



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
October 12, 2022**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, October 12, 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 9:35 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; Recording Secretary, Ellen King; and Philip Baker, Resident at 125 W Smith St, Winter Garden.

**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 October 5, 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: Target Drive-up Expansion – SITE PLAN APPROVAL**

Daniels Road - 3343

Kimley Horn and Associates, Inc.

Katie Fitzjarrald of Kimley-Horn & Associates; representative for the project, attended for discussion. The following items were reviewed and discussed:

## **PLANNING**

9. **After further review of Ordinance 05-24 (Fowlers Grove PCD aka Winter Garden Village) the request for outdoor accessory structures (i.e. Pavilions, etc.) in tenant parking lots for curbside pickup is not an allowed use.**

**The Ordinance is specific regarding drive-thru uses in outparcels, service areas with proper screening, and retail outdoor sales being temporary in parking lots. To allow a permanent structure in the parking area for such a use at this location would require amending Ordinance 05-24.** Discussion was had and the applicant understood that the canopy needed to be removed, and restriping of the pull up space would be acceptable.

***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.***

## **Agenda Item #4: Lakeview Village Estates – CONSTRUCTION PLAN SET**

Lakeview Avenue S – 616, 620, 628 & 634  
Florida Engineering Group, Inc.

Bill Hockensmith of Florida Engineering Group, Inc.; representative for the project, attended for discussion. The following items were reviewed and discussed:

## **ENGINEERING**

3. **Typical Sections (per PUD & Pre-plat conditions of approval):**
  - a. **A variance or waiver will be required to allow a 29.5' R/W tract with a 16' wide one-way pavement section in the lieu of the required 50' minimum R/W and 24' minimum pavement width. The reduced R/W width may not allow sufficient room for other utilities such as electrical power, telephone, & cable. Reduced pavement width will require approval of the Fire Department and Solid Waste Division to confirm access by emergency vehicles and solid waste trucks. No parking will be allowed on the "alleys", other than the angle and parallel parking shown.** This was already done with the PD.
5. **Sheets C-16 & C-17 – Paving Grading & Drainage Plan:**
  - a. **Provide drainage easement for the storm outfall shown outside of the project boundary.** Applicant confirmed that there is already a drainage outfall connecting over to city property, the city owned ditch behind this property. Applicant to submit a clean survey.

- d. **Final plans and drainage calculations shall show the maximum impervious surface allowed on each lot, based on the approved SJRWMD permit. In any case however, this cannot exceed 65% ISR per the PUD zoning, but must be supported by the approved St. Johns calculations/permit.** Applicant to get with staff for maximum impervious surface allowed on Townhouses.
10. **Provide approvals from FFWCC prior to construction that any species identified have been addressed.** Applicant has submitted to staff for review.

## **PLANNING**

### **17. Landscape & Irrigation:**

- c. **Please continue the live oak canopy down S Lakeview Ave. These trees, and all canopy trees proposed on the site, should be planted @ min. 3" caliper.**  
Applicant understood to continue the tree canopy north and to save the existing trees.
18. **Please provide detailed plans for the amenity areas including specifications for furnishings and equipment, hardscape details, elevations of proposed structures like the gazebo and trellises, etc.** Applicant to submit.
19. **Please provide photometric plans for the proposed site and street lighting.** Applicant will submit letter from Duke Energy prior to pre-construction.
20. **Please provide the latest elevations for the townhomes and SF homes.** Applicant has not changed the elevations from the PUD submittal.

***Motion by City Engineer Monahan to have the applicant revise and resubmit the Construction Plans for another full DRC review cycle. City Engineering Consultant Miller, seconded; the motion carried unanimously 4-0.***

## **Agenda Item #5: S Boyd & Tremaine Office/Retail Building – SITE PLAN APPROVAL**

Plant Street W – 100 & 126  
RCE Consultants, LLC

Peter Fleck of Winter Garden Investment; Larry Poliner of RCE Consultants, LLC; Maria Gradin of Studio 407; and Doyd Medina of Studio 407; representatives for the project, attended for discussion. The following items were reviewed and discussed:

Interested residences in downtown projects were in attendance for this project, and staff noted that the parking has not been addressed at this time, that this was a curtesy review until such time all is figured out.

## ENGINEERING

- 7. Streetlighting, both internally and on all street frontages, is required pursuant to City Code – dark skies lighting is required. A photometric shall be submitted for review by the Planning Department. Streetlights shall match the City’s “downtown” decorative streetlights at the Developer’s expense.** Standard comment.

## PLANNING

- 12. Please submit the latest building elevations. The building elevations shall adhere to those approved by the ARHPB approval on November 16, 2021, incorporating the Board’s and Staff’s conditions of approval.** Applicant understood.
- 14. REPEAT COMMENT: Please provide street trees along S Boyd St.** Applicant to meet with staff to discuss further.
- 15. Please show the proposed outdoor café seating area(s) on the plans, conceptually. A separate Sidewalk Café permit will be required before a CO is issued for the build out of the restaurant(s).**  
**We need something shown to understand how this area will work for café seating.**  
Applicant to submit a conceptual design.

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

## Agenda Item #6: Florida Paints – STREET VACATION

3RS Street - 79

Taxon Group LLLP

Rick Strube of Taxon Group Lllp.; representative for the project, attended for discussion.  
The following items were reviewed and discussed:

Applicant had no comments.

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

## ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:50 a.m. by Chairman/Community Development Director Steve Pash.

**ATTEST:**

**APPROVED:**

/s/

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*DRC Recording Secretary, Ellen King*

/s/

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*Chairman, Steve Pash*

**DISCUSSION ITEM ONLY**

**Agenda Item #7: Multipurpose Building – PROJECT FEASIBILITY**

Plant Street W - 455

CivilCorp Engineering

Joel Kagan of Intelligent Design LTD; and Edwin Guerrero of CivilCorp Engineering; representatives for the project, attended for discussion only.