



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
September 29, 2021**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, September 29, 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 9:29 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: Mike Bollhoefer, City Manager; Frank Gilbert, Assistant City Manager for Admin Services; Kurt Ardaman, City Attorney; Dan Langley, Assistant City Attorney; Ed Williams, City Development Consultant; Art Miller, City Engineering Consultant; Rich Fasano, Director of Operations for Public Services; Rob Heaviside, Senior Engineer; Kelly Carson, Urban Designer; Shane Friedman, Senior Planner; Jordan Kowalchik, Planner I and Colene Rivera, Recording Secretary.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on September 15, 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: Lotts Concrete Entrance Road Improvements - SITE PLAN

Hennis Road - 429

Lotts Concrete Products Inc.

Larry Poliner of RCE Consultants; representative for the project, attended for discussion. The following items were reviewed and discussed:

Applicant stated that the property owner has been dealing with health issues and has caused delayed with progressing with the comments. He understood that the city has these staff comments to clean up and they will address these concerns.

ENGINEERING

9. Sheet C-3 – Site & Grading Plan:

- a. **The pavement surface at the Hennis Road connection is “hard packed concrete/asphalt/limerock” per the response. One of the main purposes of this project is to prevent tracking of limerock/silt onto Hennis Road. How will this be accomplished if this area isn’t paved?** Applicant stated the pavement surface is brand new concrete and looks very nice. He does acknowledge the city’s concerns of dust and loose rock, etc. onto Hennis Road.

PLANNING

12. Sheet C3.1 – Landscape Plan

- b. **The proposed plants will need either permanent or temporary irrigation provided during the establishment period to survive. Please provide.** Applicant understood and will include details on the construction plans and emphasize this to the property owners/ business owners this hedge needs to grow and survive or be replanted.

Motion by City Engineer Monahan to approve the site plan as shown. Assistant City Manager for Public Services Williams, seconded; the motion carried unanimously 4-0.

Agenda Item #4: Belle Meade Commercial Outparcel 1 – SITE PLAN

Avalon Road - 1805

Kimley-Horn and Associates, Inc.

Brent Lenzen of Kimley-Horn; representative for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

4. **Permit approval of all work within the C.R. 545 R/W shall be required from Orange County and the City of Winter Garden. Provide updated County permit prior to pre-con.** Applicant stated that he sent planner an email with these details.
15. **All dumpsters shall be enclosed and provide 12 feet of clearance, each way, inside of bollards and gate hardware. The dumpster details provided does not meet this requirement – coordinate with Public Services.** Applicant stated he understood this comment and will clean up the details pertaining to the dumpster.

PLANNING

20. **Architectural Elevations. An offline meeting with Staff was previously held as requested, however we still have additional concerns about the proposed elevations:**
 - b. **Only Buildings 1 and 3 were submitted this last round. Please include all building elevations with the next submittal.** Applicant understood and will address these concerns as well as will address the request to break up the materials with various materials, textures and colors for architectural interest.

Applicant inquired about traffic study and asked for clarification on the proportionate share calculations percentage? There are some inconsistency with the percent number in the report/ comments.

City staff explained drive throughs are a conditional approval and explained this project would need to go through Community Meeting process and then the Planning and Zoning Board approval.

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

Agenda Item #5: West Orange Boys & Girls Club – SITE PLAN

9th Street – 459

June Engineering Consultants, Inc.

Randy June and Lauryn June of June Engineering; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

4. Sheet 2- Overall Plan & Utilities:

b. 9 paved parking spaces are shown with the remaining spaces being grassed (30 spaces required for Phase I); need to discuss paved vs. grass parking. Discussion took place regarding paved loop and grass parking area. The level of this site vs. adjacent property and drainage. City staff stated that this could be discussed in a side bar meeting.

5. Sheet 3 – Grading Plan:

c. The Grass Parking Detail shows the grass being planted on top of the 6” thick compacted base which we don’t think will allow the grass to grow or to be counted as pervious area. See Engineering Comment #4b.

PLANNING

17. Why is grass parking being proposed? This was part of Engineering comment #4b & 5. discussion.

20. The driveway apron on East Maple Street should be brought down lower to line up with future drive aisles in the parking area. Discussed position of the drive aisle and phasing of these project.

Discussion also took place about owner of this property and if a dumpster might be shared with adjacent property. City staff stated they would take a look at options and see the amount of debris for this project and adjacent to see if an agreement between to two properties/ businesses might be an option.

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

Agenda Item #6: ADS Manufacturing Plant (Parking Expansion) – SITE PLAN

West Crown Point Road N - 115

Kimley-Horn

Juan P. Rodriguez of Kimley-Horn; representative for the project, attended for discussion. The following items were reviewed and discussed:

