



# WINTER GARDEN

## CITY OF WINTER GARDEN DEVELOPMENT REVIEW COMMITTEE MINUTES April 15, 2015

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, April 15, 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 9:59 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 and Assistant Director of Operations Mike Kelley on behalf of Assistant City Manager for Public Services Don Cochran

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

### **ABSENT**

**Voting Members:** Economic Development Director Tanja Gerhartz and Assistant City Manager for Public Services Don Cochran

### **APPROVAL OF MINUTES**

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

Approval of minutes from regular meeting held on April 1, 2015.

*Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Jones, the motion carried unanimously 4-0.* (Economic Development Director Gerhartz was not present)

10:00 am      Break in Meeting  
10:04 am      Meeting Resumed

### **DRC BUSINESS**

#### **Agenda Item #3: Hickory Hammock Phase 2C- CPS**

Avalon Road- 1000  
Dewberry/Bowyer-Singleton

Scott Stearns of Dewberry/Bowyer-Singleton and Joe Tramell of Tramell Webb; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

### ENGINEERING

1. **REPEAT COMMENT: The 35' wide rear yard drainage easement (environmental swale) has been noted to be maintained by the HOA as requested. Repeat comment: Need to discuss having underdrains in the swales as was constructed in previous phases.**

**Per discussion at the 1/21/15 DRC meeting (see minutes below), the Engineer was to provide geotechnical information regarding the recovery of the environmental swales and whether underdrains would be required.**

**The 35' wide rear yard drainage easement (environmental swale) shall be noted to be maintained by the HOA. Need to discuss having underdrains in the swales as was constructed in previous phases. This was discussed and applicants understood the city concern with this comment. Applicant will have the Geo Tech review this concern and confirm if underdrains are required as were installed on previous phases. The applicants also assured that the 35' wide drainage easement will be maintained by the HOA. City staff stated that this drainage plan has got to work...period!** City emphasized this comment and again mentioned the underdrains. Applicants understood.

4. **Lakefront lot grading requirements shall conform to the seven (7) notes on Sheet 10 and in the previous response letter, requiring engineered individual site plans for those lots. Any house requiring individual sewer pumps will be required to have permanent back-up power installed prior to issuance of the certificate of occupancy for the house. As noted on Sheet 23: "When sewage pumping is proposed, permanent onsite generators will be required by covenant."** This comment was clarified. It is an old note and pertains to individual lots. Applicants understood and will comply.

City Staff inquired if applicants had initiated discussions and request for letter from Duke Energy? Applicants stated that this is being work on.

10. **Water and sewer impact fees shall be paid pursuant to City Code prior to approval of subdivision plan and City execution of FDEP permits. Review and approval by Fire Department required.** City staff explained that this is a standard comment. Applicants stated that they had already paid ½ the water and sewer impact fees. City staff will review and confirm payment.

### PLANNING

16. **What is the purpose of the thick stepped coping along the retaining wall? Is there a way to utilize more of the redi-rock for a cleaner aesthetic?** Applicant explained the purpose of the stepped coping. Applicants will submit details for review.
17. **On at least one of the plan sheets, can you please hatch or shade the proposed sidewalks**

so they can be easily identified? This comment was clarified.

18. On sheet C27- can you please provide a section blow-up of the 8' sidewalk area, showing the minimum height at the top of the railing ("decorative guard") from finished grade? The Building Official can verify the required minimum height. This comment was explained that the details need to be shown on the plans as a cut sheet with actual specs and aesthetics. Applicants will submit more information.
19. Please provide more information (specifications, a catalog cut, etc.) about the proposed "decorative guard" along the retaining wall. Applicants will comply.
20. Is any site lighting proposed for the recreation area ("Emerald Pointe Park")? If so, please submit plans and photometrics. Applicants stated that this won't be lit in the park area just along the walkway areas.
21. Per the Developer's Agreement:
- b. Please provide an additional bench in this area. This was discussed and applicant understood and will comply.

## PUBLIC SERVICES

22. REPEAT COMMENT: Sheet C11: Eliminate the short run of 8" water main and upsize it between the tee and the 8"x12" reducer. The water main shall be a 12" main starting at the tee. This comment was discussed. Applicants reviewed details on sheet C8 and clarified. City Staff was fine with this clarification.
23. REPEAT COMMENT: Please provide water distribution calculations for this phase. They were not included as part of this submittal. Applicants will provide.
27. Fifty percent of all utility impact fees shall be paid prior to the execution of the FDEP water and wastewater permits. This phase is proposing 28 lots. Total water, sewer and irrigation impact fee is \$110,292.00. Fifty percent of the impact fees would come to \$55,146.00. This does not include utility impact fees for HOA common areas or amenities. Fees for common areas and amenities shall be paid prior to setting the water meters for these areas. This relates to Engineering Comment #10.

Discussed status of off-site payment and City Staff will need to invoice project for fees due. City staff discussed giving the applicants a bill and then when there is a final clean up a second bill will be issued.

*Motion by City Engineer Miller to have the applicants revise and resubmit the Construction Plans addressing all city staff conditions for staff review only. Building Official Jones, seconded; the motion carried unanimously 4-0.*

10:16 am Break in Meeting  
10:17 am Meeting Resumed

## Agenda Item #4: Waterside on Johns Lake, Amenity Center – SPA

Broadwater Avenue – 16915  
Dewberry/Bowyer-Singleton

Scott Stearns of Dewberry/Bowyer-Singleton and CeCe dela Cerna of Stan Pac; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

## ENGINEERING

4. **This submittal is somewhat vague in terms of labeling of proposed features including: buildings, bathrooms, pool, etc. Provide additional information on the civil site plan (complying with sections 106 and 118 of the City Code) to include the location of bathrooms, pool equipment and discharge, pavement and curb type, fencing around pool, etc.** City Staff explained that applicants will need to provide more detailed plans for the buildings. Applicants explained that the details are still to be determined. However, the applicants clarified that there will be multiple bathroom areas. City staff requested that applicants label the various shapes on the plans to clarify what each item is along with possibly creating a paving patterned area for paved area.
5. **Provide information on the pool discharge (location, size, etc.). The pool discharge will be allowed into the storm sewer system, provided all pool water is de-chlorinated prior to discharge pursuant to Chapter 106 of the Winter Garden City Code and FDEP allowable discharge requirements. Provide method of de-chlorination (which can be overland flow through a swale, etc.).** There was a lengthy discussion of the process and what is needed. Applicants understood and will submit plans for review.
7. **Provide the type of surface for the proposed “mulch path” that says TBD.** Applicants will address and understand that this is not to be mulch due to erosion. They will determine a better material to use for these areas. **Landscape or other improvements (walls, signs, etc.) shall not encroach into the required sight distance pursuant to FDOT requirements.** Applicants will take care of this.

## PLANNING

8. **The Site Plan Set and Landscape Set are not consistent.**
  - a. **What are the actual limits of work?**
  - b. **What is the actual site plan layout, including trails?**
  - c. **Please show the same proposed features and amenities on both sets of plans. Please remove background information that is no longer relevant.**

Applicants understood this comment and will address issues to have them consistent in the resubmittal.

10. **Please provide 4-side color elevations of the proposed buildings and large structures.** Applicants will provide the elevations.
11. **Please provide engineer’s retaining wall design and drawings as part of this submittal.** Applicants will comply.
12. **Please clarify note 3 on sheet C01: “Design to address groundwater wall drains connection to existing pond.”** Applicants explained their intent and will submit a written response.
13. **Are there any railings proposed along the top of the retaining wall?** This comment was

discussed and yes there needs to be railings along retaining wall. Some discussion took place about heavy landscape buffering for this area and city staff agreed to take a look at design plan to see if needed based on proposed plan.

**17. Please show proposed light fixtures with product specifications and photometrics. All fixtures shall meet dark skies requirements.** Applicants stated that they will meet the city requirements and details will be in the next submittal.

**18. The Landscape Set Cover Sheet lists an Irrigation Designer, but no information is given about proposed irrigation- please provide. All landscape areas shall be irrigated with reclaimed water; please see Engineering comment #2.** Applicants stated that this is still to be determined but will be part of the landscaping plan submittal.

Building Official discussed community pool use and explained that the applicants will need to determine the intended use of this pool area. If only for residents within the community, then the pool would be for private use and less strict of guidelines. However, if the intent is for potential rental to community members for outside events and functions, then this would be under the classification of commercial public use and these guidelines are more stringent.

***Motion by City Engineer Miller to have the applicants revise and resubmit the site plan addressing all city staff conditions for staff review only. Building Official Jones seconded; the motion carried unanimously 4-0.***

After motion, applicants wished to discuss partial clearance of water main for Waterside Phase 2 model home construction. It was discussed that applicants could consider a temporary 4" water main loop connections for the model home area. Applicants discussed the desire to build four models (two will be rear loaded and two would be the 55' product) and specified the 4 lots that these would be located. City Staff requested that applicants review building plan submittals prior to submittal so that there are not 7 and 8 revisions to plans prior to permits being issued. Also discussed where the project stands with Duke Energy on power to the area. Applicants stated they are about 6 weeks away from power to this area. Applicants discussed using generators for construction of these four models. Discussion took place about noise level concerns for surrounding neighbors, etc.

10:38 am Break in Meeting

10:38 am Meeting Resumed

#### **Agenda Item #5: Twin Waters – FP**

Marsh Road – 16303

Meritage Homes

Ed Johnson of Allen & Company and David Brown of Meritage Homes; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

#### **ENGINEERING**

**2. The Declaration will be reviewed separately after resubmittal addressing this review. Provisions requiring individual homeowners to maintain walls, swales, landscaping,**

hardscaping, etc. shall be revised to provide this maintenance to be the responsibility of the HOA. Applicants stated that they are working on the language for this declaration and discussed expanding the wall from 5' to be 10' on the plans.

4. Transfer of all common areas, tracts, and rights-of-way to the HOA and the City shall take place prior to or with final plat recording (via deed). Draft quit claim deeds have been provided to the City Attorney and City's Reviewing Surveyor for review. Need draft deed for Tract "T", right-of-way. Applicants are preparing the draft deed.
7. Performance Bond: The improvements are not completed. A performance bond shall be provided in the amount of \$4,278,032.92 representing 120% of the cost of all incomplete improvements based on the design engineer's certification of \$3,565,027.43 in remaining work, which includes remaining infrastructure work, cost of street lighting from Duke Energy; street and regulatory signs, required hardscaping, landscaping, walls, amenities, etc. City Attorney shall approve the form of the bond or letter of credit prior to final plat recording. Final plat will not be forwarded to the City Commission for approval without performance bond (unless C of C has been issued). City staff explained that we need a letter from applicant's engineer to certify cost for project and most recent pay application.
8. Maintenance Bond: A maintenance bond shall be provided. The Design Engineer has provided certification of the total construction cost of \$2,943,754 for the infrastructure, with the maintenance bond amount to be \$588,750.80, representing 20% of the cost of the improvements and shall comply with the City's ordinance concerning duration (2years). Provide Contractor's final pay application for verification of cost – the amounts shown above are subject to change and final pay application. This item can be delayed until the improvements have been installed as a condition of issuing the Certificate of Completion. This comment was clarified. City likes to get this at the end to include all final costs including change out orders, etc. and engineer's certified letter.
10. Approval of Certificate of Completion will be contingent upon having all improvements, fire protection, street lighting, street signs and regulatory signage and striping installed, approved and accepted by the City of Winter Garden. Other than for model homes as specified in Code, no additional building permits and no certificates of occupancy will be issued for any structure until the Certificate of Completion for the infrastructure has been issued. This comment was clarified.

## PUBLIC SERVICES

15. Repeat Comment: Submit a plan showing the location of all "Party Walls". The applicant responded that there are no "Party Walls". Is the retaining wall at the rear of lots 5-12 not a "Party Wall" as defined by Article VII, Section 7.1? The HOA, and not the homeowner, shall be responsible for maintaining the wall at the rear of lots 5-12. Party walls were discussed and clarified. City staff explained that applicants will need to work on the CCR to ensure that residents understand that individual structures, uses, setbacks, pools, patios and trees cannot be planted along wall and needs to be a safe distance away from wall. Applicants stated that the wall will be stacked block wall.

## LEGAL

1. Pursuant to Fla. Stat. § 177.041(2), every plat submitted must be accompanied by a title opinion or title certification for which we received a copy of a title opinion that was prepared by Roetzel and Andress, LPA. The title opinion shows the record title holder as M&M Fort Myers Holdings, LLC, a Delaware limited liability company, however, the plat and several plat related document show Meritage Homes of Florida, Inc. as the record title holder. Please explain and revise documents accordingly. Also, please confirm that there are no mortgages on the property. An update of this title opinion must be provided within thirty (30) days of final plat recording. Applicants understood.
3. Pursuant to Section 110-4 (a) of the City Code, evidence of workers' compensation insurance, public liability insurance of at least \$500,000.00 and property damage coverage in the amount of at least \$100,000.00, needs to be provided by the applicant. Applicants will provide and ensure that HOA name is consistent.
6. Pursuant to Section 110-152(14) of the City Code, a Phase I Environmental Site Assessment (ESA) must be conducted in accordance with the latest edition of the American Society for Testing and Materials (ASTM) standard E-1527 (Phase I ESA Process) prior to final plat approval. The City will require a specified minimum off-site search distance of one-quarter (1/4) mile. The minimum search distance may include areas outside the adjoining properties and shall be measured from the nearest property boundary. The ESA must be performed and signed by a Florida registered engineer or geologist who is able to demonstrate competence (i.e., education and previous experience) in producing ESA reports. Applicants understood and will comply.
8. There is an inconsistency in the name of the homeowners' association proposed for this project. For example, the proposed Quit-Claim Deed conveying multiple common area tracts conveys such tracts to the Twin Waters Homeowners Association, Inc. However, the draft Declaration of Covenants, Conditions and Restrictions defines the "Association" as "Crooked Lake Preserve Homeowners' Association, Inc." Please correct and resubmit all plat documents accordingly. Also, the developer needs to provide proof that the homeowners' association for this project has been incorporated with the State of Florida. The original executed Quit-Claim Deed to the applicable homeowners association must be provided to the City before scheduling the final plat for Commission approval. Applicants will clean up.
9. A copy of the Quit Claim Deed conveying Tracts J, R and T to the City of Winter Garden has been provided for review. However, the City requires a Warranty Deed for fee simple conveyances to the City. Please revise and resubmit. Further, Tract J is shown on the Plat (note #10) as a drainage easement being granted to the City with the HOA owning and the City maintaining; so the draft deed is not consistent with the Plat. The original executed version of warranty deed must be provided to the City before scheduling the final plat for Commission approval. Applicants will address.
10. With respect to Tract J (Future Marsh Road Stormwater Pond) we need to discuss the possibility of having a separate drainage easement instrument recorded along with the plat containing more detail regarding the City's rights to construction, operate and maintain Tract J as a stormwater pond, or expand the description of the City rights in Tract J on Plat note #10. This comment was discussed for clarification.
11. We have not been provided with the proposed Affidavit and Indemnity form and Affidavits Certifying Absence of Reserve Strips. Please submit. City Staff will send

applicant examples of Affidavit and Indemnity form and Affidavits Certifying Absence of Reserve Strips.

**13. With respect to the draft plat, the following corrections need to be made:**

**(f) Please explain for Plat note #19 how portions of Johns Lake (Tracts U-1 and U-2) can be dedicated to the homeowners' association. These are sovereign lands; correct?** Discussion took place regarding dedication. This needs to be an easement not a tract.

Applicants also discussed the road construction of bypass lane, direction of traffic flow and gave an update on status of this aspect.

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

It was emphasized to applicants that the original documents need to be submitted for final approval. Also discussed John's Lake Pointe and communications between project crew and local area residents to "keep the peace" during construction process.

11:06 am Break in Meeting  
11:06 am Meeting Resumed

**Agenda Item #6: Oak Trail – PPA**

Fullers Cross Road E – 1205  
Gilkey Organization, LLC

Larry Ray of EED, Inc, Jeff Porter of Meritage Homes, Dennis Gilkey of Gilkey Organization, LLC and Jason Gilkey of Gilkey Organization, LLC; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Prior to reviewing the staff report that applicants gave an update on progress for this project since DRC meeting. It was also explained to the applicants of what staff report comments needed a response and which are for general information/standard comments.

11:06 am Community Director Williams left the meeting

**ENGINEERING**

**5. A Tree Removal Permit issued by the City of Winter Garden Building Department will be required prior to final plan approval. As required by Code, submittal of the Tree Removal Permit application is required with this preliminary plat submittal. Coordinate with Building Department (Steve Pash). Tree plan needs to show which trees are to be removed and which will be saved.** Applicants understood and will comply.

11:08 am Community Director Williams returned to meeting

**6. 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 or crushed concrete base thickness; minimum 24" wide concrete curb and gutter required (or Miami curb); 5' wide concrete sidewalks required on both sides of street (3,000 psi minimum); minimum 10' wide drainage, utility and sidewalk easements required adjacent to all rights-of-way. All construction shall meet City of Winter Garden requirements for drainage, roadways and utilities (see City Standard Details available on-line at cwgdn.com). City staff explained that this is a condition of approval.

7. Repeat comment: Extend curb and closed drainage on Fullers Cross Road to the east of the existing curb inlets to the 48" cross drain that discharges into the outfall ditch. Provide end treatment at the cross drain (i.e. inlet, spillway, etc.). This comment was clarified. Applicants understood and will review the area to see how best to comply.
8. Repeat comment: Walls and landscaping shall be located within a landscape and wall tract (not easement as shown), to be maintained by the HOA. Wall and landscape tract shall be outside of the existing R/W. The wall typical section B-B only allows for a 4' planting area. The wall shall be moved back (north) as far as possible to increase the streetside landscape area as shown in Section A-A. Engineering still prefers this to be a tract, not an easement. This comment was discussed and applicants will push back the wall to 8' all along the area and will plant trees in area to meet the required number of trees. Related to Planning Comment #8. Applicants suggested that they take a look at slight movement of lots to allow for 5' and couple of different location. Discussed that applicants will need to go with easement or tract but not a combination of both. Applicants will look at options and come back with revised plans.
11. All proposed easements shall be 30' minimum width for sanitary, water and storm; improvements shall be centered within the easement. Common areas not abutting right-of-way shall include a minimum 20' wide tract (not easement) for access and maintenance. This is a standard comment. Applicants were directed to look at the code and formula to determine width needed. Applicants understood that if someone from the city needs to fix this pipe, there needs to be enough room to get in and address the problem.  
The 20' wide drainage easement between Lots 15-16 may need to be wider depending on final pipe size and depth. This comment was clarified that it was a standard comment. Applicants understood and will comply.
15. Streetlighting shall be pursuant to City Code, including frontage on Fullers Cross Road, meeting dark skies requirements (Code Section 118-1536(k)). Submit streetlighting plan from Duke Energy prior to preconstruction meeting. This is a standard comment per city code requirement. City Staff explained and applicants understood. Applicants were advised to keep up with Duke Energy to get this in progress.

## PLANNING

19. Lot 15: A portion of this lot is encroaching into a wetland buffer. Per City code, this must be maintained as a vegetated buffer, either in the form of a conservation tract

dedicated to the HOA, or a conservation easement dedicated to the St. Johns River Water Management District and the City. Please clarify. Applicants were requested to show the buffer averaging calculations and city staff will look at this. Applicants will provide during final design.

20. REPEAT COMMENT: What is the purpose of the 5' fence easement? Will a fence be installed by the developer and maintained by the HOA? Please provide a written response. This fence will be a privacy fence and will be maintained by the HOA.
21. REPEAT COMMENT: Please call out all of the tracts by letter. Parks & open space, wetlands & buffers, lift station, and wall/drainage/landscape areas should all be located in individual tracts and identified on the plans. Applicants will revise.
22. On sheet C-04A, the proposed wall, drainage and landscape easement sections: the B-B section does not provide enough room to meet the landscape requirements. Per section 118-1297(i): In general, compliance with this section will require a brick facade wall (or berm or considerable amount of open space such as a golf course), hedges, canopy trees (at 50-foot spacing) and understory trees (at two trees per 50 feet). The following are not considered adequate buffers for compliance with this section: Applicants were advised that need to provide a tract table/ tract sheet to identify specific details on the plans. Similar comment to Engineering Comment #8. Discussed potential material for wall. Applicants will review and submit.
  - a. Insufficient planting area for maturing landscaping. Applicants understood and will comply. The wall will be pushed back from the road to provide adequate room for landscaping.
23. The plans show two recreation areas: one 0.21 acre "park" and another 0.51 acre "open space/park".
  - a. REPEAT COMMENT: What are the recreational amenities proposed for these parks? Please provide a written response. City Staff explained that this will need to be a narrative submitted. Applicants understood.
  - b. REPEAT COMMENT: How will residents access the 0.51 acre area? The presence of the wetland prevents direct access from the neighborhood. Will there be adequate buffering between the recreational activities and the wetland? Please provide a written response. Applicants will need to show on plans recreational amenities – multiple benches, picnic tables and/or trail related exercise stations. City staff inquired about access to space? Applicants explained and will respond to comments in resubmittal.

## PUBLIC SERVICES

Applicants inquired about Public Services comments and in general the discussion was that items need to be shown graphically now rather than later. Public Services would like to see graphically what is planned with requested changes on currently submitted plans for approval rather than waiting to modify later.

Applicants inquired about possibility of altering the lot numbers and layout of development to accommodate the home builder's product. City Staff advised how to plan for this. Also, discussed addressing the look of the backside of the homes that are along the West Orange

Bicycle Trail. City staff is requesting that these homes have some architectural details on the back side for the single and two-story homes. City staff asked that applicants provide renderings for these details for review especially for City Commission approval. City Staff is also requesting that applicants provide look of buffer along the trail areas. City Staff requested that applicants submit the revised plans all at once and then wait for staff review and comments then respond to those items.

***Motion by City Engineer Miller to have the applicant revise and resubmit the Preliminary Plat addressing all city staff conditions for staff review only. Building Official Jones, seconded; the motion carried unanimously 4-0.***

Applicants were advised to submit all the material and plan revision at once. Applicants understood and will comply.

11:39 AM Break in Meeting  
11:39 am Meeting Resumed

**Agenda Item #7: Windward Cay Ph3 Office Park Revision – SPA**

Tilden Road – 13838  
Windward Cay East, Inc.

Ron Wood of RDW Contracting Service and Marc Grimes of Windward Cay East, Inc.; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

**PLANNING**

11. **Per PCD Ordinance 00-36, the rear yard setback is 25' min. The building appears to exceed that setback requirement by a foot or so.** Applicants will adjust to be compliant.
12. **The sidewalk connections to the adjacent parcels must be ADA accessible. This includes the connections to the west (Windward Cay Ph3) and to the east (Walgreens).** Applicants stated that they will include this connection in the resubmittal.
13. **What color will the proposed stucco portions of the façade be painted?** Applicants brought in a color sample of what they plan to use. It was a brick façade that is brownish- red color. Also discussed a taupe/ grey coloring as well.
14. **REPEAT COMMENT: Landscape Plan**
  - a. **Per Code section 118-1522:**
    - i. **An average of one canopy tree shall be located for every 50 linear feet of building perimeter.** Applicants understood and will comply.

***Motion by City Engineer Miller to recommend that the site plan be placed on the next available Planning and Zoning meeting agenda, then to follow by the City Commission meeting agenda, provided the applicants resubmit revised plans addressing all City Staff conditions to the Planning and Zoning Department within 3 days following this***

*meeting which will be by noon on Monday, April 20, 2015 for staff review only.  
Building Official Jones, seconded; the motion carried unanimously 4-0.*

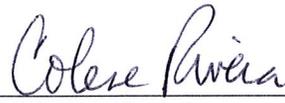
**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 11:48 a.m. by  
Chairman/Community Development Director Ed Williams.

**APPROVED:**

**ATTEST:** \_\_\_\_\_

  
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*Chairman, Ed Williams*

  
\_\_\_\_\_  
*DRC Recording Secretary, Colene Rivera*