



WINTER GARDEN

CITY OF WINTER GARDEN DEVELOPMENT REVIEW COMMITTEE MINUTES February 17, 2016

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, February 17, 2016 in the City Hall First Floor Conference Room.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Steve Pash called the meeting to order at 10:03 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Chairman/ Community Development Director Steve Pash, City Engineer Art Miller, Building Official Mark Jones, and Economic Development Director Tanja Gerhartz

Others: City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Planner Kelly Carson, 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 January 20, 2016.

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

10:03 am Break in Meeting
10:04 am Meeting Resumed

DRC BUSINESS

Agenda Item #3: Park & Plant – PUD Rezoning

S. Park Avenue and W. Plant Street
Tri3 Civil Engineering Design Studio, Inc.

Andrew Sechler of Elite Universal and Franco Scala of F&J Developers LLC; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

1. **The two driveway curb cuts do not meet City Code as outlined in Section 2.10(2)(E) requiring 75 feet separation from PC to PC. The Code does allow a waiver if granted by the City Manager, although the current configuration may pose a problem with access and traffic circulation.** Applicant explained the driveway cuts were discussed in a separate meeting with city staff. City staff explained that based on that meeting outcome, project will be ok to proceed with the two driveway curb cuts.
3. **The two dead-end parking areas may pose a problem with solid waste trucks. Coordinate with Public Services Solid Waste Division.** Applicants stated they plan to have individual trash cans and will revise plans to include these details.
4. **The units as depicted are not a conventional townhome layout, but more like a condominium layout. Confirm where the fee simple boundaries will be for each lot.** Applicants stated that this project will be townhomes. Applicant passed out Exhibit A to city staff as an example of the layout for the lots. This layout is from a similar project in Orlando. City staff inquired if there will be any yard area for this project? Applicants explained there will be a bit of yard along the street frontage and an HOA tract area in the courtyard.
5. **Will the garages accommodate all parking and will guest/overflow parking be provided? Show on plan.** Applicant explained the garages will accommodate all parking but there will not be any guest parking.

PLANNING

13. **The Future Land Use Designation for this property is Traditional Downtown, outlined in Comp Plan Policy 1-1.2.13, which includes the following provision: Any proposed residential development shall only be allowed as part of a mixed-use development with non-residential uses.** Discussed possibility of live/work units on the first floor in the PD. After discussion, applicants stated that they did not want to complicate the PD and will not include office areas on the first floor.

In order for this development to be consistent with the Comp Plan, a non-residential use must be incorporated into the project. Staff suggests that the townhome units fronting W Plant Street be given the option to become live/work units, with a permitted commercial office or studio use on the first floor. Would the proposed floor plans accommodate this?

Signage (size, location) will need to be discussed for the live/work units. This was discussed and clarified.

14. **Please confirm whether or not this will be a condominium development. If platted lots are proposed, please show them on the plans.** Applicant stated that this would be a town home project.

10:08 am Economic Development Director Gerhartz arrived late to meeting

15. Site Plan:

- b. Furthermore, it appears as though there are areas of the site that provide more asphalt than needed (behind lot 11, for example). Has the applicant considered making these green areas instead?** Applicants will revise the plan to include grass area in the courtyard.
- g. Is there a fence or any other buffer proposed between this development and the adjacent properties to the east?** Applicant stated that they are planning to install a hedge on the east side and a little bit of fencing to screen the driveway area from Plant Street.
- h. Please locate the dumpster(s) or garbage/recycling can pick-up location(s) on the site plan.** Applicant stated there will not be a dumpster and will plan on garbage/recycling pick up for this location.

Applicant inquired about the architecture of the project. He stated that this was submitted to city for review. City staff explained they had not had time to review and gather comments to further discuss at this meeting. City staff will get back to applicant on this issue at a later date. Applicants were advised that they will need to apply for Architectural Review Board (ARB) approval. This process was explained to the applicant, he understood and will comply. City staff explained that this review will be done simultaneously with the PUD Zoning approvals.

- 21. A community meeting is required before the PUD can be placed on a Planning and Zoning Board agenda.** Applicants were advised that the community meeting will need to be scheduled after the ARB approval but before the PD gets reviewed.

10:12 am Second applicant, Franco Scala joined the meeting

Applicant explained to his colleague what had conspired at this meeting thus far, the next steps to complete and then the various approval processes were explained by city staff.

Applicant also wished to discuss sprinkler system details pertaining to this project. City staff advised that the applicants will need to discuss these details with Fire Department and Public Services representatives for direction and clarification on these concerns.

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 4-0.

10:18 am Break in Meeting

10:19 am Economic Development Director Gerhartz left meeting

10:19 am Meeting Resumed

Agenda Item #4: Foundation Academy – PUD Rezoning

15304 Tilden Road

Kirby Engineering

David Buckles, applicant for the project was in attendance for discussion. The following items were reviewed and discussed:

Prior to addressing specific comments on the staff report, the applicant inquired about the project details for the PUD Rezoning process. He inquired if this approval was for the entire project which is all three phases or just for the first phase? City staff discussed, clarified and confirmed that this approval is for the entire PUD project.

ENGINEERING

3. *The following were some of the conditions of approval from 2/17/2006 (attached):*

d. *The Tilden Road drainage system shall be capable of handling the proposed discharge (flow and character) from this developed site. Drainage calculations shall support the 100 year retention design as certified by the Design Engineer.* This comment was clarified by city staff. Applicant understood and will comply.

4. *Utilities: No information was provided for the project's proposed utilities. Will the utilities serving the existing site be adequate, or will upsizing be required for the proposed development?* This comment was discussed and applicant understood that they will need to provide more details on the utilities in addition to what was submitted for permits. Applicant understood and will comply.

Applicant wanted to set up a meeting with the immediate neighbors on either side of this project to discuss and present the details of the project. City staff advised that applicant address this at the community meeting which will include everyone at one time to discuss this project. Applicant understood and will comply. City staff explained that they are in the process of changing city code and once this is complete, this project can plan a community meeting. City staff will get back to applicant on timeline details for these items.

PLANNING

16. *The Foundation Academy Developer's Agreement will need to be amended to account for the project's expanded scope and greater intensity of use. Items that need to be addressed include, but are not limited to: revised project phasing and utility upsizing (if applicable.)* This comment was referenced at the beginning of this agenda item, when discussing and clarifying the topic of approval for the entire PUD project verses phasing of the project.

BUILDING

17. *From a Building perspective, the intended uses listed do not appear to be consistent with the categories. (education and cell towers.....)* This comment was discussed and clarified.

10:26 am Economic Development Director Gerhartz returned to meeting

Motion by City Engineer Miller to recommend the PUD be placed on the next Planning and Zoning Board agenda, provided the applicant schedules the community meeting prior to P&Z board meeting and subject to code being on the same meeting or prior meeting with approval. Building Official Jones, seconded; the motion carried unanimously 4-0.

10:28 am Break in Meeting
10:28 am Planner Carson arrived late to meeting
10:29 am Meeting Resumed

Agenda Item #5: Oakland Park Phase 4A Amenity Center – Site Plan

1004 Civitas Way
Lake Apopka 2012, LLC

Tim Vanwormes of Evans Engineering, David Hoppes of DHTP and Kristen Kdehnemann of DHTP, Al Penny of Crescent and Thom Cunningham of Crescent, applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

1. **The pool overflow 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 into the adjacent stormwater pond will be approved as a method of de-chlorination if discharge flows at least 100 feet over a grassed surface before reaching storm system outfall. Coordinate with Public Services Utilities for pool discharge into sanitary sewer system.**

Pool drain and pool overflow are shown to be “by others”. Either show on the plan or provide the plans “by others”. Provide documentation that Public Services has approved discharge into the sanitary sewer system.

This comment was discussed and applicants understood that they need to include details on plans, clarify where the discharge is going and in what amount. City staff advised applicants to get with Public Services Utilities regarding the discharge amount into the sanitary sewer and there may be additional impact fees as a result of this amount. Applicants will get with Public Services for clarification.

PLANNING

7. **Repeat Comment: Please provide 4-sided color elevations of the proposed buildings.**

Applicant handed planner a copy of these color elevations (Exhibit B).

8. **Sheets LA 1.20, 1.30, and 2.52 appear to be incomplete.** Applicant explained these sheets are now complete and will be submitted as part of the revised plans.

9. **The crushed rock/gravel paths may pose maintenance issues as they have in the past. Please coordinate with Laura Coar, City Parks & Lands Operations Director, for lower maintenance gravel options. 407-656-4111 x-5418.** Applicants were advised that they need to coordinate with Laura Coar on these details. Applicant will comply.

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

Agenda Item #6: Oakland Park Phase 4B – Construction Plans

Lake Brim Drive

Lake Apopka 2012, LLC

Tim Vanwormes of Evans Engineering, David Hoppes of DHTP and Kristen Kdehnemann of DHTP, Al Penny of Crescent and Thom Cunningham of Crescent, applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

1. **Repeat comment: Pursuant to previous phase approvals and prior to final plat review, submit plans identifying the building setbacks for each lot to include specific details on what primary and auxiliary uses will be allowed such as pools, porches, patios, garages, etc.**

Applicants explained that they are in the process of revising these plans and will provide at next submittal.

7. **Water, sewer, and reuse impact fees have been paid based on:**

- a. **Water Impact Fees = 58 lots x \$1,086.00 = \$62,988.00**
- b. **Irrigation Impact Fees = 58 lots x \$1,086.00 = \$62,988.00**
- c. **Waste Water Impact Fees = 58 lots x \$1,767.00 = \$102,486.00**
Half of the Utility Impact Fees = \$228,462.00/2 = \$114,231.00.

City staff inquired if these impact fees had been paid? Applicants will verify and either provide the details and documentation or get the payment to the city. [Staff later verified that these were paid.]

8. **Permits from SJRWMD and FDEP (water, wastewater and NPDES) are required prior to issuance of site or building permits and prior to any construction.** Applicants will provide these documents.

PLANNING

15. **Informational Item: Site plan approval for the recreation areas within this phase, including the proposed dog park, is required.** Site plan is being worked on to restore the pond back to the original plan and add the dog park.

PUBLIC SERVICES

18. **On lots #250, #251 and #275, I don't see the water service lines as on the other lots. It may be that these already have existing services and are just not shown on this drawing. Please clarify.** Applicants have an exhibit with these details and will provide with the next submittal.

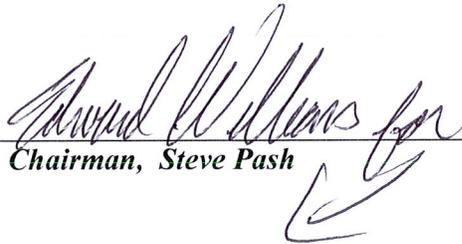
Motion by City Engineer Miller to have the applicant revise and resubmit the Construction Plans addressing all city staff conditions for staff review only. Building Official Jones, seconded; the motion carried unanimously 4-0.

ADJOURNMENT

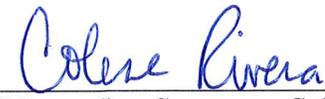
There being no more business to discuss, the meeting was adjourned at 10:38 a.m. by
Chairman/Community Development Director Steve Pash.

APPROVED:

ATTEST:



Chairman, Steve Pash



DRC Recording Secretary, Colene Rivera