



WINTER GARDEN

CITY OF WINTER GARDEN DEVELOPMENT REVIEW COMMITTEE MINUTES May 27, 2015

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, May 27, 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 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: Assistant City Manager for Public Services Don Cochran

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on May 13, 2015.

Motion by City Engineer Miller to approve the above minutes. Seconded by Assistant Director of Operations Kelley, the motion carried unanimously 4-0. (Building Official Jones was not present at the meeting during this vote).

10:02 am Break in Meeting
10:03 am Meeting Resumed

DRC BUSINESS

Agenda Item #3: Serenades by Sonata – Planned Unit Development

Roper Road – 720

Klima Weeks Civil Engineering, Inc.

Stephen Caruso of Sonata Health Care and Selby Weeks of Klima Weeks Civil Engineering, Inc.; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

2. **Payment into the City's sidewalk fund will be required at final construction plan approval.** Applicants had questions and requested clarification regarding sidewalk funds for project as it was listed in Engineering comment #2, Planning comment #13 and Standard General Conditions comment #30. City staff explained that applicants will need to include sidewalk details and easements on plans. City is requesting to see what can be included in this project to correct error that was not part of phase 1 project.

10:05 am Building Official Jones arrived late to the meeting

5. **All irrigation on the site shall be designed to be supplied by reclaimed water.** Applicants inquired if they could use potable water for irrigation in the enclosed courtyards instead of reclaimed water? At this point as discussed with approximately 30 % open space and 70% hardscape, city staff felt it could be possible but wanted to review it on the plans when details are better determined.

PLANNING

8. **Please provide the traffic/parking study to justify the number of parking spaces being provided and to determine your fair share of the cost of the stop light being installed at the corner of Roper Road and Daniels Road.** City staff explained that at this point, they have not received the traffic/ parking study details. City staff did state that a portion of the study was received as it relates to signal but no details for parking spaces and traffic. Applicants will have their consultant provide these details.
10. **Please provide a detail of the proposed wall along Daniels Road.** This comment was corrected as it should read "along Roper Road" and applicants stated they would provide.
11. **Please submit a revised plan that highlight the portion of the building that is proposed to be 45 feet tall.** After discussion of height of building, applicant will highlight the portion of the building at its highest point.
12. **This property and the other phases of the Serenades at Sonata development shall be platted. Please submit a Preliminary Plat application with your Site Plan application.** This comment was discussed. City Staff explained that the applicants will need to submit preliminary plat application and this can be done in conjunction with Site Plan application. The preliminary plat needs to be on file and routed through the approval channels to have on record. Applicants were concerned about timeline, approvals and deadlines. City staff explained that they would work with the applicants and felt that they

could still work within the applicants' deadlines, etc. Applicants will submit preliminary plat and the site plan will follow shortly after this.

13. **A 10 foot wide sidewalk shall be installed along Roper Road, including the property developed with the memory care facility.** As discussed in Engineering comment #2, city staff will review the payment fees into the sidewalk fund and get back with applicants. City staff explained why the 10' wide sidewalks are preferred for bike trails and applicants will review.
15. **What is proposed to be built in the recreation area? Please provide more details.** Applicants discussed this comment and understood what was being requested. They will provide details and narrative of what is being planned in the recreation area.
16. **The proposed pond is in a wetland. Please submit all permits and approvals from St. Johns Water Management, FDEP, Corps of Engineers, etc. to show the approved mitigation of this wetland.** City staff wanted to discuss this comment and make sure that the applicants understood what is being requested as well as concerns from the City staff end. City staff emphasized that applicants will need to get water management and DEP approvals, detailed soils information that shows confining layer around the wetland area and show that it is not a Karst feature. City staff explained the Karst feature will be based on Wekiva requirements. If this is a Karst feature, then there will need to be the 100' setback from the confining layer. City Staff will need these details so that we know the situation and can plan accordingly. If it is determined that there is a Karst feature, then applicants will need to plan a major revision to account for this aspect. Applicants understood and will get with their geo-tech to address these items.
17. **The Bradford Creek project encroached into the wetland during site construction. The representatives of Sonata and contract purchaser of Proffer property raised concern about the encroachment and required that the Bradford Creek developer get approvals from the Water Management District and Department of Environmental Protection to restore, replant, and mitigate the wetland. After going through process for six months, this developer wants to eliminate the wetland. Please provide a justification that could possibly support that position.** Applicants will address and respond accordingly.

PUBLIC SERVICES

18. **Streetlighting shall be installed pursuant to City Code internal to the project and along all adjacent rights of way, meeting dark skies requirements (Code Section 118-1536(k)).** This comment was discussed and verified that yes streetlighting needs to be along all the adjacent rights-of-way.

Discussed water main lines and water line looping as critical to providing quality services. Applicants requested to talk about this off line and city staff was in agreement to discuss during construction plan process.

STANDARD GENERAL CONDITIONS

30. **5' wide concrete sidewalks shall be constructed along all street frontages pursuant to Code. Existing sidewalks will be checked at completion and any damaged sections**

shall be replaced. This comment was discussed and the variance in width was discussed and explained in Planning comment #13.

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

10:17 am Break in Meeting
10:20 am Meeting Resumed

Agenda Item #4: Bradford Creek Phase 2 Tract C Recreation Area – Site Plan Approval

Sunbridge Circle - 14415
Court Street Partners

Theodore Weppelmann of Court Street Partners and CeCe de la Cerna of StanPac; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

PLANNING

7. Ordinance 12-30 to rezone the property to Planned Unit Development contains an exhibit for the park in Phase 2. This exhibit shows the park with pedestrian access to both the north and south sides creating a much more accessible amenity center. This plan also shows a gazebo and a much larger play area. As proposed, the park needs more amenities. Please revise the proposed park plans to include at a minimum the amenities that were shown in the approved PUD zoning ordinance. Discussion took place about the amenities for this project and what was approved on the PUD plan verses what is being shown on submitted plans. Applicants understood the city staff concerns and will provide details and plans that will convey what they would like to propose. City staff will review revised plans.

PUBLIC SERVICES

9. The irrigation plan shows a ¾” irrigation meter feeding a 2” line. Please provide calculations to confirm that the irrigation meter is not undersized. Applicants will provide these calculations.

City staff inquired what is being done to restore the wetlands that were encroached on for project. Applicants stated that nothing has been done yet. City staff advised applicants to go ahead with the approvals needed and have ready but not to do the work just yet. There is another project that is also affected by this wetland area and they are seeking to take this out. Applicants understood and will comply.

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 5-0.

Agenda Item #5: Burger King #2917 – Site Plan Approval (Staff Review Only)

Colonial Drive W. – 13500

Burger King #2917/Interplan, LLC

Placed on agenda in error and resubmittal was for staff review only. City Staff passed over this agenda item.

10:25 am Break in Meeting

10:28 am Economic Development Director Gerhartz left the meeting

10:28 am Meeting Resumed

Agenda Item #6: Twin Waters Amenity Center – Site Plan Approval

Marsh Road – 16303

Meritage Homes of Florida, Inc.

David Ressler of Jordan Brothers, David Brown of Meritage Homes, Michael T. Rainer of Meritage Homes and Neil Kleproth of Meritage Homes; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

4. **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. Discharge swale shown is acceptable.** Applicants understood and will comply.

10:30 am Economic Development Director Gerhartz returned to meeting

PLANNING

8. **The City accepted the Karst boundary change (see Engineering Comment 1), but there are still amenity features shown that encroach into the 100' karst feature buffer, including a significant section of the proposed wall and the equipment building. This is not acceptable.** City staff expressed concern about the plans submitted and building or disturbing the karst feature buffer area. The plan as submitted does encroach on this area. Applicants admitted that there were a couple of items labeled on the plans that may have been misleading. Applicants presented an alternate plan with the improvements shown outside the karst buffer area and staff agreed to this revised plan. Applicants will resubmit with this agreed upon plan.

Motion by City Engineer Miller to have the applicants revise and resubmit the Small Scale Site Plan addressing all city staff conditions for staff review only. Building Official Jones, seconded; the motion carried unanimously 5-0.

After the motion was made and voted on, there also was a discussion regarding the subdivision sign wall height. The plans show this as being an 8' high wall and city code only allows for a 6' high wall. Applicants were advised to resubmit the plans showing a 6' high sign wall and submit for approval. Then if the applicants want to apply for a variance to be at the 8' height, they can

do so for Planning and Zoning approval at the July meeting. Applicants understood and will comply. Building Official also reminded the applicants that they will need to include the details for the railing along the top of the amenity area wall for approval.

10:34 am Break in Meeting
10:35 am Meeting Resumed

Agenda Item #7: Hickory Hammock Phase 1C – Final Plat

Avalon Road – 1000

Tramell Webb Partners, Inc.

John Gilbert of Tramell Webb Partners and Keith Ruddick of McIntoch Associates; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

6. **Performance Bond: The improvements are not completed. A Performance bond or letter of credit in the amount of 120% of the cost of all incomplete improvements shall be provided to the City, based on the Design Engineer's certification and executed construction contract (final pay application). Performance Bond/LOC amount shall include cost of street lighting from Duke Energy (if not already installed); street and regulatory signs, required 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 requested that applicants update the cost estimates for the project, submit for review and approval, and provide performance bond prior to Staff approval.

PLANNING

15. **In the submitted Orange County 911 street name approval letter, I don't see Orange Harvest Loop on the list. Please provide a letter from OC 911 stating that this name has been approved and reserved.** Applicants advised city staff that the street names for the project have been reserved and extended the request to hold these names. These names should be submitted to city soon.

Since the applicants did not have too many staff report comments to discuss, City staff wished to discuss some other aspects with the applicants:

Wall and dirt? Applicants were asked about updates on the retaining wall. Applicants gave an update on the plan for the wall construction. The Building Official reminded applicants that the details for the railing on top of the wall need to be submitted as part of the revised plans. Applicants also stated that there is no dirt moving on the site. City staff reminded applicants moving the dirt is a huge undertaking and the wall should be up prior to any dirt movement. City staff also reminded the applicants that there is to be no construction activity prior to 7:00 am during the week, before 9:00 am on Saturdays and nothing on Sundays. There have been several

complaints to the police department that this has been occurring, so a reminder was issued to the applicants that if this continues the city will have to shut them down. Applicants understood.

City Staff also inquired about the final details of the dock plan for project? Applicants stated that the dock contractor mentioned that the St. John's requirements are the dock boardwalks had to have a 25' setback on the side vs. the 15' set back on the plans? Applicants are researching to discrepancy and addressing this to verify, etc. City staff advised applicants to remind the St. John's department about the agreement between city and applicants for the overall master dock plan for this project. St. John's department had said that they would work with city and developer on variances or waivers on some of these issues. Applicants will comply.

Motion by City Engineer Miller to have the applicants revise and resubmit the final plan addressing all city staff conditions for staff review only. Building Official Jones, seconded; the motion carried unanimously 5-0.

ADJOURNMENT

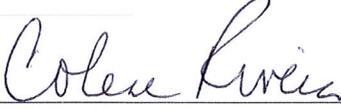
There being no more business to discuss, the meeting was adjourned at 10:42 a.m. by Chairman/Community Development Director Ed Williams

APPROVED:

ATTEST:



Chairman, Ed Williams



DRC Recording Secretary, Colene Rivera