



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
JANUARY 17, 2024**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, January 17, 2024 in the City Hall Commission Chambers.

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

Chairperson/Planning Director Kelly Carson called the meeting to order at 9:30 a.m. The roll was called and a quorum was declared present.

**PRESENT**

**Voting Members:** Chairperson/Planning Director Kelly Carson, Deputy Building Official Jimmy Appoloney on behalf of Building Office Skip Nemecek, Economic Development Director Marc Hutchinson, City Engineer Jim Monahan and Assistant City Manager for Public Services Steve Pash.

**Others:** Rob Heaviside, Senior Engineer; Art Miller, City Engineering Consultant; Shane Friedman, Planning Supervisor; Yvonne Conatser, Senior Planner; Amber McDonald, Planner I and Ellen King, Recording Secretary.

**ABSENT**

**Voting Members:** Building Official Skip Nemecek

**APPROVAL OF MINUTES**

**Agenda Item #2:**

Approval of minutes from regular meeting held on January 3, 2024.

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

**DRC BUSINESS**

**Agenda Item #3: West Avalon Planned Unit Development – PUD REZONING**

Avalon Road - 2900

Inspire Placemaking Collective, Inc.

Eric Raasch of Inspire Placemaking Collective, Inc; representative for the project, attended for discussion. The following items were reviewed and discussed:

### **ENGINEERING**

Applicant requested confirmation regarding Engineering Comments if there is anything that needs to be completed at this time? City staff confirmed all the Engineering Comments are for future submittals.

### **PLANNING**

**19. The underlying future land use designation for this property is SUB - Suburban Residential. The SUB FLU designation allows zoning for R-1, R-1A, and PUD. The R-1 and R-1A zoning districts require minimum lot widths of 100 feet (R-1A) and 85 feet (R-1). With that in mind, the applicant is asking for a large reduction in lot width sizes through the Planned Unit Development process in the range of 50' wide and 60' wide.**

**The PUD plan as shown does not have exhibits showing the proposed amenities that will make the development unique for its residents. The plan does not have home elevations showing the unique housing types being provided. The new homes and the current traffic generated by Orange County developments south of this project along Avalon Road have created concern with City of Winter Garden residents.**

**For Staff to potentially support such a request the applicant will need to provide the exhibits. The following comments are provided for the submitted PUD plan, however new comments may be generated with future submittals.** Applicant inquired about the level of details needed at this time. City staff stated requesting elevation details and future clarification of reason for deviation of standards R-1 Zoning such as architectural features, landscaping, amenities on the site, etc. Applicant requested city staff to provide examples from prior projects. City staff clarified by the end of this PUD approval process, applicants will need to submit construction plan level details. Applicant understood.

**20. A Community Meeting is required.** City staff explained the details of coordination for this community meeting.

**24. The landscape plan has not provided a tree survey or mitigation plan showing a 2 to 1 replacement for any tree with a DBH greater than 12 inches. The tree survey should show the location and size of the trees. Please "x" out those trees planned to be removed over a layer of the proposed development allowing staff to determine if the tree must be removed or can be saved. All steps should be made to save the trees and incorporate them into the development.** Applicant will include in revision.

**29. Please provide new sheet showing the development as a bubble plan that clearly delineates what will be lots (with sizes), proposed easements and what will be tracts.** Similar to Planning Comment #19, staff explained the level of details for tracts, open space and lots, etc.

TIA Methodology was confirmed to be received by applicant and they are currently reviewing this report.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the Planned Commercial Development for another full DRC review cycle. Assistant City Manager for Public Services Pash, seconded; the motion carried unanimously 5-0.***

**Agenda Item #4: Chick-Fil-A #1918 Winter Garden – MINOR SITE PLAN APPROVAL**

Daniels Road - 3166  
Interplan LLC

Kirshna Desai, Michelle Kucaba, Travis Reynolds and Brandy Seago of Interplan LLC; representatives for the project, attended for discussion. The following items were reviewed and discussed:

**ENGINEERING COMMENTS**

- 4. No utility or building work is shown.*** Staff confirmed this is a general comment.
- 5. Plans shall conform to the current ADA and Florida Accessibility Code requirements.***  
Staff confirmed general comment and required per ADA compliance requirements.  
Applicants will comply.

**PLANNING COMMENTS**

- 10. Parking spaces will be removed to construct the new car canopy. Please provide interior floor plan with seating chart for the restaurant, plus number of employees, so parking requirements can be calculated.*** Applicants confirmed canopy will remain and not being altered. Yes, parking spaces are being removed and details are reflected on plans and gave a brief overview of changes.
- 11. The landscape plan should include a table listing all trees to be removed and how the proposed landscape plan will satisfy the 2-to-1 replacement requirements for all trees 12" DBH or greater.*** Applicants confirmed their Landscaping Architect will revise with requested details.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the site plan for staff review only. Assistant City Manager for Public Services Pash, seconded; the motion carried unanimously 5-0.***

**ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 9:40 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 ITEM ONLY**

**Agenda Item #5: Emerald Park Builders LLC – PROJECT FEASIBILITY**

Fullers Cross Road E – 1098 & 1106

Emerald Park Builders LLC

Peter Palermo and Jozee Nergay of Emerald Park; representatives for the project, attended for discussion only.