



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
July 19, 2023**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, July 19, 2023 in the City Hall Commission Chambers.

**Agenda Item #1: CALL TO ORDER**

Chairperson/Planning Director Kelly Carson called the meeting to order at 9:34 a.m. The roll was called and a quorum was declared present.

**PRESENT**

**Voting Members:** Chairperson/Planning Director Kelly Carson, City Engineer Jim Monahan, Building Official Skip Nemecek, Assistant City Manager for Public Services Steve Pash, and Senior Business Analyst Marc Hutchinson on behalf of Economic Development Director Tanja Gerhartz.

**Others:** Dan Langley, City Attorney; Art Miller, City Engineering Consultant; Rob Heaviside, Senior Engineer; Shane Friedman, Planning Supervisor; Yvonne Conatser, Senior Planner; Amber McDonald, Planner I; Kelsi-Ann Bailey, Administrative Support and Ellen King, Recording Secretary.

**ABSENT**

**Voting Members:** Economic Development Director Tanja Gerhartz.

**APPROVAL OF MINUTES**

**Agenda Item #2:**

Approval of minutes from regular meeting held on July 12, 2023.

***Motion by Assistant City Manager for Public Services Pash, to approve the above minutes. Seconded by Building Official Nemecek, the motion carried unanimously 5-0.***

**DRC BUSINESS**

**Agenda Item #3: Prodalim PID – REZONING**

9<sup>TH</sup> Street – 355

HDSi

Alfred Foger of Prodalim; Dan Barkar of Prodalim; and Jim Hall of HDSi; representatives for the project, attended for discussion. The following items were reviewed and discussed:

#### **ENGINEERING**

4. **Existing and proposed stormwater needs to be addressed. The combined system that allows both stormwater runoff and wastewater flows into the storm system, and ultimately to waterways, must be stopped.** City staff discussed the need to separate the stormwater. Applicants will review and clarify existing and proposed stormwater in revised submittal.

#### **PLANNING**

23. **A traffic study may be required.** The applicants asked when the traffic study will be required. City staff stated this is yet to be determined.
24. **It is understood that the existing buildings will remain for the foreseeable future and will be grandfathered into the PID requirements. However, this submittal is still very limited when it comes to setting standards for future development beyond some basic setback and use information. To process this rezoning, the following additional information and exhibits should be submitted:**
  - a. **Concept development plan showing a version of future development of the site that meets the new PID standards. It is understood this could change and it is not expected that the site will be built exactly as exhibited.** Applicants will provide
  - b. **Concept landscape plan showing required buffer widths, planting requirements, etc. This exhibit should call out canopy trees, understory trees, shrubs, groundcovers, grass, etc. with spacing and size requirements.** Applicants will provide.
  - c. **The buffer requirements should also address fencing and/or screen wall requirements adjacent to residential properties.** Applicants will provide.
  - d. **Architectural standards and guidelines. An exhibit with building photos that are indicative of proposed design character is acceptable.** Applicants understood.
25. **Sheet 04:**
  - b. **50' will also be the min. setback for street-adjacent side yards.** Applicants noted 45' setback on the plans and the 45' setback was changed when the right-of-way for 9<sup>th</sup> Street was altered from 50' to 45'. Staff was in agreement and stated this would be grandfathered into the existing PD requirements.

#### **BUILDING**

27. **There is not sufficient information for any of the purposed buildings use. We will only be able to respond to submitted building plans that do have approved zoning and planning approval. We will be reviewing individual plans per building and overall planning and zoning is required before applications are submitted.** Applicants understood.

***Motion by City Engineer Jim Monahan to have the applicants revise and resubmit the Planned Industrial Development for another full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 5-0.***

**Agenda Item #4: Winter Garden Cemetery Replat – FINAL PLAT**

Lake Butler Blvd - 13460  
City of Winter Garden

Steve Pash of the City of Winter Garden; representative for the project, attended for discussion. The following items were reviewed and discussed:

**SURVEYOR**

Applicant stated there are some minor amendments requested by the surveyor and these will be addressed.

***Motion by City Engineer Jim Monahan to have the applicant revise and resubmit the Final Plat for staff review only. Building Official Nemecek, seconded; the motion carried unanimously 5-0.***

**Agenda Item #5: Golden Palms – FINAL PLAT**

Park Avenue S - 1104  
Davila Custom Homes

Milagros Sanchez of Davila Custom Homes; representative for the project, attended for discussion. The following items were reviewed and discussed:

**ENGINEERING**

Applicant did not have any questions and will address staff comments. Applicant requested City staff to schedule a walk-thru to review the storm pipe. Also, staff stated concerns regarding the asphalt and the life expectancy. Staff will review this during the walk-thru and the roads may need to be resurfaced upon completion of this development.

***Motion by City Engineer Jim Monahan to have the applicant revise and resubmit the Final Plat for another full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 5-0.***

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 9:49 a.m. by Chairperson/Planning Director Kelly Carson.

**ATTEST:**

**APPROVED:**

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*DRC Recording Secretary, Ellen King*

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*Chairperson, Kelly Carson*

**DISCUSSION ITEMS ONLY**

**Agenda Item #6: 12520 Warrior Road – PROJECT FEASIBILITY**

Warrior Road – 12520

Malak Corporation

Nicole Lund of Harris Civil Engineers LLC; and Luis Ortiz of Malak LLC; representatives for the project, attended for discussion only.