



CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
June 22, 2016

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, June 22, 2016 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Consultant 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: City Development Consultant Ed Williams on behalf of Chairman/Community Development Director Steve Pash, City Engineer Art Miller, Building Official Mark Jones and Assistant City Manager for Public Services Don Cochran

Others: Assistant City Attorney Dan Langley, Urban Designer Kelly Carson, Planner Jessica Frye and Customer Service Representative Kathy Rathel on behalf of Customer Service Representative Colene Rivera.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz and Chairman/Community Development Director Steve Pash

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on June 8, 2016.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Jones, the motion carried unanimously 3-0. (Assistant City Manager for Public Service Don Cochran had not arrived to meeting was not present at meeting during this vote.

- 10:03 am Break in Meeting
- 10:03 am Assistant City Manager for Public Service Don Cochran arrived late to meeting.
- 10:05 am Meeting Resumed

DRC BUSINESS

Agenda Item #3: Heichel Flex Building - SITE PLAN

Business Park Boulevard – 611 & 629

Heichel Plumbing

Bill Heichel of Heichel Plumbing and Larry Hollon of Southeastern Architectural Association; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Applicants acknowledged receiving the staff report and being able to review it.

ENGINEERING

3. **Sheet C-100: Extend 5' wide sidewalk on Story Road for full frontage; extend sidewalk on Business Park Blvd. to south property line – relocate BFP or adjust alignment of sidewalk to avoid conflict.** Applicants inquired about removing the side walk along Business Park Boulevard because it is a sidewalk to nowhere at this time? Also inquired about sidewalk on Story Road? These sidewalks were discussed by city staff and informed applicants that they could pay into the sidewalk fund. Also, discussed the adjacent 900 - 1500 square foot property that the city currently owns. Applicants were inquiring what the city has planned for this property. City staff explained that the city will always have to maintain the easements, utilities, etc. on this property. Applicants were inquiring about the possibly of city vacating this property for this project to then purchase to assist with calculations of parking spaces, impervious space, etc. City staff will research this option, look at surveys, etc. and see if there might be a possibility. Discussed forced main lines that are gravity lines and discussed possible option of easement, etc. City legal counsel reviewed plans and advised applicants to redraw their plans to show the city owned property from the plans. Applicants will comply and go back to their surveyor to redraw these plans.

4. **Sheet C-100: Provide a cross access easement for the connection to Lot 18. Recorded copy of easement required prior to C of O.** Applicants will comply.

6. **Sheet C-400: Verify location of existing 10" water main. Provide pavement restoration plan and callouts if required. See attached original plans of Story Road Business Park.**
 - **Based on the plans, a 1" irrigation meter and 1" potable meter are shown as proposed. Utility impact fees are as follows:**
 - **1" potable meter @ \$2,715.00**
 - **1" irrigation meter @ \$2,715.00**
 - **Wastewater for 1" meter @ \$4,418.00**
 - **Total \$9,848.00**

City staff advised that these calculations were for 1" irrigation and potable meters but they might need to consider a 2" meter based on flow calculations. The 2" meter fees are on the city website. Applicants explained their plans for the utility services with a 1" meter and then make each tenant as a sub meter along the service line. Applicants will review and determine what size is needed. Applicants understood.

8. Provide irrigation plan showing size and location of irrigation meter and backflow preventor. City staff explained this is required and will need to submit these details as part of the overall landscaping plans.

PLANNING

19. The proposed elevations do not meet the intent of the City Code. Please flip the building so all bays face East and South away from the road and the elevations that front along the streets will need to match the elevations currently labeled as "Front Elevation."

Discussed this advisement to "flip" the building to meet the proposed elevations requirement, meeting the required building square footage for business operation and also hiding the storage of vehicles, etc. Applicants understood no outdoor storage is allowed including large trucks, equipment and company vehicles, etc. Applicants will get with their designer, see if the "flip" can be accommodated and what options they might have. It was discussed that the applicants want to keep the two lots separate. City staff advised that they will need to get with their lawyer about cross-access agreement for use and storage between the two lots and if owner wants to sell the lot in the future, the cross access agreement would go away with the sale of the property. Also, applicants want to modify the utility lines and address the connection point.

22. Outdoor Storage is not permitted at this location. Applicants understood and will comply.

Applicants will submit an interior floor plan with next submittal so that impact fees can be calculated by city staff.

PUBLIC SERVICES

23. No irrigation meters are shown. The meter must be 2". City staff explained that they did not see an irrigation meter shown on the plans. Irrigation meters are required and applicants will include in resubmittal.

BUILDING

27. Verify dumpster enclosure dimensions (10'X12' measured form the face of the bollards). Applicants will accommodate this request.

STANDARD GENERAL CONDITIONS

35. 5' wide concrete sidewalks shall be constructed along all street frontages pursuant to City Code. Applicants inquired about sidewalk details. City staff explained that applicants will need to provide sidewalks for the perimeter of the store front property and landscaping buffers. Applicants will comply.

Applicants inquired about monument signage? City staff advised that applicants will need to include these details of size, location, etc. in their project sign package for separate review and approval. This submittal can be done in conjunction with site plan approval or during construction phase.

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.

11:36 am Break in Meeting

11:38 am Meeting Resumed

Agenda Item #4: Douce France Bakery extension – DISCUSSION ITEM ONLY)

Story Road - 710

Douce France Bakery, Inc.

Sophie Sacasio of DF Bakery, Inc., Ron Sacasio of DF Bakery, Inc. and Jim Finser of Central Florida Engineering; applicants for the project were in attendance for discussion.

Discussion item only.

ADJOURNMENT

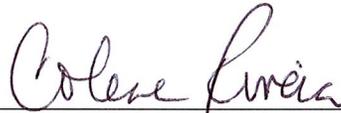
There being no more business to discuss, the meeting was adjourned at 11:38 a.m. by acting Chairman/Community Development Consultant Ed Williams.

APPROVED:

ATTEST:



Chairman, Steve Pash



DRC Recording Secretary, Colene Rivera