



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
October 11, 2023**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, October 11, 2023, in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

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

PRESENT

Voting Members: Chairperson/Planning Director Kelly Carson, Economic Development Director Marc Hutchinson, City Engineer Jim Monahan, Building Official Skip Nemecek, 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: none

Other: City Attorney, Dan Langley

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on September 27, 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: Winter Garden FSER – SITE PLAN APPROVAL

Steven M. Bowen of Sevalus; Jack Maile of Fulmer Lucas Engineering; and Kelly Froelich of Daniels 4 Partners; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING COOMENTS

4. The site shall be served by City water, sewer and reuse. All utilities required for the development shall be run to the site at the Developer's expense, including potable water, reclaimed water and sanitary sewer for the entire project frontage. Final plans shall detail all connections including fire protection, reuse water and domestic water supply. All irrigation on the site shall be designed to be supplied by reclaimed water. 100% of the water/sewer impact fees shall be paid prior to site or building permit issuance or execution of FDEP permit applications by the City.

- **Irrigation meter shall be supplied by reclaimed water.**
- **Provide irrigation plan.**
- **Meters shall be in a utility easement or within right-of-way; easements shall be recorded prior to issuance of the certificate of occupancy.** Applicants questioned when to record the easement? City staff directed applicants to coordinate details with processing the final plat to ensure it is handled.

PLANNING COMMENTS

14. Special Exception Permit: Staff notes applicant's response to apply for the Special Exception Permit required for the Hospital/emergency room use in the C-2 (Arterial Commercial) zoning district and anticipates said application following the final DRC recommendation of the site plan application. Applicants questioned when the Special Exception Permit Application could be addressed? City staff stated the applicants could work with Planning staff in conjunction with working on the building elevations for staff approval and then Planning staff will advertise the Special Exception.

15. Elevations: The applicant has not fully addressed staff comments regarding the elevations. Staff will continue to comment on the need for additional articulation and fenestration to the building façade of the to break up the expanse of concrete wall and add to the detail of the building. Building elevations must be finalized prior to presentation of the site plan to City Commission for approval and prior to presentation to the Planning and Zoning Board for Special Exception Permit Approval. Applicants will set up a phone call with Planning staff to discuss the building elevations at a future date.

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 5-0.

Agenda Item #4: Dyson Property Parking Lot – SITE PLAN APPROVAL

Center Street - 215

Dyson Property (Steve Pash)

This item was tabled to a date uncertain.

Agenda Item #5: Solomon’s Auto Body – PCD REZONING

Colonial Drive W - 14451

LAM Civil Engineering, Inc.

Shazad Nesaralli of Solomon Auto Body; and Quang Lam of Lam Civil Engineering, Inc; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

5. **Sanitary lines for commercial buildings shall be 6” minimum. Oil/water separator for the auto repair building and grease trap(s) for the banquet hall may be required with final plans.** Applicants will provide a grease trap for the planned restaurant but will not have a banquet hall.
13. **Provide landscape plan including irrigation plan with final site plan submittal showing size and location of irrigation meter (show on Utility Plan). Landscaping shall not encroach on required sight lines at intersections or driveways. Design Engineer shall provide certification that sight distance requirements are being met. All irrigation on the site shall be designed to be supplied by reclaimed water when available and shall be served by a jumper to potable water until that time.** Applicants will submit at final site plan submittal.
15. **No trees may be planted over or within 5 feet of any utility lines. Only sod or shrubs may be planted over utility lines.** Applicants questioned if the proposed canopy trees near utility lines in the entrance islands were acceptable? City staff recommended the applicants use understory plants in those areas and find another location for the canopy trees.
17. **The plan shows an underground exfiltration system for the treatment and attenuation required by SJRWMD and FDOT. The system will be monitored periodically by the City and if not functioning as designed, provisions shall be made to correct it at the Owner’s expense. It is not clear where the system will outfall and where the cross sections shown on the details are located.** Applicants noted an outfall for the storm system on the east side of the property as a deep ditch that runs towards W. Colonial Drive. Applicants will submit the stormwater and cross sections at final plan submittal.
19. **Streetlighting, both internally and on all street frontages (including SR 50), is required pursuant to City Code – dark skies lighting is required. Provide a photometric plan to be submitted for review by the Planning Department.** City staff stated street lighting along SR 50 is required and for applicants to coordinate these details with Duke Energy.

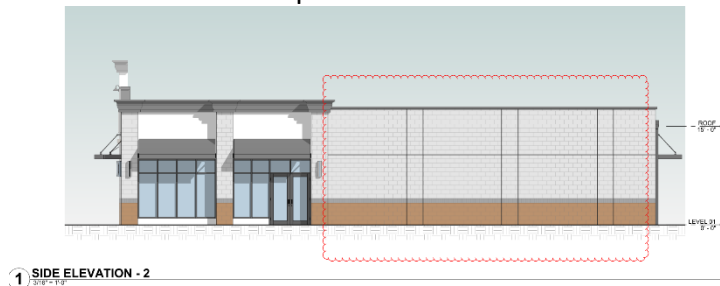
PLANNING COMMENTS

20. Elevations:

- a. **Why is there a roll-up door on the east side of the auto repair building? There is no paved access to this door and this portion of the PCD is a landscape buffer.** Applicants indicated the door will be for ventilation of the building and noted a change of the door to a regular door.
- b. **Why is there a large roll-up door on the rear suite of Building 200? Is there a use being proposed at this location that warrants a large roll-up door?** City staff questioned if an auto body use was proposed for Building 100 and 200? Applicants noted the use will not be for auto body and will replace the large roll-up doors with regular doors. City staff stated if the applicants have a proposed use, it should be brought up now for staff review so as not to delay a potential tenant.
- c. **There needs to be a door feature showing access to State Road 50 side of elevations (see below).** Applicants questioned the door location facing SR 50, plans show a 45-degree angle facing the west side? City staff stated applicants are required to have a door on the front side facing SR 50. Applicants understood and will adjust.



- d. **The sides of the retail buildings are still showing blank facades along the majority of the expanses. Please break this up with glazing or possibly a wire mesh for climbing ivy.** The Applicants proposed climbing walls or green walls and City staff stated this is acceptable.

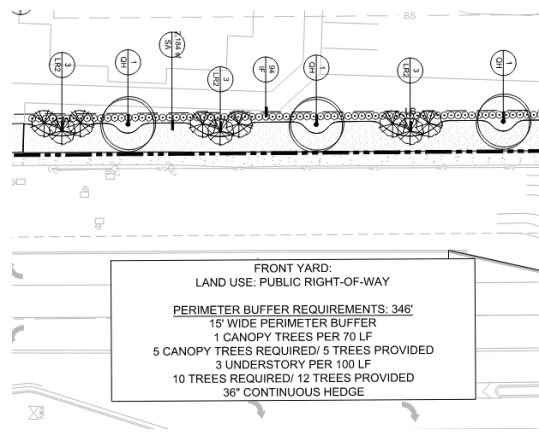


21. Landscape Plan:

- d. **The tree mitigation plan is completely inaccurate showing only 18 trees with a 12+\"** DBH to be removed and only 36 replacements required. **This site has over 115 Oaks with almost every single tree over 12+\"** DBH. **Please revise.** City staff informed the applicants any existing oaks on the property that can be saved

through changing grading and layout needs to be explored; City officials are very concerned with this site and as a priority want the larger oaks saved. This site has large, beautiful oaks that will be crucial to the approval process through City Boards. Applicants understood and questioned if the city will work with them if they redesign the island and parking spaces to save trees? City staff stated yes and best to revise during this PDC rezoning phase.

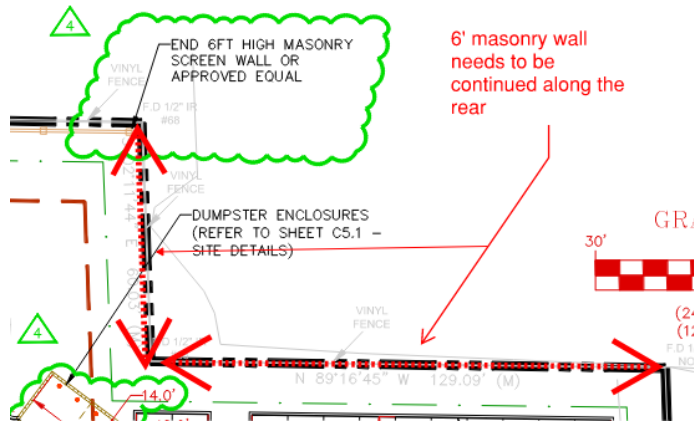
- f. **Since the landscape plan is hard to follow, please provide a table on the plan calling out what is required and what is provided along each landscape buffer (below is an example). This will remove any confusion as to what is being provided. Also, provide the landscape plan in its entirety just like the site plan. Although phased, each phase does not require its own sheet for landscaping. This is not that big of a project and it just makes it difficult to review.** Applicants will have landscape designer coordinate with Planning staff.



22. Repeat comment: Uses allowed in this Planned Commercial Development will be consistent with C-2 Arterial Commercial District including prohibited uses with the following exception:

- a. **Auto body repair is only being allowed in the Building 100 and is not allowed in other buildings or portions of this planned commercial development. This will become a condition of approval.** Applicants understood.
- b. **There will not be two buildings operating as an Auto Repair shop if this property rezones to a Planned Commercial Development (PCD). Language will be drafted in the PCD Ordinance to ensure that there is not a continuous use of both auto repair buildings while there is overlap in development and the transfer of business operations. This will become a condition of approval.** Applicants understood.

23. The masonry wall must continue the entire rear perimeter that abuts residential (see markup below). Applicants noted the wall will be extended to the South end.



24. The projected trip ends were provided on the site plan, however the TIA was never submitted for review. Please provide the traffic impact analysis for this project.

Applicants will submit the TIA to the City Planner.

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

Agenda Item #6: Hope Charter School Kitchen Addition – MINOR SITE PLAN

East Crown Point Road – 1550 & 1600

Klima Weeks Civil Engineering, Inc.

Selby Weeks of Klima Weeks Civil Engineering; representative for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

3. C100 – Site & Utilities Plan: The plan shows new connections to potable water and sanitary sewer.

- a. **If this is a kitchen addition, will a grease trap be required?** Applicant will add a grease interceptor inside the kitchen but an external grease trap will not be added.
- b. **Are any new or increased water meters needed (none shown)?** Applicant noted a small addition with a connection off the existing service line and therefore no new or increase water meters will be required.

4. Minimum 5’ wide concrete sidewalks shall be constructed along all street frontages pursuant to Code. Existing sidewalks, pavement and curbs will be checked at completion and any damaged sections shall be replaced. Applicant questioned if the sidewalks are to be constructed? City staff stated the sidewalks will not be required at this time due to no existing sidewalks to connect to.

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 5-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:00 a.m. by Chairperson/Planning Director Kelly Carson.

ATTEST:

APPROVED:

/S/

/S/

DRC Recording Secretary, Ellen King

Chairperson, Kelly Carson