



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
September 14, 2016**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, September 14, 2016 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Steve Pash called the meeting to order at 10:02 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, Interim Building Official Skip Nemecek, Economic Development Director Tanja Gerhartz and Assistant City Manager for Public Services Don Cochran

Others: City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Senior Engineer Jim Monahan, City Development Consultant Ed Williams, Urban Designer Kelly Carson, Planner Jessica Frye and Customer Service Representative Colene Rivera.

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on August 24, 2016.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Nemecek, the motion carried unanimously 3-0. (Economic Development Director Gerhartz and Assistant City Manager for Public Services Cochran were not present at meeting during this vote)

- 10:02 am Break in meeting
- 10:03 am Assistant City Manager for Public Services Cochran arrived to meeting
- 10:03 am Meeting Resumed

DRC BUSINESS

Agenda Item #3: Winter Garden Commerce Center Lots 1 - 5 – SITE PLAN

Garden Commerce Parkway – 621 to 691
TSG Development, Inc

Darcy Unroe of Unroe Engineering, Wilson McDowell of TSG Development, Matt

Sullivan of TSG Development and Michael Bolatto of C4 Architecture; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

Applicants acknowledged receipt of staff report. They did not have specific comments to address at meeting. They stated that they plan to clean up the utilities, ensure all the buildings and elevation areas match, discussed submittal of overall tree plan and will include trees along front of property. City staff discussed lighting and sidewalk connection along Story Road. Applicants understood. City staff advised that applicants will be able to submit binding lot combination plan concurrent with Site Plan for City Commission approvals. City staff advised applicants that they will need to obtain all the letters for vacating the easements with utility providers and adjacent property owners on east and south side. Applicants will comply.

Motion by City Engineer to have the applicants revise and resubmit the Site Plan addressing all city staff conditions and preparing the binding lot agreement. This will be for staff review only. Assistant City Manager for Public Services Cochran seconded; the motion carried unanimously 4-0. (Economic Development Director Gerhartz was not at meeting during this vote)

10:08 am Break in Meeting
10:09 am Economic Development Director Gerhartz arrived to meeting
10:09 am Meeting Resumed

Agenda Item #4: Miller's Ale House – SITE PLAN

Colonial Drive W – 12105
Legacy VWI LLC

Cas Suvongse of SK Consortium Inc; applicant for the project was in attendance for discussion. The following items were reviewed and discussed:

Applicant inquired of engineering department who the project's contact should be? City staff replied that Art Miller would be the main contact.

ENGINEERING COMMENTS

4. **Minimum 5' wide concrete sidewalks shall be constructed along all street frontages pursuant to Code. Any damaged, broken or cracked sections (including curbs and pavement) shall be replaced by the developer prior to issuance of certificate of occupancy.** Applicant stated they already have sidewalks and not planning to add additional ones. City staff clarified comment that if any damaged, broken or cracked sections (including curbs and pavement) should occur during construction, then project will be responsible for replacement or repairs. Applicant understood and will comply.
5. **The fire line shows a "wafer" style check valve. Per City Standard Details, a reduced pressure zone (RPZ) is required for the backflow mechanism (double detector check valve).** This comment was clarified and project is showing wafer for new building. Applicant understood and will comply.
8. **Provide sight triangles at all intersections and driveways. Landscaping shall not encroach on required sight lines at intersections or driveways. Design Engineer shall**

provide certification that sight distance requirements are being met. Applicant stated that sight triangles are on the landscaping plans. City staff will review plans again.

PLANNING

13. The large concrete slab in the front of the building will not be supported by staff, the front shall be landscaped. This comment was discussed and clarified. Applicants said that they will be providing landscaping and benches, etc. in the area. City staff requested that applicant submit this plan for review. Applicant will comply.
14. A minimum of one shade tree ever 50 linear feet shall be provided around the perimeter of the building. City staff confirmed that this comment should read “every 50 linear feet”. This comment was discussed and clarified.
17. What is the proposed use of the sod yard behind the building? Is any future development going to occur on this area? Applicant clarified that the yard is just an open area and not intended for anything else. There is not a plan for future development. City staff explained that if this yard is being planned for events, there is a separate special event permit required for each and every event. Applicant will pass on this info to client.
19. Please provide a traffic study for the proposed project. Applicant inquired why a traffic study was needed and why this has come up now rather than in the beginning of submittal? City staff stated that per city requirements, there will need to be traffic study conducted for the additional traffic impact to this area. This project is continuing to be assessed and additional comments will come up. Staff comments will be communicated as the project develops.
20. The site lighting must meet the dark skies requirements. Please provide a photometric plan for review. The requirements regarding external site lighting can be found in Chapter 118, Article X, Division 4. This comment was clarified and stated per city code requirements; all lighting must meet dark skies requirements. A photometric plan must be submitted with project to ensure that the lighting meets these requirements for existing and additional lighting, including the building exterior lighting. Applicant understood and will comply.
22. The rear elevation will need additional architectural features to break-up the blank wall. This comment was discussed and applicant has an understanding of what is being requested.
23. A cross-access easement shall be provided for the neighboring property to the west. This comment was discussed and clarified. It had been a condition of the original project and is a code requirement. This will need to be provided. Future development in the area will be required to provide cross access as well to this project, once development or expansion is being planned.
25. Platting this property into a separate lot will create non-conformities; such as, parking, no on-site water retention, impervious surface ratio for the new lot, issues of boundary landscaping, etc. These non-conformities will not be supported by staff as noted in the easement doctrine. All easements and agreements must run in perpetuity with the buildings and land. This comment was clarified. The agreement needs to be between the two property locations and not just between the two parties. This agreement will be in affect over the duration of the lifetime of the development. Applicant understood and will comply.

Side comment was discussed that signage for the project might state "Miller's Ale House at Winter Garden". Applicant will pass on this request.

FIRE

Applicant had specific questions pertaining to Fire comments. City staff advised applicant to discuss these questions or concerns directly with Fire Inspector. Her information was given to application. Applicant will comply.

- 32. Any commercial building over 6000 Sq. Ft shall be provided with a Fire Sprinkler System and a monitored Fire Alarm System. Lock Box shall be no higher than 7' from finish floor and shall be monitored by the Fire Alarm System or Burglar Alarm System. Address directly with Fire Inspector.
- 33. Fire Department Connections shall be a minimum of 40 ft. off the building. Fire Hydrants shall be no more than 150 ft. away from Fire Dept. Connections. Both FDC's and hydrants shall be on the same side of the road or driveway. FDC's shall be stand-alone off the backflow. Address directly with Fire Inspector.
- 34. Fire Lanes shall be established around Fire Dept. Connections. Address directly with Fire Inspector.

Motion by City Engineer Miller to have the applicant revise and resubmit the Site Plan addressing all city staff conditions for another full DRC review cycle. Assistant City Manager for Public Services Cochran, seconded; the motion carried unanimously 5-0.

ADJOURNMENT

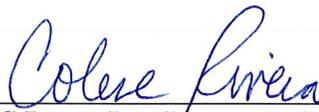
There being no more business to discuss, the meeting was adjourned at 10:29 a.m. by Chairman/ Community Development Manager Steve Pash.

APPROVED:

ATTEST:



Chairman, Steve Pash



DRC Recording Secretary, Colene Rivera