



WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
February 4, 2015

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, February 4, 2015 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Ed Williams called the meeting to order at 10:02 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 Mark Jones, Economic Development Director Tanja Gerhartz and Assistant City Manager for Public Services Don Cochran

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

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on January 21, 2015.

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

10:03 am Break in Meeting
10:05 am Meeting Resumed

DRC BUSINESS

Agenda Item #3: Burger King #2917 – SPA

Colonial Drive W - 13500
Interplan, LLC

Steve Putman of McAnally Construction Company, Karen Baker of Magic Burgers, Chris Blunxon and George E. Georgy of Interplan LLC; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

2. **There is an existing low spot at the Daniels Road driveway (SE corner of site – see survey elevation 120.4) that needs to be addressed as it ponds there for days after a rain. This probably could be handled with a small flume or spillway at the low point draining into the re-created swale in the grass strip along the south side of the parcel. Provide details and typical swale section.** City Staff pointed out this comment and wanted to have applicants address a low area where the drainage isn't functioning. It was requested that the applicants address this concern with the project improvements. Applicants understood and will address.

Assistant City Manager for Public Services Cochran arrived late at 10:09 am

PLANNING

4. **Please provide 4-sided color elevations showing the proposed building improvements.** Applicants will provide this request soon.
8. **The access onto Daniels Road needs to be reconfigured to be right-in / right-out only.** This comment was discussed and City Staff explained the traffic concern at this location and competitor's property across the way there is problem with right in and right out. Applicants understand the concern. They will include a raised pork chop along with striping and signage. If this doesn't work, then next step will be a median.
10. **Is the irrigation system currently connected to reclaimed water? If not, please connect the improved system to reclaimed lines.** City Staff explained that there are not any reclaimed water lines at this location currently. This was discussed and applicants will address so that in the future it can hooked up in the future.

Motion by City Engineer Miller to applicant revise and resubmit the Small Scale Site Plan addressing all city staff conditions for staff review only. Assistant City Manager for Public Services Don Cochran, seconded; the motion carried unanimously 4-0.

10:12 am Break in Meeting

10:14 am Meeting Resumed

Agenda Item #4: 84 Lumber@Pineloch Industrial Park – SPA

Pineloch Industrial Drive – 1011 & 1099

84 Lumber Company

Ronald Kowalski of Professional Design Associates and Paul Caruso of PMC; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

4. Sheet 3 – Overall Site Plan:

- a. It's not clear how vehicular access is provided to the new site. There is an existing fence that is not shown to be removed or a new gate provided. Please clarify. Applicants explained that they are planning to remove about 145'-150' section of fence and will make note of this for clarification on resubmittal so it will be clearer. This area will be access for vehicular traffic.
7. Landscaping shall not encroach on required sight lines at intersections or driveways. Design Engineer shall provide certification that sight distance requirements are being met - show sight triangles on the plans. City Staff explained that this is a standard comment. Applicants understood and will include landscaping in the area that doesn't encroach into the sight line areas.

PLANNING

10. Please provide color elevations of the proposed building. Applicants inquired about when these will be required? City staff explained that these will be needed prior to approval of site plan. It was suggested now would be best. Applicants understood.
11. Landscaping – please provide the following additional landscaping:
 - c. Both sides of the entrance into the development shall be landscaped. Please provide a landscaped entry feature. The entrance was clarified as main existing entrance to business. Applicant understood.
12. Please submit a signed and sealed photometric plan to show that all internal lighting meets the City dark skies requirements. It was clarified that this would need to be submitted now as well.
13. Fencing in the front yard is not allowed to exceed 3 feet in height. The proposed 6 foot tall fence requires a variance. Please submit a variance application. Timing of this was clarified and would need to be submitted before applicants can have the fence installed.

Discussed scheduling and timeline of project. Reminded applicants that the Planning and Zoning Board meetings are scheduled the first Monday of each month and planner will need about 3 weeks prior to meeting to advertise. Project could be looking at March P&Z meeting if applicants can get the variance application submitted prior to next week.

PUBLIC SERVICES

14. Are you installing additional dumpsters? If yes, then please show locations. Discussed dumpster type as roll off and location. Applicant understood.
15. Street lights shall be installed internal to the development and along the project frontage pursuant to City Code meeting dark skies requirements (Code Section 118-1536(k)). Part of the existing lighting. Clarified that this is for internal lighting and will be part of the lighting plan.
16. Please provide a separate tap for the domestic water service. Fire and domestic services shall be separate taps. Discussed on plans the current lines. It was requested that applicants make the lines separate. Applicants will provide the calcs for review.

After this is evaluated, then determination will be made as separate lines under the street or as a 6" tap.

Motion by City Engineer Miller to have the applicants revise and resubmit the SITE PLAN addressing all city staff conditions for another full DRC review cycle. Building Official Jones, seconded; the motion carried unanimously 4-0.

10:23 am Break in Meeting

Economic Development Director Gerhartz arrived late to meeting at 10:24 am

10:26 am Meeting Resumed

Agenda Item #5: Hockey Training Facility – SPA

Crown Point Road E – 530-630

Dewberry Engineers, Inc.

Dana Boyte of Dewberry Engineers, Inc., Rey Malave, PE of Dewberry Engineers, Inc., Joe Haleski of Deep Creek Partners, Chris Heller of Orlando Solar Bears, Kevin Romeyc of Orlando Solar Bears and Carl Conner of Baker-Barios Architects, Inc.; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

City Engineer corrected a misprint in the Staff Report that the comment should have read, "Please have applicants address the following comments".

1. **Planning Department shall review and comment on proposed use/zoning, parking count, setbacks, open space, landscaping, buffering, lighting and signage, including conditions of the Developers Agreement and PD.** This comment was clarified. The applicants stated that there is a PD for the whole site with a Master Plan sheet with set back and easements. City staff explained that if during this process conditions are determined a Developer's Agreement may be needed but not at this time.
2. **All public improvements, including adjacent sidewalks, pavement, or curbs, will be checked at final inspection. Any damaged, broken or cracked sections shall be replaced by the contractor prior to issuance of certificate of occupancy.** Applicants stated that they have a St. John's permit for this site and are following these requirements. Applicants will provide a copy of this permit to city staff.
7. **Sheet C3.101 – Utilities Plan:**
 - b. **The fire main shall be metered with backflow preventors – coordinate with Public Services Utilities.** Discussed this comment and applicants will need to have fire loop be private and metered.
 - d. **Fire Department approval required for fire protection system.** City staff requested calcs be provided.
12. **Provide Traffic Impact Analysis and coordinate with the City's Transportation Consultant on possible improvements that may be required at the intersection of East**

Crown Point Road and Crown Park Circle (i.e. signalization, etc.). Applicants wanted to discuss this comment. City staff discussed concerns and timing of project. Possibility of traffic light perhaps on a part-time basis may need to be part of this project. Discussed option of Developer's Agreement with conditions on a traffic study may be an option to keep with the timeline of the project.

PLANNING

13. Color elevations were not provided. Please provide colored elevations of all sides of the building. Applicants will need to provide color elevations. They understood and will comply.

Discussed parking calcs and applicants clarified how this was determined. Discussed possibility of a very short DA addressing a traffic signal, proportionate fair share, and what details should be included.

Motion by City Engineer Miller to have applicant revise and resubmit the site plan addressing all city staff conditions for staff review only. Assistant City Manager Cochran seconded; the motion carried unanimously 5-0.

City staff explained to applicants the next steps and urgency to resubmit revised plans and answers to staff comments. Discussed recap on what is needed as part of resubmittal. Applicants understood.

10:41 am – Break in Meeting

Economic Development Director Gerhartz left meeting at 10:41 am

Assistant City Manager for Public Service Cochran left meeting at 10:42 am

10:43 am Meeting Resumed

Agenda Item #5: Beard Road Subdivision – CPS

Beard Road - 562

KB Home

Don Edwards of KB Homes, Sean Fortier of KCG and Garth Ritter of KCG; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

10. 100 year flood zone/Wetlands: The 100 year flood elevation has been shown at 107.4 and encroachs into the property than shown on the plan (datum confirmed as NAVD '88). A LOMR shall be filed with FEMA as a condition of final plat approval for any areas requiring fill within the 100 year flood zone. Fill within the 100 year flood zone will only be allowed if compensating storage is provided. Applicants were seeking clarification of this comment. City Staff explained that this is standard comment and that the applicants will need to file for LOMR-F prior to final plat approval and city will need proof that this has been filed.

Economic Development Director returned to meeting at 10:44 am

PUBLIC SERVICES

- 45. **With respect to the lift station pumps, if a 5 hp pump is not sufficient then install a 10 hp. The 6.5 hp pump is not acceptable.** Applicants inquired about size of pumps. This was clarified that it needs to be increments of 5 or 10 hp. Applicant understood.
- 46. **The alignment of the sanitary sewer between the right of way and the lift station is not acceptable. It will be impossible to perform maintenance on the line in this location given the immediate proximity of the screen wall and landscaping. Reconfigure the gravity sewer alignment or relocate the lift station.** City Staff explained that lift station cannot be near the wall and will need to be positioned elsewhere. Applicants understood and will adjust.

Assistant City Manager for Public Service Cochran returned to meeting at 10:46 am

Applicants explained when they thought they could have the plans resubmitted. Applicants were asked if they understood the comment regarding the typical sections. The applicant stated that they did. They were instructed to use Option A and remove Option B from the plans as they were not compliant with the City Standards. Applicants understood. Construction timeframe was discussed as to coordinate it with when school is out over the summer for less traffic.

Motion by City Engineer Miller to have the applicants revise and resubmit the Construction Plans addressing all city staff conditions for another full DRC review cycle. Building Official Jones, seconded; the motion carried unanimously 5-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:51 a.m. by Chairman/Community Development Director Ed Williams

APPROVED:

ATTEST:


Chairman, Ed Williams


DRC Recording Secretary, Colene Rivera