



WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
February 17, 2021

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, February 17, 2021 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Steve Pash called the meeting to order at 9:30 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Chairman/Community Development Director Steve Pash, City Engineer Jim Monahan, Building Official Skip Nemecek and Assistant City Manager for Public Services Jon Williams.

Others: Dan Langley, Assistant City Attorney; Art Miller, City Engineering Consultant; Rob Heaviside, Senior Engineer; Kelly Carson, Urban Designer; Shane Friedman, Senior Planner and Edlyn Gonzalez, CSR.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on February 3, 2021.

Motion by Assistant City Manager for Public Services, Williams to approve the above minutes. Seconded by, Building Official Nemecek; the motion carried unanimously 4-0.

DRC BUSINESS

Agenda Item #3: Verax Medical Office – Site Plan Approval

Colonial Drive W – 12301
Mitch Collins, P.E., Inc.

Mitch Collins of Mitch Collins, P.E., Inc. and David Lamm of Lamm & Co applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

1. **The "Master" Developer agreed at the 11/29/06 DRC Meeting to pay his one-half share of the improvements to Carter Road along the project's frontage.** Plat was recorded yesterday and a pdf docs will be sent to applicant.
2. **General Requirements (note on plans):**
 - e. **If Thermoplastic pipe is used it shall meet all City material and installation requirements as specified in the City's Standards & Specifications including Class I bedding, HP polypropylene pipe (not HDPE or N-12), laser profiling, installation per ASTM D2321, etc. (see under on-line forms on website).** Applicant acknowledged.
4. **Sheet C-4 – Utility Plan:**
 - b. **Based on the above, the utility impact fees are as follows:**

<u>1" Irrigation meter</u>	<u>1 ea. @ \$2,715.00</u>	<u>= \$2,715.00</u>
<u>2" Potable water meter</u>	<u>1 ea. @ \$8,688.00</u>	<u>= \$8,688.00</u>
<u>Wastewater for 2" meter</u>	<u>1 ea. @ \$14,136.00</u>	<u>= \$14,136.00</u>
	<u>TOTAL</u>	<u>= \$25,539.00</u>

(Does not include connection/installation fee; check with Utility Billing to verify any pre-payments) City reiterated that this balance does not include meter and connection fees. Applicant will obtain the impact fee schedule from the building department for reference.

PLANNING

15. **Note: This project constitutes Phase 2 of the project, which, among other items, includes landscaping the entire eastern buffer and piping the entirety of the existing ditch. The phasing must adhere to the most recent approved Home2Suites Site Plan set, which includes the larger site development.** Applicant received clarification on landscaping concerns.
16. **Will this medical facility include inpatient procedures? If so, please note the number of beds so that can be factored into the parking calculations.** Applicant stated that the facility will not include inpatient procedures.
18. **Elevations: As mentioned previously, the west elevation is flat compared to the other sides of the building. Can the central portion of this elevation be bumped in/out slightly to break it up?** Applicant will send elevations via email for City Staff to preview prior to printing hard copies for the next submittal.
19. **Landscape Plan:**
 - a. **Per the overlay landscaping requirements, an average of one canopy tree shall be located for every 50 linear feet of building perimeter.** City Staff clarified that canopy trees are required and bamboo is not an option to meet this requirement.

STANDARD GENERAL CONDITIONS

36. **After final plan approval, a preconstruction meeting will be required prior to any commencement of construction. The applicant shall provide an erosion control and street lighting plan at the preconstruction meeting and shall pay all engineering review and inspection fees prior to construction. Inspection fees in the amount of 2.25% of the**

cost of all site improvements shall be paid prior to issuance of the building permit.
Applicant inquired if the street lighting plan carries over from the master plan. City Staff acknowledged.

Applicant will contact the City's Fire Inspector with further questions.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for staff review. Assistant City Manager for Public Services Williams, seconded; the motion carried unanimously 4-0.

Agenda Item #4: Winter Garden Commerce Center Ph. 2 – Construction Plans

Garden Commerce Parkway
Holder Investments, Inc.

Scott & Joseph Holder of Winter Garden Commerce; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING

- 2. A draft Developers Agreement (Road Extension Agreement) has been submitted for review.** City Staff confirmed that the Developers Agreement is under review.
- 5. Sheet C2 - Plan & Profile – Utilities and Storm:**
 - b. Fill in the blanks (xx) in the Temporary Cul-de-sac Notes (#1 & #2).** Applicant confirmed they will work on this.
 - c. Correct callout for new storm inlet S5 – knock out should be West not East.** Applicant acknowledged.
 - d. The Typical Water Service Configuration detail is not clear on the plans where the 8" water main stubouts are located to provide fire protection for the lots on the east side.** City Staff reiterated that this must be clearly labeled on the plans.
- 11. Streetlighting both internally and on all street frontages is required pursuant to City Code – dark skies lighting is required. Streetlighting plan from Duke Energy shall be provided prior to the pre-con, once the plans are approved.** Applicant acknowledged.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Construction Plans for staff review. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

