



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
October 5, 2022**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, October 5, 2022 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 City Engineering Consultant Art Miller on behalf of City Manager Jon C. Williams.

Others: City Attorney, Dan Langley; Senior Engineer, Rob Heaviside; Urban Designer, Kelly Carson; Senior Planner, Shane Friedman; and Recording Secretary, Ellen King.

ABSENT

Voting Members: City Manager, Jon C. Williams; and Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on September 14, 2022.

***Motion by City Engineering Consultant Miller, to approve the above minutes.
Seconded by Building Official Nemecek; the motion carried unanimously 4-0.***

DRC BUSINESS

Agenda Item #3: 958 Tildenville School Road – LOT SPLIT

Tildenville School Road - 958
Mike Miller LLC

Mike Miller of Highland Real Estate & Investments; representative for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

4. **The survey doesn't show where potable water and sanitary sewer serve the site, now or in the future. There may be easements associated with these utilities that may need to be vacated or relocated. The Applicant will be responsible for any costs associated with vacating, abandoning, or relocating these utilities and/or easements. All lots shall be connected to City water and sewer and reclaim. All new utilities (power, cable, telephone, etc.) serving new construction shall be underground.**
Applicant understands he will need to submit a backyard easement, if necessary, for staff review. Applicant noted that the utilities are adjacent utilities and will be brought to the site and they will be responsible for the hookups.
6. **Any existing septic tanks shall be removed or decommissioned pursuant to Orange County Health Department requirements.** Applicant to call Orange County Health Department and ask if the removal was done with the demo.

PLANNING

14. **Note: These proposed lots are 195' deep. There is no need for a front or rear yard setback variance.** Staff will entertain the applicants request to have a 25' front yard setback if 5' is added to the rear yard setback to keep the homes further away from the back. Applicant noted front load garages would be in the back.

CITY SURVEYOR

16. **See City Surveyor comments memo dated September 30, 2022.**
#3. There is no mention of the underlying plat of L.F. Tildens Land, Plat Book B, Page 131. The subject property appears to be lot 4 and a part of lot 5, Block B of said plat. For information only. Staff is okay with this.

STANDARD GENERAL CONDITIONS

20. **The City of Winter Garden will inspect private site improvements only to the extent that they connect to City owned/maintained systems (roadways, drainage, utilities, etc.). It is the responsibility of the Owner and Design Engineer to ensure that privately owned and maintained systems are constructed to the intended specifications. The City is not responsible for the operation and maintenance of privately owned systems, to include, but not be limited to, roadways, parking lots, drainage, stormwater ponds or on-site utilities.** Standard Comment.
23. **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 (minimum site inspection fee is \$500.00).** Applicant questioned if he was responsible for street lighting on the road? Staff noted that from Brick Road to the north is City, not Orange County; staff will review and get back with the applicant.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Lot Split for staff review only. City Engineering Consultant Miller, seconded; the motion carried unanimously 4-0.

Agenda Item #4: Sunshine Retail Center – SPECIAL EXCEPTION PERMIT

Colonial Drive W - 14650
14650 W Colonial Drive LLC

This item was pulled from the agenda by the applicant.

Agenda Item #5: 705 Hennis Road – SITE PLAN

Hennis Road - 705
Timothy W. Schutz, P.E.

Tim Schutz of Timothy W. Schutz, P.E.; and Mark Anthony of ROI Ave/705 Hennis LLC; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

3. **All driveways shall meet the City’s driveway requirements as specified in Code: 24’ minimum width – 36’ maximum, including transitions; 15’ minimum side setback from property line; 75’ minimum distance between double driveways. See Section 2.10 of Appendix A of the City Code concerning commercial/industrial driveways.**
 - a. **Response states the 75’ separation requirement has been met, but it scales 65’, curb cut to curb cut.** Staff and applicant will meet to discuss.

PLANNING

10. **A community meeting is required.** Prior to a community meeting the applicant will provide revised elevations for review.
12. **Elevations:**
 - a. **Staff does not support the proposed elevations. The building façade facing the right-of-way is a 36’ high blank wall.** This item was discussed and the applicant will look at it further and needs to provide revised elevations prior to a community meeting.

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

Agenda Item #6: Image Builders – Office/Warehouse – SITE PLAN

Garden Commerce Parkway – 680 & 690
Unroe Engineering, Inc.

Darcy Unroe of Unroe Engineering, Inc; representative for the project, attended for discussion. The following items were reviewed and discussed:

PLANNING

14. **Elevations: Staff does not support the proposed building elevations. The City Commission approved this Industrial Subdivision Plat, and the subsequent surrounding PID Ordinance, with the sole intent that the Winter Garden Commerce Center would be a unique industrial park that was not a blight to the community. The applicant's elevations are an exact duplication of the already approved project to the north of the subject property. These elevations will create redundancy in design along that corridor and reduce the quality of choices to future tenants and businesses.** The applicant understood the comment and stated that the architect will get in contact with the planner.
15. **Landscaping: The rear landscape buffer is showing windmill palms. Palms are not considered canopy trees.** Applicant stated there are two existing pipes on the south side of the property that collect water from the subdivision to the pond. That's the reason for the palms instead of the canopy trees. Staff will look at it.

Motion by City Engineer Monahan to have the applicant revise and resubmit the site plan for staff review only. City Engineering Consultant Miller, seconded; the motion carried unanimously 4-0.

Agenda Item #7: Duppenthaler Property – PRELIMINARY PLAT

Winter Garden Vineland Road – 771 & 3 more
Pulte Home Company, LLC

Bill Whitegon, P.E. of Donald W. McIntosh Associates, Inc; and Bill Tew of Pulte Home Company, LLC; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

1. **Sheet 2 – Site Data & Notes:**
 - c. **Underdrains are required and shall be shown on the Typical Section. All underdrain pipe shall be double wall HDPE pipe or PVC pipe.** Applicant understands this is required by the City.
4. **Walls and landscaping shall be located within a landscape and wall tract, to be maintained by the HOA. Any screen walls or retaining walls shall require a separate permit from the Building Department (as noted).** Planning Comment #19 addressed as well. Discussion was had regarding the location of wall, landscape, and reduced lot depth. Staff agreed for the applicant to add a tract on the west side, if able, and an easement on the north side.
5. **Proposed 5 ft building side setbacks will only be approved provided that no obstructions**

of any kind are allowed within the 5 ft setback area. Minimum 5 ft wide utility and drainage easements shall be provided on each side lot line; 10' drainage, utility and sidewalk encroachment easements required adjacent to R/W. The applicant understood the 5' side setback includes A/C pads, pool equipment, etc.

10. **Any areas developed within the 100 year flood plain shall be compensated for; LOMR with FEMA is required for any development within the 100 year flood zone and shall be applied for prior to final plat approval.** Applicant needs to apply for prior to final plat approval.

PLANNING

19. **Where is the perimeter wall going within the proposed 10' wall & landscape easement? If the location of the wall is 10' inside from the property line, to allow for the landscaping, then this should be a Tract and not an easement.** Engineering Comment #4 addressed as well. Discussion was had regarding the location of wall, landscape, and reduced lot depth. Staff agreed for the applicant to add a tract on the west side, if able, and an easement on the north side.

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

Agenda Item #8: Smith & Main – PLANNED COMMERCIAL DEVELOPMENT

Smith Street W – 11 & S Main Street - 186

Gemini Design, LLC

Nicole Gargas of Gemini Design, LLC; and Jonathen Huels of Lowndes; representatives for the project, attended for discussion. The following items were reviewed and discussed:

PLANNING

19. **A community meeting is required.** Staff will schedule.
23. **Note: A list of proposed approved, special exception, and prohibited uses will be included as part of this PCD.** Applicant stated the intent now is to have commercial (restaurant and retail) and professional office "C-1" uses. Applicant will submit their ARHPB Application, and then submit Final Plans.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Planned Commercial Development for staff review only. City Engineering Consultant Miller, seconded; the motion carried unanimously 4-0.

Agenda Item #9: Winter Garden Grove – SITE PLAN

W Colonial Drive - 14909
RCE Consultants, LLC

Daljit Chall of Winter Garden Associates, LLC; representative for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

6. Sheet C-4.0 – Utility Plan:

b. The site data shows a proposed 5,000 s.f. restaurant – provide grease trap for review and approval by the Utilities and Building Departments. Applicant understood to show on civil site plan.

8. Sheet C-5 – Grading & Drainage Plan:

c. Repeat comment: No proposed stormwater treatment system is shown. A drainage outfall for this site was provided with the Brandy Creek plat, located between Lots 15 & 16 immediately to the north, including a pipe that directly discharges to Lake Brandy (outfall not shown on the survey or plans). There was discussion regarding the fill, landscaping, grade and the wall. Further discussion is needed for a solution.

13. Site lighting will be required as well as street lighting on all street frontages if not existing (including SR 50); all lighting shall meet dark skies requirements per City Code. The Developer is required to have street lights installed along all street frontages, including payment of the first year of operation. A photometric plan has been submitted for review by the Planning Department.

Response states that FDOT has determined that no streetlighting is required on SR 50, but this is a City requirement – not FDOT. Applicant to contact Duke Energy for lighting. The City Engineer will send the applicant’s engineer the contact at Duke Energy.

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

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:00 a.m. by Chairman/Community Development Director Steve Pash.

ATTEST:

APPROVED:

/S/

DRC Recording Secretary, Ellen King

/S/

Chairman, Steve Pash

DISCUSSION ITEM ONLY

Agenda Item #10: East Smith Industrial – PROJECT FEASIBILITY

E Smith Street – 313 & 315

Investor Nation

Ryan Hinricher of Investor Nation, LLC; and Chris Sears of Oak Tree Construction; representatives for the project, attended for discussion only.