



WINTER GARDEN

CITY OF WINTER GARDEN DEVELOPMENT REVIEW COMMITTEE MINUTES April 29, 2015

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, April 29, 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 10:00 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Community Development Director Ed Williams, City Engineer Art Miller, Building Official Mark Jones, and Assistant City Manager for Public Services Don Cochran

Others: City Attorney Kurt Ardaman, 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.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on April 15, 2015.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Jones, the motion carried unanimously 4-0. (Assistant Director of Operations Mike Kelley voted on behalf of Assistant City Manager for Public Services Cochran)

10:01 am Break in Meeting
10:01 am Meeting Resumed

DRC BUSINESS

Agenda Item #3: Winter Garden Village Retail – SPA

Daniels Road - 3337
CPH, Inc.

Dave Davis of Sembler and Justin Polk of CPH, Inc.; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

1. Site lighting shall meet “dark skies” requirements. Discussion took place about site lighting details submitted on plans and meeting the dark skies requirements. Applicants admitted that the fixture lighting details from an old plan submittal for original plans were on these plans and will be removed as this aspect didn't apply to this specific project.

PLANNING

14. Staff can't approve the ATM/drive aisle; it was not shown as a separate site in the approved PD. Please revise and resubmit without the separate ATM area. Furthermore, this access drive area is still confusing and potentially dangerous. The parking needs to be shifted east and the internal access should align with the access road to the north. City staff explained this comment. Applicants understood comment and will remove from final site plans and will adjust drive lanes.
15. The Expressway Authority's permission to build within the drainage easement is required before site plan approval. Please provide this information to the City once acquired. Applicants will comply – waiting on final paperwork from Expressway Authority. Applicant will submit this when acquired.
16. Have you received permission from the adjacent property owners to perform work on their lots? Applicants stated that they will reach out to adjacent property owners.

10:06 am Assistant City Manager for Public Services Cochran arrived to meeting

18. Per Code section 62-230(5), No object shall be permitted around the perimeter of an area occupied by tables and chairs which would have the effect of forming a physical or visual barrier discouraging the free use of the tables and chairs by the general public or which would have the effect of obstructing the pedestrian pathway, except where fences are approved by the city and otherwise as the city may permit by variance. There may need to be a 5' sidewalk along the outside perimeter of the seating area shown on the south side of the building if the tenant wishes to secure the area with a gate or otherwise impede access to the building's main access points. Applicants understood and will adjust on resubmitted plans. Applicants stated that the potential tenant is Pei Wei restaurant.
19. Note: The number of seats the restaurant may have will be limited to the number of parking spaces required by code for a restaurant use, minus the spaces required to accommodate the retail unit. Applicants stated that no more than 100 seats would be allowed in restaurant area. They will state this clearly on the plans.
20. Note: A permit is required to remove any trees on site. City staff explained the process for tree removed for site. Applicants understood.

PUBLIC SERVICES

23. The plans indicate that there are to be six – one inch water meters and one –one inch

irrigation meter installed with this project. Utility Impact Fees shall be due for each water meter that is installed on the project. The fees associated with this project shall be as follows:

Water Impact Fee: \$2,715 x 6 meters = \$16,290.00

Wastewater Impact Fee: \$4,418 x 6 meters = \$26,508.00

Reuse Impact Fee: \$2,715 x 1 meter = \$2,715.00

Total Utility Impact Fee = \$45,513.00

Please be aware that payment of the Utility Impact Fees shall be made at the time of FDEP Permit application. Applicants understood comment and will modify plans. They want to only plan on 2 meters and will pay for Utility Impact Fees on these two meters. They will make clear on plans that future development may add more meters at tenant's expense based on specific needs. Applicant does not want to reserve additional meters for potential tenants that may never come.

24. The way that the plans are drawn, it appears that you will be supplying six – one inch water meters from a two inch line. Can the two inch line adequately supply this many meters? Please provide calculations to support this line size. Applicants, as discussed for comment #23, will only have 2 meters. City staff explained that impact fees will need to be paid at time of building permit submittal. Applicants understood. City Staff will provide fee amounts so that applicants can pay the fees for FDEP upon application submittal. Applicants will need to pay these now.

Motion by City Engineer Miller to have the applicant revise and resubmit the Site Plan addressing all city staff conditions. After this approval, project will be ready to go to construction. Building Official Jones, seconded; the motion carried unanimously 4-0.

10:13 am Break in Meeting
10:14 am Meeting Resumed

Agenda Item #4: Oakland Park Phase 4 - CPS

Lake Brim Drive
Atkins Global

Doug Crook of Atkins Global and Al Penny of Crescent Communities; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

3. General:

- All gravity sanitary pipes shall be SDR 26 (not just less than 5' cover). City staff emphasized that this is required for all gravity sanitary pipes and applicants will need to remove "(not just less than 5' cover)" from the plans.
4. There is a major difference from the approved Preliminary Plat and the construction plans regarding the Hammock Preserve Special District wetland which was labeled for Future Development in Phase 6 and is now shown as Pond 4B in Phase 4. This is

considered a substantial change and may require the Preliminary Plat to be re-reviewed by Staff and the Planning & Zoning Board. Applicants provided city staff a background on change. City staff explained the steps the applicants will need to take to pursue this change. They will need to follow this process of amending the PD, submitting a revised land use plan and supporting data for the change in wetland area. Applicants will address.

6. Increase the berm width between Pond 4A dry retention and main pond from 5' to 10'. This comment was discussed and city staff explained this needs to be a 10' berm for maintenance issues. Applicants will comply.

PLANNING

19. The jurisdictional on-site wetland, which was approved as a "preserved wetland and wetland buffer" in the pre-plat is being significantly impacted and re-labeled as a wet detention pond. What is the justification for this? This was discussed and referenced in Engineering comment #4.

PUBLIC SERVICES

25. Please review the notes on Sheets C001 and C002 for consistency with the City of Winter Garden construction specifications and details. Applicants asked about adding note to plans that city code overrides any discrepancies in plans. City staff Ok'd this request but stated that city would prefer that applicants design plans to city code and requirements so that there are not any discrepancies. Applicants understood.
28. Please provide water distribution calculations with your next submittal. Applicants stated that they will provide these calculations.
31. The static head that you assumed for the lift station calculation appears to be high. It appears that the lift station pumps are oversized. Staff would recommend that you place a data logger on the force main to record working pressures on the force main. Please contact Public Services to coordinate a location. Applicants will provide.

Motion by City Engineer Miller to have the applicant 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 4-0.

10:23 am Break in Meeting
10:24 am Meeting Resumed

Agenda Item #5: Twin Waters Amenity Center - SPA

Marsh Road – 16303
Meritage Homes Florida, Inc.

David Brown of Meritage Homes, Neil Klapproth of Meritage Homes, and David Ressler of Jordon Brothers Construction; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

1. Although a lighting plan was submitted, a photometric plan is required for review; dark skies requirements shall be met. The photometric plan was discussed and applicants will provide.
2. The elevations on the site plan by Madden Sheet AP-1, doesn't match the VHB plan Sheet H2; 1.00 foot difference. Also, the VHB plan has several typos on the grading plan callouts. Applicants will review this and adjust accordingly.
3. Provide proposed pavement cross section for the parking lot with parking space dimensions, HC signage and striping, etc. Applicants will submit with dimensions.
4. The City is accepting the change in the original Karst boundary as documented in Universal Engineering's letter dated 3/13/15 (i.e. accepting Yovaish Engineering's revised Karst boundary). The proposed amenity center is a much more intense development than was originally shown. Provide documentation that the proposed impervious surface ratio (ISR) is within what was permitted by SJRWMD. Applicants will need to show the Karst protection buffer on the drawings.
7. 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. Show discharge swale location that was mentioned in the response. This comment was clarified and suggested that the applicants make the discharge area longer (suggested 100' in length) on plans. It was also discussed that applicants may want to look at alternate discharge location to the south. Applicants will review and include on resubmitted plans.

PLANNING

11. Please submit engineered retaining wall plans. Retaining wall plans must be submitted as part of this approval process. City staff discussed what is needed and when. Applicants will submit plans and specifics pertaining to the retaining wall.

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

Applicants gave the city staff an update on status of construction work being done at Johns Lake Pointe and communications with the local area residents.

10:36 am Break in Meeting
10:36 am Assistant City Manager for Public Services Cochran left the meeting
10:37 am Meeting Resumed

Agenda Item #6: Cisneros Property – FP Replat

West Crown Point Road N – 1205 & 1225
Casildo Cisneros & Maria Cisneros

Maria and Casildo Cisneros and Clyde Tucker of Capeview Construction; applicants for the project were in attendance for discussion. The following items were reviewed and

discussed:

City Staff discussed project with applicants and required that they submit a preliminary plat to be approved by the Planning & Zoning Board before the final plat moves through the requisite approval channels. There was discussion of what this process entails and why this is advised. In the long run, it will assure the success of the project. City staff informed applicants that they need to cease installation of fill on property until they have completed and approved plans.

Motion by City Engineer Miller to have the applicant revise and resubmit addressing all city staff conditions for another full DRC review cycle. Building Official Jones, seconded; the motion carried unanimously 3-0. (Assistant City Manager for Public Services Cochran was not in meeting during this vote)

10:42 am Break in Meeting
10:43 am Assistant City Manager for Public Services Cochran returned to meeting
10:43 am Planner Carson left the meeting with Cisneros Property applicants to discuss what is needed and next steps for project review, etc.
10:43 am Meeting Resumed

Agenda Item #7: Oxford Chase fka Iota Sessions - PPA

Avalon Road – 505 & 807
Mattamy Orlando, LLC

John Townsend of DWMA and Keith Trace of Mattamy Orlando, LLC; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

- 2. As discussed with the Developer and Design Engineer, SunRidge Blvd. is currently under construction to accommodate the 4-lane widening as well as the turn lanes and median opening shown on this pre-plat. The previously attached change order #1 reflects the additional cost for the turn lanes and median opening and shall be paid for by the Developer prior to start of construction.* Applicants understood this comment and will comply.

PLANNING

- 15. Please, in your next response to comments, describe the various amenities planned for the recreation areas. What facilities/design elements will be included in the dog park/run? What play equipment will be provided for the tot lot? Will the paved trails be landscaped to provide visual buffering from the adjacent backyards of houses, etc.?*
This comment was discussed and clarified. Applicants will need to provide a narrative and details on plans. Applicant understood and will comply.
- 17. Informational Item: If required, prior to preliminary plat approval, the property owner shall enter into a Developer's Agreement, which, in addition to other commitments, will outline phasing, road access improvements, on-site and off-site utility*

improvements and upsizing, bonding requirements concerning public infrastructure and community subdivision infrastructure improvements, impact fees, etc. This comment was discussed and agreed that if payment of the change order is made [see Engineering comment #2 above] it will cover these concerns and another Developer's Agreement will not be needed.

PUBLIC SERVICES

21. All lift station upgrades shall be included in the Developers Agreement for this proposed project. This comment was reviewed and City Staff explained the lift station upgrades. Applicants will rework and upgrade the lift station. Applicants will provide calculations along with upgrade details. This can be covered sufficiently on the construction plans without another Developer's Agreement.

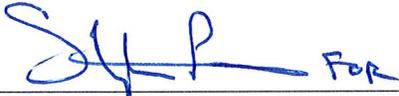
Motion by City Engineer Miller to have the applicants revise and resubmit the Preliminary Plat addressing all city staff condition for staff review only. Building Official Jones, seconded; the motion carried unanimously 4-0.

ADJOURNMENT

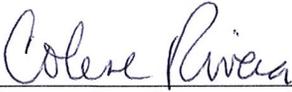
There being no more business to discuss, the meeting was adjourned at 10:51 a.m. by Chairman/Community Development Director Ed Williams

APPROVED:

ATTEST:



Chairman, Ed Williams



DRC Recording Secretary, Colene Rivera