



WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
October 29, 2014

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, October 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 10:01 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Community Development Director Ed Williams, Building Official Mark Jones, Economic Development Director Tanja Gerhartz and Assistant City Manager for Public Services Don Cochran

Others: Assistant City Attorney Dan Langley, Manager of Community Development Steve Pash, Planner Kelly Carson, Planner Nadine Avola and Customer Service Representative Colene Rivera

ABSENT

Voting Members: City Engineer Art Miller

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on October 15, 2014.

Motion by Economic Development Director Gerhartz to approve the above minutes. Seconded by Building Official Jones, the motion carried unanimously 3-0. (Assistant City Manager for Public Services Don Cochran was not present at meeting during this vote)

10:02 am Break in Meeting

Assistant City Manager for Public Services Cochran arrived late at 10:04 am

10:04 am Meeting Resumed

DRC BUSINESS

Agenda Item #3: Roper Subdivision – PRELIMINARY PLAT

Beard Road – 562

KB Home

Matt Boerger of KB Homes, Scott Gentry of KCG and Garth Ritter of KCG; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

10. Typical Section: Right-of-way width shall be a minimum of 50 feet with minimum roadway pavement width of 24' as required by City Code (12' minimum each lane); 16' minimum lane width for any divided portion (additional width may be required if parking is allowed); 18" of clean fill with no more than 5% passing a #200 sieve required under the subbase; 98% density required on all compaction; 2" minimum asphalt thickness; 10" minimum soil cement base thickness; minimum 24" wide concrete curb and gutter required (or Miami curb); 5' wide concrete sidewalks required on both sides of street; minimum 10' wide drainage, utility and sidewalk easements required adjacent to all rights-of-way. Underdrains are required when the seasonal high water table is within 18" of the bottom of the base or if encountered within 18" of the base during construction. All construction shall meet City of Winter Garden requirements for drainage, roadways and utilities (see City Standard Details available on-line at cwgdn.com). Applicant inquired about use of 10" minimum crushed concrete rather than 10" minimum soil cement base? City Engineer was not present at meeting; however staff commented that soil cement base is preferred and what has been typically requested. Applicants were advised to follow up with City Engineer to confirm.

14. 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; utilities upsizing; R/W conveyances; adherence to all City Codes and Standards; etc. Applicants inquired about status of Developer's Agreement. City staff replied that the attorneys will get together on the details and initiate the agreement with applicant's attorneys.

City staff inquired if applicants have received the memo from the City Surveyor? Applicants confirmed and will reply directly on concerns addressed in memo. Discussion took place to clarify that a full blown plat plan will need to be submitted. Staff confirmed that the drainage calculations were submitted for review by City Engineer.

Motion by Economic Development Director Gerhartz to have the applicant revise and resubmit the Preliminary Plat for the next scheduled DRC meeting. Seconded by Building Official Jones, the motion carried unanimously 4-0. DRC Chairman requested that the motion be amended to reflect scheduled for another DRC meeting once the applicants have submitted revised plans and city staff have had a chance to review for comments. ***Amended motion by Economic Development Director Gerhartz to have the applicant revise and resubmit the Preliminary Plat for another full DRC review cycle. Seconded by Building Official Jones, the motion carried unanimously 4-0.***

ADJOURNMENT

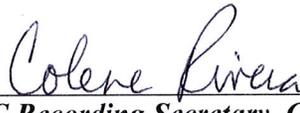
There being no more business to discuss, the meeting was adjourned at 10:09 a.m. by Chairman/Community Development Director Ed Williams

APPROVED:

ATTEST:



Chairman, Ed Williams



DRC Recording Secretary, Colene Rivera