejohn Engineering Associates

Borron Owen of Gray Robinson, Raymond Moe of Florida Hospital and George Huddleston of Littlejohn Engineering Associates; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Applicants gave a brief overview and update on progress from last week's DRC meeting including progress of designs for storm sewer, utilities and analysis, slight alterations to the building and layout of service yard area. Discussed that the Service Yard area submittal was just a block and didn't include details of landscaping, screening and buffering. Applicants explained that this is still being developed and wanted to discuss further in today's meeting.

Applicants requested to discuss applicant's attorney's concerns and issues first as he needed to leave the meeting early to get to other commitments.

- 1) Discussed the proposed total square footage of building; allows for either opening up the ordinance or trade some of the classification of the used space. Applicants stated that they would prefer not to open up the ordinance, so will look at converting a portion of the medical office to emergency department.

***MINUTES REOPENED MARCH 19, 2014 TO ADD THE FOLLOWING:***

*Community Director discussed with applicants that "you have 40,000 square feet of emergency room when you're only approved for 30,000 square feet of emergency room...we either open up the ordinance and change all that or we consider converting some of your medical office to emergency room...you're only option if you don't want to open the ordinance is to trade square footage... you have 200,000 square feet of medical office, the traffic conversion would be about 4,000 square feet of medical office would convert to about 10,000 square feet of emergency room..." Applicants agreed that they did not want to reopen the ordinance. In conclusion to this discussion, there will be a total of 200 beds with 40,000 square feet of emergency room and 196,000 square feet of medical office space.*

***End of revised segment***

10:14 am Assistant City Manager for Public Services Cochran left meeting

- 2) Discussed amount of proposed square footage exceeds the agreement and thus triggers for road improvements for Phase II. City stated that they would prefer that the Hospital build the two turn lanes at the same time instead of one turn lane then come back to build the second turn lane at a later date. Hospital agreed to build both lanes at the same time. Discussed road improvements vs. road impact fees. Applicants stated they would prefer to pay road impact fees.

10:16 am Assistant City Manager for Public Services Cochran returned to meeting  
Economic Development Director arrived late at 10:17 am.

- 3) Discussion of power lines with Duke Energy – underground lines and need for easement.

- 4) Right-of-way roadway for surrounding restaurants – need answers for City Commission meeting, public hearing and need to contact the business owners. Applicants will get us this information by end of week and will contact business owners.
- 5) Timeline for construction of bicycle pathway as a condition for Phase I; clarified transportation improvements and impact fee credits. It is the City’s position that the bike path does not qualify for impact fee credits as it is not a “roadway” improvement.

*Applicant’s Attorney left meeting at 10:26 am*

## **PLANNING**

2. **CONDITION OF APPROVAL: The proposed round-a-bout at the intersection of Flower Groves Blvd and Sembler Way will require coordination with the City of Winter Garden’s round-a-bout consultant. Discussed earlier with Applicant attorney and discussions are in progress.** Applicant stated this in on going and discussions are in progress with the City’s roundabout consultant.
3. **CONDITION OF APPROVAL: Provide complete landscape/hardscape plans including type and size of all materials to be used within landscape areas.** Applicant reported that this is progressing.
4. **REPEAT COMMENT: What is the status of site power from Duke Energy and the undergrounding of power lines on the west side of Winter Garden Vineland Road as required by Ordinance 12-54, Item 15(a)?** Covered in earlier discussion of the meeting with Applicant’s attorney.
5. **REPEAT COMMENT: Ordinance 12-54, Item 16(g)1 states that:**  
**Phase A of the Hospital Project (for purposes of this subsection (g) only, the “Emergency Department/Medical Office Phase”) will consist of an emergency department containing approximately 25,000 to 30,000 square feet, and approximately 50,000 to 60,000 square feet of medical office.**

**The site plan does not clearly delineate between emergency department use and medical office use, however if the emergency department is 30,000 sqft as permitted then the medical office use is approximately 92,402 sqft which exceeds that permitted by Ordinance 12-54. This excess square footage in the first phase of the Hospital Project will spur additional roadway improvements to be done with the first phase which were not scheduled to be completed until the second phase.**

**The following road improvements will be required to be constructed by Florida Hospital as part of the Emergency Department/Medical Office Phase and are conceptually depicted in Sheets “PCD-19” – “PCD-21” attached to Exhibit “D”:**

- a. **Widen Fowler Groves Boulevard to 4-lanes (11' wide lanes) from the main entrance of the Hospital Project to Daniels Road, and include a new dedicated eastbound right turn lane at Daniels Road.**
- b. **Westbound left turn lanes on Fowler Groves Boulevard into the main Hospital Project entrance. Unused travel and turn lanes will be "striped out", leaving a single left turn into the Hospital Project and a single right turn out of the**

- Hospital Project. A directional median will prevent left turns out of the Hospital Project. Sheet "PCD-19" attached to Exhibit "D" hereto depicts the Fowler Groves Boulevard entry improvements into the Hospital Project.
- c. Extend the northbound left turn lane at the mall entrance and Daniels Road (Hess Station) (Sheet "PCD-21" attached to Exhibit "D")
  - d. Extend the northbound left turn lane at Daniels Road and Fowler Groves Boulevard (Sheet "PCD-20" attached to Exhibit "D").
  - e. Construct 10' wide bike path/sidewalk on the north side of Stoneybrook West Parkway from CR 545 to Daniels Road.

The following road improvements will be required as part of the Hospital Phase, but may be required as part of the Medical Office Phase, if the Medical Office Phase occurs prior in time to the Hospital Phase, as determined by the City during its site plan review of the Medical Office Phase and are conceptually depicted in Sheets "PCD-19" – "PCD-22" attached to Exhibit "D":

- a. Provide a second northbound left turn lane at Daniels Road and Fowler Groves Boulevard (Sheet "PCD-20" attached to Exhibit "D").
- b. Provide a traffic signal at the main hospital entrance and Fowler Groves Boulevard (Sheet "PCD-19" attached to Exhibit "D") and remove striping so that there are two lanes entering the Hospital Project.
- c. Extend west to south turn lane at Fowler Groves Boulevard to Sembler Way and prepare warrant study for potential traffic signal at the Fowler Groves Boulevard/Sembler Way intersection.

Discussed earlier in meeting with Applicant's Attorney.

- 6. REPEAT COMMENT: Provide 4 sided color elevation of all proposed structures.
  - Exterior elevations are not consistent with prior renderings provided and will require modification. Clarified that the elevations are sufficient for site plan approval but not sufficient for City Commission meeting to get sign off. City Staff clarified that approvals by the DRC and P & Z board is not an approval for the building elevations.
- 10. REPEAT COMMENT: How will the helipad noise and visual impact be mitigated for? The Florida Hospital-Fowler Groves PCD Plan exhibited within Ordinance 12-54 located the helipad behind building to maintain separation and buffer the residential neighborhoods to the north and west from the helipad activity.
  - The screen walls for the equipment are not detailed. Provide detail of screen walls and equipment that will serve as a buffer. Discussion of retaining wall and buffering of helipad area. Later in meeting, it was discussed if there are any oil/water separator tanks in the helipad area for fuel? Applicants stated that there would not be any fueling at the helipad.
- 11. REPEAT COMMENT: Provide updated traffic analysis which incorporates operational characteristics and design components of the new primary access location

**and use of a round-a-bout at the intersection of Fowler Groves Blvd and Sembler Way.**

Discussed screen wall for newly proposed round-about at intersection of Fowler Groves Boulevard and Sembler Way. Advised applicants to review traffic headlight lengths and needing to screen for length appropriate for exiting traffic from hospital. Applicants will review this and ensure that it is sufficient to not affect surrounding neighborhoods.

**PUBLIC SERVICES**

16. **Grease traps shall be required on all sanitary sewers where they leave the building footprint. Please review the city code and utility specifications for size requirements.**  
Discussed and applicants assured staff that there are not any food preparation areas for Phase I building use. Staff confirmed that grease traps are not needed until there is a food preparation area.
17. **Please revise the connection to the lift station. Connect to the lift station by core boring the wet well and making the connection directly to the wet well or connect to a manhole further upstream from the wet well on Sembler Way.** Staff requested that the connection be further upstream than what was shown on the submitted plans.
18. **Please submit lift station calculations for review. Show all future phases and their contributing flow to the system.** Applicants will update and submit.
21. **Water, sewer, and reuse impact fees shall be calculated based on meter size. The water meter shown on the plans is six inch. The water impact fee for a six inch meter is \$54,300.00 and the sewer impact fee for a six inch meter is \$88,350.00. These fees are due to be paid at the time of FDEP Permit Application.** Applicants are aware these need to be submitted.
30. **The discharge of medical waste into the city's sewer system is prohibited. Please review Chapter 78, Section 132 for more detail. Please describe the disposal method for all medical waste generated by the facility. Please indicate all onsite containers that will be required for disposal of all medical waste.** Applicants assured that all medical discharge will go into a decontamination tank. Discussed if there are areas with floor drains. Applicants understood that anywhere there is medical waste will need to be collected into a decontamination tank and not go into the main sewer lines.

**ENGINEERING**

41. **Drainage plans were submitted but are incomplete. Show existing pipe sizes and what is being replaced, relocated, or proposed as new.**
- **Sheet C6.3: Existing callouts are not legible; no new drainage is shown where the new right turn lane is proposed.**
  - **Sheet C6.4: Need more detail/information on the storm outfall into the swale and where the swale discharges into the stormwater pond (Sheet C6.6). Is a loading dock proposed for this phase?**

City staff expressed intent of this comment. City is looking for details where there is an existing drain and moving it due to construction and that flow remains the same as current.

42. Coordinate with Duke Energy on all power requirements, possible pole relocations, etc. A site lighting plan (internal and on adjacent streets), meeting dark skies requirements, is required. Based on the meeting with the Design Team, Duke Energy, and the City on 1/27/14 and subsequent e-mail from Duke, the non-binding estimate for undergrounding the power lines on CR 535 is \$187,000. There may be additional costs that are not included (i.e. easements and other utilities co-located on the Duke poles). Florida Hospital will need to initiate any requests or associated payment(s) for Duke to prepare a formal "Engineering Estimate" for the power relocation pursuant to the ordinance. This was discussed with applicant's attorney earlier in this meeting. Applicants will review relocation option and check on easements. Applicant will need to initiate and pay for the final design and binding estimate from Duke Energy.
43. Landscape and irrigation plans will be required for the median modifications on Daniels Road and Fowler Groves Boulevard, as well as adjacent and internal to the site. Provide sight triangles for all intersections. Landscaping shall not encroach on required sight lines at intersections or driveways. Design Engineer shall provide certification that FDOT sight distance requirements are being met. Discussed easements and landscaping.

Applicant inquired about buffer and easement and how they are affected. City Staff advised applicant that they will need to see how the easement was recorded on the plat and whether there were landscape, utilities, drainage, etc.

(Chairman Williams temporarily stepped down from Chairman position to make the following motion.)

*Community Development Director Williams made a motion to recommend that this item be brought to Planning and Zoning [Board] with those issues that are not resolved be written as conditions and not present to the [City Commission] Board until [building] elevations are approved by the [City Commission] Board. City Engineer Miller, seconded; the motion carried unanimously 5-0.*

## ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:49 a.m. by Chairman/Community Development Director Ed Williams

**APPROVED:**

**ATTEST:**

  
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 Chairman, Ed Williams

  
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 DRC Recording Secretary, Colene Rivera